



Gmail

Thomas O'Dowd <thomas.o'dowd@azdoa.gov>

DE22003 - DERS Child Care Attendance Tracking Solution (CR ITAC Recommendation)

2 messages

Thomas O'Dowd <thomas.o'dowd@azdoa.gov>Tue, Nov 29, 2022 at
10:53 AM

To: Michael Wisehart <mwisehart@azdes.gov>

Cc: Jonathan Perkins <jperkins@az.gov>, Jacob Wingate <jacob.wingate@azdoa.gov>, Will Palmisano <wpalmisano@az.gov>, PIJ Support - DES <pijsupport@azdes.gov>, Rebecca Perrera <RPerrera@azleg.gov>, JR Sloan <jr.sloan@azdoa.gov>, Charles Brown <charles.brown@azdoa.gov>, Soodabeh Saed <Soodabeh.Saed@azdoa.gov>, ASET Assurance <Asetassurance@azdoa.gov>, ADOA - ASET_BE_BA_Team <aset_be_ba_team@azdoa.gov>, Gerard Trybus <JTrybus@azdes.gov>, Barbara Payne <bpayne@azdes.gov>, Anna Hunter <ahunter@azdes.gov>, Dan Wilkins <danwilkins@azdes.gov>, David Steuber <dsteuber@azdes.gov>, Mark Darmer <mdarmer@azdes.gov>, Roberta Harrison <robertaharrison@azdes.gov>, Amanda Hartle <ahartle@azdes.gov>, Durga Pattela <dpattela@azdes.gov>, Wesley Fletcher <wfletcher@azdes.gov>, Clayton Sikes <claytonsikes@azdes.gov>, Leona Hodges <lhodges@azdes.gov>, Angel Flores <angel.flores@azdoa.gov>, Bob Mussey <robert.mussey@azdoa.gov>

Director Wisehart,

In response to the change request submitted to modify the Change Request (CR) for the “**DERS Child Care Attendance Tracking Solution**” project, it has been reviewed by the Arizona Department of Administration (ADOA) Strategic Enterprise Technology (ASET) office to modify and extend the project end date from April 28, 2023 to September 29, 2023.

This notification is the Arizona Strategic Enterprise Technology Office's recommendation to the Information Technology

Authorization Committee (ITAC) for Approval with Conditions of the amended technology project as follows:

- Should development costs exceed the approved estimates by 10% or more, or should there be significant changes to the proposed technology scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET, and ITAC if required, for review and approval prior to further expenditure of funds.
- Monthly reporting on the project status is due to ADOA-ASET no later than the 15th of the month following the start of the project. Failure to comply with timely project status reporting will affect the overall project health.
- Prior to expenditure and/or release of funds, the agency shall submit a complete APF financial report to ADOA for review and approval.
- Prior to expenditure and/or release of funds, the agency will work with ADOA-ASET to present the DERS Child Care Attendance Tracking Solution to the Joint Legislative Budget Committee (JLBC) for review.

The Change request is scheduled to be **reviewed by ITAC at the December 14, 2022** meeting. Should the ITAC approve the change request, you may then proceed to secure additional approvals as required from the Joint Legislative Budget Committee, the Office of Strategic Planning and Budgeting, and the State Procurement Office.

On Wed, Oct 20, 2021 at 2:33 PM Annalisa Macaluso

<annalisa.macaluso@azdoa.gov> wrote:

Director Wisheart,

In response to the Project Investment Justification (PIJ) for the “**DERS Child Care Attendance Tracking Solution**” project, the Arizona Department of Administration (ADOA) Strategic Enterprise Technology (ASET) office has reviewed your proposal for Child Care Administration (CCA) to obtain a vendor-hosted, web-based, SaaS solution that shall track child care time and attendance and monitor financial compliance for the CCA.

The PIJ implies funding is available from the APF in the amount of \$4,868,817.20 for the total estimated five-year life cycle cost for the project, which is shown below.

All Figures in Thousands (\$000)						
Cost Description	FY2022	FY2023	FY2024	FY2025	FY2026	Total
Development Costs	2463.6	0.0	0.0	0.0	0.0	2463.6
Operational Costs	0.0	1073.5	1099.7	0.0	0.0	2173.2
Total Project Costs	2463.6	1073.5	1099.7	0.0	0.0	4636.8

This is notification of Arizona Strategic Enterprise Technology Office's **Approval with Conditions** of the technology project as follows:

1. Should development costs exceed the approved estimates by 10% or more, or should there be significant changes to the proposed technology scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET, and ITAC if required, for review and approval prior to further expenditure of funds.
2. Monthly reporting on the project status is due to ADOA-ASET no later than the 15th of the month following the start of the project. Failure to comply with timely project status reporting will affect the overall project health.
3. Prior to expenditure and/or release of funds, the agency shall submit a complete APF financial report to ADOA for review and approval.
4. Prior to expenditure and/or release of funds, the agency will work with ADOA-ASET to present the DERS Child Care Attendance

Tracking Solution to the Joint Legislative Budget Committee (JLBC) for review.

You may proceed to secure additional approvals as required by the Joint Legislative Budget Committee, the Office of Strategic Planning and Budgeting, and the State Procurement Office.

As always, let us know if you have any questions.

Annalisa Macaluso

Oversight IT Analyst

ADOA - Arizona Strategic Enterprise Technology (ASET) Office | State of Arizona

100 North 15th Avenue, Suite 400, Phoenix, AZ 85007

p. 602-542-2711 | annalisa.macaluso@azdoa.gov

<http://aset.azdoa.gov>

Thank you for submitting your recent Project Investment Justification (PIJ). To assess your experience and provide any feedback on how we can improve the process, please complete this brief survey: [PIJ Survey](#)

On Wed, Oct 6, 2021 at 1:39 PM Annalisa Macaluso

<annalisa.macaluso@azdoa.gov> wrote:

Director Wisheart,

In response to the Project Investment Justification (PIJ) for the “**DERS Child Care Attendance Tracking Solution**” project, the Arizona Department of Administration (ADOA) Strategic Enterprise Technology (ASET) office has reviewed your proposal for Child Care Administration (CCA) to obtain a vendor-hosted, web-based, SaaS solution that shall track child care time and attendance and monitor financial compliance for the CCA.

The PIJ implies funding is available from APF in the amount of \$4,868,817.20 for the total estimated five-year life cycle cost for the project, which is shown below.

All Figures in Thousands (\$000)

Cost Description	FY2022	FY2023	FY2024	FY2025	FY2026	Total
Development Costs	2463.6	0.0	0.0	0.0	0.0	2463.6
Operational Costs	0.0	1073.5	1099.7	0.0	0.0	2173.2
Total Project Costs	2463.6	1073.5	1099.7	0.0	0.0	4636.8

The PIJ is scheduled to be **reviewed by ITAC at the Oct 20, 2021** meeting. Should the ITAC approve the project, you may then proceed to secure additional approvals as required from the Joint Legislative Budget Committee, the Office of Strategic Planning and Budgeting, and the State Procurement Office.

As always, let us know if you have any questions.

Annalisa Macaluso

Oversight IT Analyst

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Thank you for submitting your recent Project Investment Justification (PIJ). To assess your experience and provide any feedback on how we can improve the process, please complete this brief survey: [PIJ Survey](#)



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Thomas O'Dowd <thomas.o'dowd@azdoa.gov>

Wed, Apr 12, 2023 at
4:22 PM

To: Angie Rodgers <angierodgers@azdes.gov>

Cc: Jonathan Perkins <jperkins@az.gov>, Jacob Wingate <jacob.wingate@azdoa.gov>, Will Palmisano <wpalmisano@az.gov>, PIJ Support - DES <pijsupport@azdes.gov>, Rebecca Perrera <RPerrera@azleg.gov>, JR Sloan <jr.sloan@azdoa.gov>, Charles Brown <charles.brown@azdoa.gov>, Soodabeh Saed <Soodabeh.Saed@azdoa.gov>, ASET Assurance <Asetassurance@azdoa.gov>, ADOA - ASET_BE_BA_Team <aset_be_ba_team@azdoa.gov>, Gerard Trybus <JTrybus@azdes.gov>, Barbara Payne <bpayne@azdes.gov>, Anna Hunter <ahunter@azdes.gov>, Dan Wilkins <danwilkins@azdes.gov>, David Steuber <dsteuber@azdes.gov>, Mark Darmer <mdarmer@azdes.gov>, Roberta Harrison <robertaharrison@azdes.gov>, Amanda Hartle <ahartle@azdes.gov>, Durga Pattela <dpattela@azdes.gov>, Wesley Fletcher <wfletcher@azdes.gov>, Clayton Sikes <claytonsikes@azdes.gov>, Leona Hodges

<lhodges@azdes.gov>, Angel Flores <angel.flores@azdoa.gov>, Bob Mussey <robert.mussey@azdoa.gov>

Director Rodgers,

In response to the change request submitted to modify the Change Request (CR) for the “**DERS Child Care Attendance Tracking Solution**” project, it has been reviewed by the Arizona Department of Administration (ADOA) Strategic Enterprise Technology (ASET) office to modify and extend the project end date from April 28, 2023 to June 30, 2023.

This notification is the Arizona Strategic Enterprise Technology Office's recommendation to the Information Technology Authorization Committee (ITAC) for Approval with Conditions of the amended technology project as follows:

1. Should development costs exceed the approved estimates by 10% or more, or should there be significant changes to the proposed technology scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET, and ITAC if required, for review and approval prior to further expenditure of funds.
2. Monthly reporting on the project status is due to ADOA-ASET no later than the 15th of the month following the start of the project. Failure to comply with timely project status reporting will affect the overall project health.
3. Prior to expenditure and/or release of funds, the agency shall submit a complete APF financial report to ADOA for review and approval.
4. Prior to expenditure and/or release of funds, the agency will work with ADOA-ASET to present the DERS Child Care Attendance Tracking Solution to the Joint Legislative Budget Committee (JLBC) for review.

The Change request is scheduled to be **reviewed by ITAC at the April 19, 2023** meeting. Should the ITAC approve the change request, you may then proceed to secure additional approvals as required from the Joint Legislative Budget Committee, the Office of Strategic Planning and Budgeting, and the State Procurement Office.

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