

Budget System Upgrade

State of Arizona – Office of Strategic Planning and Budgeting

Project Investment Justification (PIJ)

December 14, 2022



Agency Vision

To carry out the vision of the Arizona Governor with excellence.

Agency Mission

To provide timely research and analysis of available financial resources, strategic plans, and performance measures; recommend solutions to decision-makers; and support successful implementation of Executive decisions.



Team Introduction

Roles Present at ITAC

- Bill Greeney - Deputy Director
- Jonathan Perkins - Project Manager

Project Introduction

Stated Operational/Business Issue

- Current budgeting system requires the use of four systems to fully develop a budget through submission, review, and analysis creating a slow and complex user experience.
- Existing solution is approximately 20 years old and is susceptible to breakage due to MS Access updates.
- Not fully aligned with the State Cloud first strategy.

Benefit to the State Agency and Constituents

- Proposed solution provides a more modern and reliable approach, and empowers users in and out of OSPB with more tools in regard to the state budgeting process.
- New solution will ensure processes better aligned with State requirements and standards, and will provide increased functionality and efficiency for all users.
- Will bring the State budgeting system in line with existing Statewide technology strategy and provide a higher level of security and reliability through the redundancy of the cloud.

Overview of Proposed Solution

General overview of the solution

- The solution replaces the existing MS Access system with an intuitive cloud based application. The system will take in data from state agencies and make it immediately available to OSPB Budget Analysts. The data submitted and the OSPB review eventually turns into a published set of documents that make up the Governor's Executive Budget. The tools offered by the solution bring these processes into a new age.
- The solution is web-based, making it easier to access for agencies that submit budget information and for OSPB analysts who review and analyze the data
- The solution creates ways to make required processes more efficient and streamlined such as reporting on actual spending and printing an Executive Budgets.

Project Responsibilities

Identify Proposed Solutions Responsibilities

Agency

1. Participate in functional workshops
2. Organize meetings when needed
3. Testing and review
4. Provide functional knowledge of AFIS
5. Train agencies

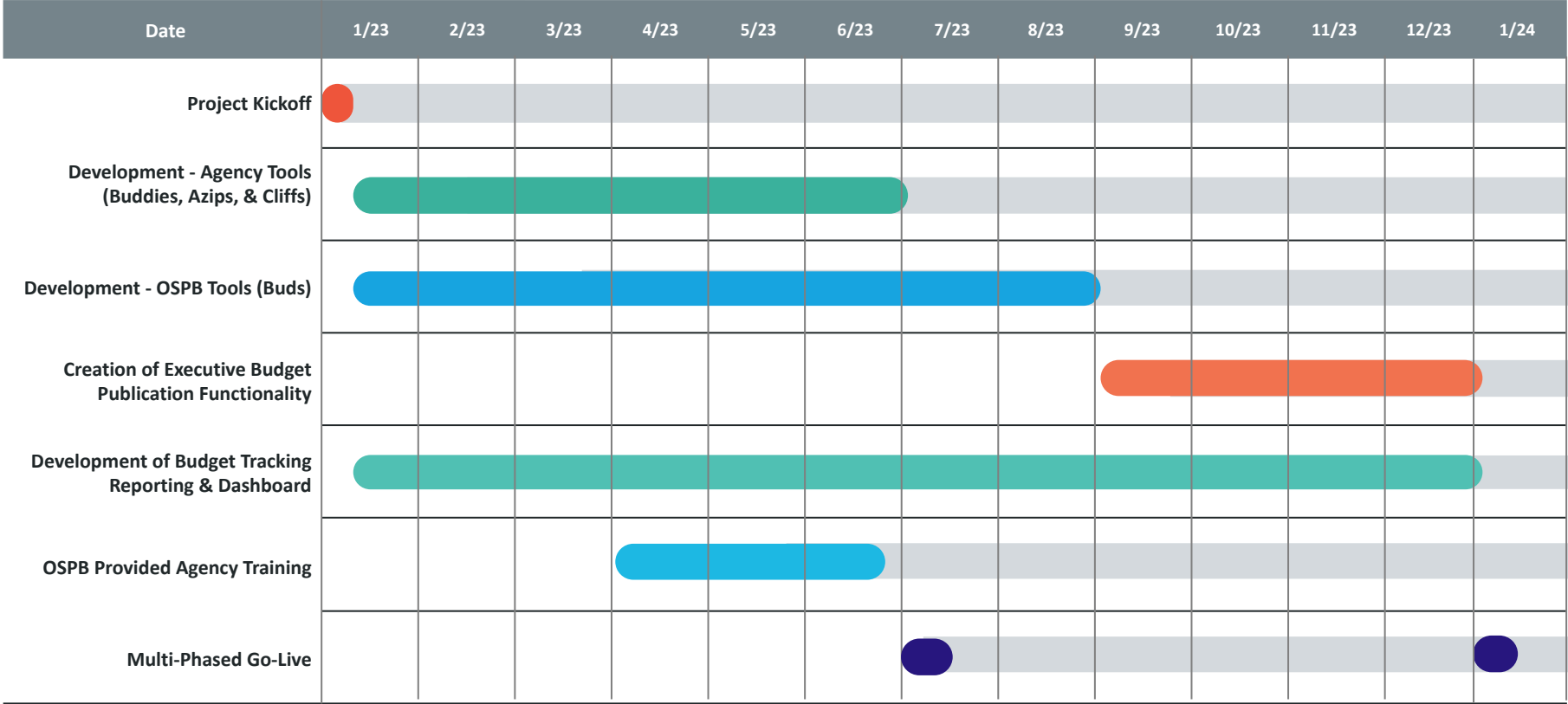
Shared

1. Planning & design
2. AFIS data integrations
3. Budget publication formatting
4. Ongoing learning & support sessions

Vendor/Contractor

1. Development of modules
2. Train 3 OSPB staff so that OSPB staff can modify any part of the system without assistance
3. Be available for backup support for life of product

Project Timeline



Project Costs

Project Costs by Category	FY23	FY24	FY25	FY26	FY27	Total
Professional & Outside Services (Contractors)	\$491,518	\$793,575	-	-	-	\$1,285,093
Hardware	-	-	-	-	-	-
Software	\$276,550	\$553,100	\$553,100	\$553,100	\$553,100	\$2,488,949
Communications	-	-	-	-	-	-
Facilities	-	-	-	-	-	-
License & Maintenance Fees	\$83,797	\$167,593	\$167,593	\$167,593	\$167,593	\$754,170
Other Operational Expenditures	-	-	-	-	-	-
Total Development	\$851,865	\$793,575	-	-	-	\$1,645,440
Total Operational	-	\$720,693	\$720,693	\$720,693	\$720,693	\$2,882,773

What Success Looks Like

Change Management

- a. OSPB will train agency users before they are required to use the system. OSPB and the vendor will also be available during the submission timeframe for support to those users. The data being collected won't be different, but the tool being used will.
- b. OSPB users will be involved in the development process during UAT and will also have specific training from the vendor on how to use the tools

Measures of Success

- a. OSPB will know if the project is a success if agencies are able to submit the necessary budget information and that data is made available to OSPB for review and modification for printing
- b. If agency and analyst users are able to efficiently access the data and forms without major concerns, the project will be successful

Q & A Session

Appendix

Proposed Solution

Due Diligence and Method of Procurement

- After an extensive review OSPB was able to identify two vendors on State contract that had the capability to meet the full scope of the project requirements. OSPB considered both vendors and based their determination on several key factors including the ability to meet requirements, timeline to implement, training and support, meets the State cloud first strategy, and cost.

Technology

- The solution is web-based, making it easier to access for agencies that submit budget information and for OSPB analysts who review and analyze the data.
- The solution creates ways to make required processes more efficient and streamlined such as reporting on actual spending and printing an Executive Budget.