

Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Blvd., Building 100
Topeka, KS 66611



Phone: (785) 296-3463
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oits.info@ks.gov

DeAngela Burns-Wallace, Chief Information Technology Officer

Laura Kelly, Governor

September 30, 2021

Richard Beattie, Director
Procurement and Contracts

Dear Mr. Beattie:

The detailed project plan for the Department for Children and Families CSS Re-Platforming project is enclosed. Jason Koehn is the primary contact for the project and can be reached at (785) 296-4991.

This letter constitutes approval of the detailed project plan pursuant to K.S.A. 75-7209.

The next step for the agency will be to baseline this approved project Work Breakdown Structure (WBS) without alteration prior to execution. The baseline is a valuable tool to use as the project progresses. The baseline is used to track project progress and compare this progress to the approved plan. Project measures for reporting purposes will be determined using the originally submitted detailed project plan.

This project has a total project cost of [REDACTED]. The quarterly KITO fee for the project will be [REDACTED] and will be billed from the start of execution until receipt of the project's Post Implementation Evaluation Report (PIER).

Respectfully,

DocuSigned by:

Laura Howard

A493AE797CBE47B...

Laura Howard, Secretary
Department for Children and Families

DocuSigned by:

DeAngela Burns-Wallace

1DAB26281F9B47E...

DeAngela Burns-Wallace
Executive Branch CITO

cc: Kelly O'Brien, CITO, Judicial Branch
Alan Weis, CITO, Legislative Branch
Adam Proffitt, Director of the Budget
Aaron Klaassen, JCIT
JCIT Membership
Linda Norris, Procurement and Contracts
Stephanie Creed, Procurement and Contracts
Dean Heineken, Procurement and Contracts
Brian Reiter, OITS
Jason Koehn, DCF
Elizabeth Cohn, DCF
Parrish Whistler, HS-EBIT
Mike Wilkerson, HS-EBIT

Megan Burton, KSHS
Cole Robison, OITS
Susan Hammons, OITS COO and Interim
CITA
Sara Spinks, KITO



Office of the Secretary
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Laura Howard, Secretary

Laura Kelly, Governor

August 30, 2021

Dr. DeAngela Burns-Wallace
Chief Information Technology Officer
Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Boulevard
Building 100
Topeka, KS 66611

Re: DCF Project: CSS Re-Platforming

Dear Dr. Burns-Wallace;

The State of Kansas, Department for Children and Families (DCF), Child Support Services (CSS) program seeks approval for the CSS Re-Platforming project Detailed Plan.

This project is intended to remove the risks associated with our aging mainframe Child Support System built on CA-GEN code base which is expensive to maintain and support. The project objective is to re-platform to a .NET/SQL Server architecture. This code has more industry resources available and is aligned with the strategic direction of State of Kansas IT projects. This change will provide more flexibility both in budget and resources to DCF which will allow for enhancements to the CSS operating system.

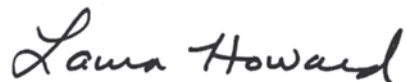
The High-Level Plan for the project was submitted and approved in November of 2019 with final approvals received in April of 2020. The State Project Team, along with our Implementation vendor, has completed the project assessment and finalized the Detailed Project Plan.

The following high-level project plan and Detailed Project Plan documents are attached for your review and approval.

- Agency Letter Requesting Project Approval
- Agency Checklist for Detailed Project Plan
- DA518/DA519
- Detailed Work Breakdown Structure (WBS), also serving as High Level WBS
- Work Product Identification (WPI) form
- Compliance Statements
 - State Archivist Letter
 - Letters requesting VPAT exception and undue burden approval
- Risk Identification Summary
- Risk Assessment Model Summary

If you need additional information, please contact Jason Koehn at 785-296-4991 or by email at jason.koehn@ks.gov or Elizabeth Cohn at 785-296-0063 or by email at elizabeth.cohn@ks.gov .

Sincerely,

A handwritten signature in black ink that reads "Laura Howard". The script is cursive and fluid, with the first name "Laura" and last name "Howard" clearly distinguishable.

Laura Howard
Secretary
Department for Children and Families

cc: Jason Koehn, DCF CIO
Elizabeth Cohn, Director DCF Child Support Services

State Entity: Kansas Department for Children and Families	Included (Y/N) If no, Explain
Project Name: CSS Re-Platforming	
Greater than \$250,000/ less than \$1,000,000 (Y/N): ☐	
Greater than \$1,000,000 (Y/N): ☐	
IT Project Plan Documents	
For forms and/or more detailed information on completion of plan, see https://ebit.ks.gov/kito/it-project-oversight/proposed-it-project-plans	
For ITEC Policy and/or more detailed information on approval of IT projects, see ITEC 2400 and 2400A. https://ebit.ks.gov/itec/resources/policies	
Cover Letter Requesting Project Approval	Y
IT Project Request Explanation--DA518	Y
IT Cost Benefit Statement--DA519	Y
Work Breakdown Structure @ 8/80 hr duration/elapsed calendar time level	
Task Name (tasks should be descriptive)	Y
Duration (total duration/elapsed calendar time)	Y
Work (total person/hours of effort for all resources for the task)	Y
Start	Y
Finish	Y
Dependencies (Predecessors)	Y
Resource Names (assigned to the task)	Y
Milestone	Y
Work Product Identification (Form ITEC PM02-6)	Y
Architectural Statement (ITEC Policy 4010 and 9500) https://ebit.ks.gov/itec/resources/policies	
Listing of products and standards that will be implemented to accomplish the project including a statement of compliance with ITEC Policy.	Y
If different, attach CITA waiver	N
Ownership of Software Code and Related Intellectual Property (ITEC Policy 1500) https://ebit.ks.gov/docs/default-source/itec/itec_policy_1500.pdf	
Statement of compliance	Y
If different, attach CITO waiver	N
Privacy Statement (Privacy Act 1974, Health Insurance Portability & Accountability Act 1996-HIPAA) https://www.justice.gov/opcl/overview-privacy-act-1974-2015-edition https://www.hhs.gov/hipaa/index.html	
1. What information is included	Y
2. Why is it collected	Y
3. How will it be used	Y
4. Exclusion opportunities	Y
5. 1974 Act implementation	Y
6. Other privacy requirements	Y
7. Total privacy cost estimate	Y
Security Statement (ITEC Policies 7230, 9500, 7300) https://ebit.ks.gov/itec/resources/policies	
Statement of compliance regarding security measures, technologies used, compliance with policy & standards	Y
If different, explain	N
Accessibility Statement (ITEC Policy 1210) https://ebit.ks.gov/itec/resources/policies/policy-1210	
Confirm the project will comply with ITEC Policy 1210 requirements by attaching a completed Accessibility Conformance Report (ACR) produced using the Voluntary Product Accessibility Template® (VPAT®), version 2.0 or later, for the product(s) procured, provided as a service, or custom-built. If requirements are to be developed as part of project, indicate that VPAT requirements will be included. See VPAT at: https://www.italc.org/policy/accessibility/vpat.	N
If VPAT/ACR indicates compliance on all items, provide statement identifying task number(s) in WBS where verification of overall compliance will occur. For any VPAT/ACR item(s) where full compliance is not indicated, identify task number(s) in WBS where remediation of compliance issues will occur, and the task number(s) that will include verification of overall compliance. If product is not anticipated to be compliant upon initial implementation, please attach State ADA Coordinator exception. If accessibility standards do not apply, please provide explanation.	Y
Attach approval letter from State Director of IT Accessibility.	Y
Electronic Record Retention Statement https://www.kshs.org/p/electronic-records/11334 (K.S.A. 45-403 and K.S.A. 45-213 through 45-223)	
1. Identify replaced paper records	Y
2. Identify new business functions	Y
3. Reasons for business functions	Y
4. Records requirements for business function	Y
5. Documents in another system?	Y
6. Public access requirements	Y
7. Access control requirements	Y
8. Identify all records with retention period of ten or more years	Y
9. Estimate three year cost of addressing records identified in No. 8	Y
Attach approval letter from State Archivist.	Y
Risk Identification Summary (Form ITEC PM02-11a)	Y
Risk Assessment Model (RAM) Summary - Detailed Plans	Y
Fiscal Note, if appropriate	
Electronic copy submitted two - four weeks prior to contract award and/or project execution	Y

INFORMATION TECHNOLOGY PROJECT REQUEST EXPLANATION -- DA 518											
1. Project Title:				2. Project Priority		3. Estimated Dates					
CSS Re-Platforming				High		Planning Start:		1/4/2021			
Agency:						Execution Start:		10/1/2021			
State of Kansas (Department of Children Family Services) DCF CSS						Close-Out End:		2/8/2024			
4. Project Description and Justification:				Date Submitted:		8/16/2021					
Objective of this project is to find a low cost, more feasible solution than the state system transfer previously proposed. Key outcome is to address the high Risk to the CSS application with the program s current budget and establish a firm base for future modernization projects. The Risks to be addressed consist of an aging mainframe technology that is expensive to support, the code base is over 25 years old and has reached its end of life. The code requires a specialized skill set that is no longer renewable in the IT Industry, and the application can no longer be enhanced to meet the ongoing business needs of CSS. While this project only focuses on moving the current system to a more modern platform, the overall solution involves multiple projects providing the program with all of the functionality previously envisioned in its previously proposed state system transfer effort. The Economic Analysis Worksheets reflect the entire series of projects. This project, however, focuses on the initial stage of the solution which is to engage with an external vendor who specializes in converting the existing application from its old environment and move it to a new 3-tiered Architecture that utilizes modern technology and coding techniques. The new system will be a Microsoft Cloud based technology that will use SQL Server as its Data base and .NET/C# as it s code base.											
Is this an Infrastructure Project? (Y/N)											
N											
Will Business Process Modeling be completed during the IT project and business design? (Y/N)											
Y											
Will national and/or industry data standards be used? (Y/N)											
Y											
If yes, please specify. This project is only changing the platform, Data base and programming language, there is no change in the Application design, no change in the business processes or work flows, Industry standards for the targeted SQL Server DB are already in practice by the State IT department because they already support SQL Server. The new Platform will be hosted with the State Data as a Service (Unisys) Partner where all industry standards are currently in place.											
List any collaboration that has taken place in the planning of the IT Project, and/or will take place during execution of the project. Include tools, methods, and best practices used for providing collaboration, user input, and continued social networking.											
Both State IT, and Business have been working side by side in the planning efforts for this project, The Project will use the current set of tools available for supporting collaboration throughout the execution of this project with internal resources and external resources. These tools consist of SharePoint, Outlook, MS Project, excel, MS Word, Viso and Powerpoint for all reporting and daily communication.											
5. Estimated Project Cost											
Category		Cost		KITO Rate Structure				Project Quarterly KITO Fee			
Internal Cost (Salaries)				Project Value Range				Quarterly Rate			
Contractual Services				\$250,000				\$1,000,000			
Commodities								0.004			
Capital Outlay				\$1,000,001				\$5,000,000			
Sub-Total Project Costs								0.003			
Total KITO Rate Fee				\$5,000,001				\$10,000,000			
								0.002			
Total Project Costs				\$10,000,001				Greater			
								0.0004			
				Infrastructure Projects				0.0003			
6. Project Subprojects (include name, start and end dates, and cost of each Subproject):											
Subproject Name		Start Date		End Date		Internal Cost		External Cost		Total Cost	
Planning		1/4/2021		10/1/2021							
Execution											
Development		10/1/2021		1/17/2023							
Testing		10/1/2021		1/17/2023							
Perform Knowledge Transfer		11/9/2022		2/8/2023							
Production Roll-out		12/2/2022		2/2/2023							
Operations Support		1/9/2023		2/5/2023							
KITO Rate Fee											
Enter Subproject 8 Name											
Execution Sub-Total		10/1/2021		2/8/2023							
Close-Out		1/18/2024		2/8/2024							
Grand Internal, External, and Total Costs											
7. Amount by Source of Financing:											
State Fiscal Years		1. Incentive		2. SGF 34%		3. FED 66%		4.		5.	
Previous SFY(s)											
SFY 2019											
SFY 2020											
SFY 2021											
SFY 2022											
SFY 2023											
SFY 2024											
SFY 2025											
SFY 2026											
SFY 2027											
SFY 2028											
SFY 2029											
SFY 2030											
Total Project Costs											
Description of funds listed above											
CSS (Child Support Services) will use \$10m incentive funds to pay for the majority of the project that will cover through the first part of 2021, Then the remainder of the budget will be covered utilizing SGF and Federal matching money.											

INFORMATION TECHNOLOGY PROJECT REQUEST EXPLANATION – DA 519				
1. Project Title		2. Estimated Dates		Projected Months from
CSS Re-Platforming		Planning Start:	1/4/2021	Execution to Close-Out
		Execution Start:	10/1/2021	
		Close-Out End:	2/8/2024	
3. Agency		4. Project Director/Project Manager		
State of Kansas (Department of Children Family Services) DCF CSS		Jennifer Elliott/Parrish Whistler		
5. Qualitative and Quantitative Savings Explanation				
At the conclusion of this project CSS will no longer be on the Mainframe and will be relieved of the monthly maintenance expense of \$5m. Once Transitioned CSS will see a \$3m cost savings/year comparing the new platform cost to the old mainframe. Qualitative savings the system will be up to date on the latest technology both hardware and software that will allow the state to have more resources available for supporting the new system.				

6. Qualitative and Quantitative Savings Estimate														
Description of Savings		Previous SFY(s)	SFY 2019	SFY 2020	SFY 2021	SFY 2022	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028	SFY 2029	SFY 2030
Cost Avoidance (Soft Dollars)														
Cost of Mainframe resources no longer needed due to transition to knew platform but will be seen in the form of new resources on								\$2,000,000	\$2,000,000	\$2,000,000				
Subtotal		\$6,000,000	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000	\$2,000,000	\$0	\$0	\$0	\$0
Cash Savings (Hard Dollars)														
Cost associated with the Mainframe support that will not be expensed on the new platform								\$3,000,000	\$3,000,000	\$3,000,000				
Subtotal		\$9,000,000	\$0	\$0	\$0	\$0	\$0	\$3,000,000	\$3,000,000	\$3,000,000	\$0	\$0	\$0	\$0
Other (Include Intangible Benefits)														
Subtotal		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Quantitative Savings		\$15,000,000	\$0	\$0	\$0	\$0	\$0	\$5,000,000	\$5,000,000	\$5,000,000	\$0	\$0	\$0	\$0
7. Summary*		Previous SFY(s)	SFY 2019	SFY 2020	SFY 2021	SFY 2022	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028	SFY 2029	SFY 2030
Project Costs	Total													
Net Cost Benefit	Total													
Cost Benefit per Month														
Calendar Months to Break Even														
8. Ongoing Cost		Previous SFY(s)	SFY 2019	SFY 2020	SFY 2021	SFY 2022	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028	SFY 2029	SFY 2030
Operational Cost for three ensuing SFYs														

* Project Costs = Total Cost of Project over all Fiscal Years from all Funding Sources
Net Cost Benefit = Total Qualitative & Quantitative Savings minus Total Project Costs
Cost Benefit per Month = Total Qualitative & Quantitative Savings divided by Length of Project in months
Calendar Months to Break Even = Total Project Costs divided by Cost Benefit per Month

Project Management Plan: Work Product Identification

Project: CSS Re-Platforming

Date: 08/12/2021

<i>Deliverable #</i>	<i>WBS#</i>	<i>Deliverable Name</i>	<i>Cost \$\$</i>	<i>Due Date</i>	<i>Date Delivered</i>	<i>Point of Contact</i>
		Software Payments (Non-Labor)				Arasu / Parrish
	1.1.4.1.1.7	Software (Non-Labor Cost Factors) - Milestone 1		6/16/21	6/16/21	
	1.2.3.2.5.2.1.3.1	Software (Non-Labor Cost Factors) - Milestone 2		6/15/22		
1.0		PMO Activities				Arasu / Parrish
1.1	1.1.2.3.1.2	Methodology Selection		8/5/21		
1.2	1.1.1.3.10.5.9	Conduct the Project Kick-off Session		6/1/21	6/1/21	
1.3	1.1.2.3.2.4.12	Project Schedule		10/1/21		
1.3	1.1.2.3.3.1.2.11	Written Project Plan, including		9/17/21		
1.4	1.1.2.3.3.5.13 1.1.2.3.3.3.12 1.1.2.3.3.2.12 1.1.2.3.3.4.12	Communication Management, Issues and Risk Management, Change Management Quality Assurance Plans		9/17/21 9/22/21 10/1/21 10/1/21		
1.5	1.2.7.1.11	Weekly Status Reports		1/12/23	Each Friday	
1.6	1.2.7.1.8	Monthly Status Reports		2/14/23		
1.7	1.2.7.1.5	Quarterly Status Reports		3/21/23		
1.8	1.2.2.5.31	(Periodic) State meetings		1/9/23		
1.9	1.1.2.3.4.1.13	Staffing Plan PMO		9/23/21		
1.10	1.1.2.3.4.2.13	Staffing Plan Development		9/23/21		
1.11	1.1.2.3.4.3.13	Staffing Plan Testing		9/23/21		
1.12	1.1.2.3.4.4.13	Staffing Plan Implementation Support		9/23/21		
1.14	1.1.2.3.2.4.13	State Chief Information Technology Officers (CITO) High Level/Detailed Plan		10/1/21		
1.15	1.2.7.1.3	Update Project Documents		3/8/23		
1.16	1.3.5	Project Closeout Document		2/8/24		

Project Management Plan: Work Product Identification

Project: CSS Re-Platforming

Date: 08/12/2021

<i>Deliverable #</i>	<i>WBS#</i>	<i>Deliverable Name</i>	<i>Cost \$\$</i>	<i>Due Date</i>	<i>Date Delivered</i>	<i>Point of Contact</i>
2.0		Security				Arasu / Parrish
2.1	1.2.4.2.1.6	Initial System Security Plan		10/19/21		
2.2	1.2.4.2.2.14	Security Test and Evaluation Plan		12/14/21		
3.0		Planning				Arasu / Parrish
3.1	1.2.4.4.6	Development Approach Plan		10/25/21		
3.2	1.2.4.3.4	Data Conversion Management Plan		10/07/21		
3.3	1.2.4.5.11	Testing Management Plan		12/3/21		
3.4	1.2.3.1.1.9	Configuration and CSS Environments Build		12/1/21		
4.0		Analysis				Arasu / Parrish
4.1	1.1.3.2.12	Requirements Management Plan		9/17/21		
4.2	1.1.3.3.11	Technical Training and Mentoring Plan		9/24/21		
5.0		Design				Arasu / Parrish
5.1	1.1.5.1.2.1.11	Conceptual Design		9/13/21		
6.0		Development				
6.1	1.2.3.2.7	Converted development source code, database and data		1/17/23		
7.0		Testing				Arasu / Parrish
7.1	1.2.4.7.8.3	Unit Testing results		6/30/22		
7.2	1.2.4.7.14	Acceptance test plans, data and execution results		11/08/22		
7.3	1.2.6.11.4	Completed, fully tested system installed in new environments		1/9/23		
8.0		Operations Support				Arasu / Parrish
8.1	1.2.7.3.1.8	Operations Plan		3/8/23		
8.2	1.2.7.3.2.6	Technical Support Procedures		2/28/23		
8.3	1.2.4.8.3.12	Implementation and Initialization Plan		7/27/22		

Project Management Plan: Work Product Identification*Project: CSS Re-Platforming**Date: 08/12//2021*

<i>Deliverable #</i>	<i>WBS#</i>	<i>Deliverable Name</i>	<i>Cost \$\$</i>	<i>Due Date</i>	<i>Date Delivered</i>	<i>Point of Contact</i>
9.0		Training/Documentation				Arasu / Parrish
9.1	1.2.7.5.3	Technical Staff Training		2/13/23		
9.3	1.2.7.2.3	System Documentation		2/17/23		

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
1	CSS RE-Platforming	782 days	57,777.43 h...	Mon 1/4/21	Thu 2/8/24			No
2	Planning	192 days	13,274.52 h...	Mon 1/4/21	Fri 10/1/21			No
3	Major Project Milestones	172 days	1,682.1 hrs	Mon 1/4/21	Thu 9/2/21			No
4	Notification of Contract Award	0 days	0 hrs	Mon 1/4/21	Mon 1/4/21			<u>Yes</u>
5	Contract Signature	0 days	0 hrs	Mon 3/8/21	Mon 3/8/21			<u>Yes</u>
6	Initial Preparation and Planning	21 days	1,682.1 hrs	Mon 5/3/21	Tue 6/1/21			No
7	State Staff and Availability for Planning	10 days	240 hrs	Mon 5/3/21	Fri 5/14/21		Project Manager,State PM,State Rsc	No
8	Review System Documentation Needs and Availability	10 days	240 hrs	Mon 5/3/21	Fri 5/14/21		Project Manager,State PM,State Rsc	No
9	KAECSES System Review and Plan for Training	10 days	240 hrs	Mon 5/3/21	Fri 5/14/21		Project Manager,State PM,State Rsc	No
10	Logistics for Remote Work – Team, Meetings and Format	10 days	240 hrs	Mon 5/3/21	Fri 5/14/21		Project Manager,State PM,State Rsc	No
11	Initial State Meetings	10 days	50 hrs	Mon 5/17/21	Fri 5/28/21	10	Mainframe Developer[50%],Project Manager[50%]	No
12	Gather Information for Background Checks	10 days	50 hrs	Mon 5/17/21	Fri 5/28/21	11SS	Mainframe Developer[50%],Project Manager[50%]	No
13	Prepare Initial Org Charts	5 days	40 hrs	Mon 5/24/21	Fri 5/28/21	12SS+5 day	Mainframe Developer[50%],Project Manager[50%]	No
14	Create Methodology Selection DED and Submit to the State	5 days	50 hrs	Mon 5/3/21	Fri 5/7/21	13	Project Manager,Technical Manager	No
15	State Reviews the Methodology Selection DED	5 days	40 hrs	Mon 5/10/21	Fri 5/14/21	14	State Rsc	No
16	*Project Initiation Kickoff Meeting (~Deliverable 1.2)	16 days	426 hrs	Mon 5/10/21	Tue 6/1/21	15		No
36	Review and Revise the Methodology Selection DED Based on State Comment	5 days	50.1 hrs	Mon 5/17/21	Fri 5/21/21	16	Project Manager[92%],Technical Manager	No
37	State Reviews and Approves the Revised Methodology Selection DED	1 day	8 hrs	Mon 5/24/21	Mon 5/24/21	36	State PM	No
38	<u>Methodology Selection Deliverable Expectation Document (DED) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 5/24/21</u>	<u>Mon 5/24/21</u>	<u>37</u>		<u>Yes</u>
39	<u>Initial Preparation and Planning - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 5/28/21</u>	<u>Fri 5/28/21</u>	<u>7,8,9,37,13</u>		<u>Yes</u>
40	Provide Assessment & Logical Applications Workbook	1 day	4 hrs	Fri 5/21/21	Fri 5/21/21	42FS+3 day	Assessment Lead[50%]	No
41	Provide Gen Extractor utility	1 day	4 hrs	Fri 5/21/21	Fri 5/21/21	42FS+3 day	Assessment Lead[50%]	No
42	Project Start	0 days	0 hrs	Wed 6/2/21	Wed 6/2/21			<u>Yes</u>
43	Application Assessment	0 days	0 hrs	Wed 9/1/21	Wed 9/1/21			<u>Yes</u>
44	State Review of the Conceptual Design	0 days	0 hrs	Thu 9/2/21	Thu 9/2/21	532FS+4 d		<u>Yes</u>
45	Project Management (Task 1.0)	86 days	6,500.94 hrs	Wed 6/2/21	Fri 10/1/21			No
46	Establish Project Control Mechanisms	32 days	145.8 hrs	Wed 6/2/21	Fri 7/16/21			No
47	Setup Status Reporting Mechanisms - templates and distribution	4 days	22 hrs	Mon 6/14/21	Thu 6/17/21		Project Manager[75%],Quality Assurance[50%]	No
48	Review Specs for the SharePoint Site Project Documentation	5 days	20 hrs	Fri 6/18/21	Thu 6/24/21		Project Manager[75%],Quality Assurance[75%]	No
49	Setup SharePoint Site for project documentation	5 days	25 hrs	Fri 6/25/21	Thu 7/1/21	48	Quality Assurance[50%],Project Manager[50%]	No
50	Perform Preliminary on the Test SharePoint Site Setup and Confirm Readiness	5 days	36 hrs	Fri 7/2/21	Fri 7/9/21	49	Project Manager[75%],Quality Assurance[75%]	No
51	Perform Final Test of the SharePoint Site Setup and Confirm Readiness	5 days	19.8 hrs	Mon 7/12/21	Fri 7/16/21	50	Project Manager[75%],Quality Assurance[75%]	No
52	Setup Status Meetings	3 days	3 hrs	Wed 6/2/21	Fri 6/4/21		Project Manager[25%]	No
53	Setup Project Dashboard and Scorecard	5 days	5 hrs	Mon 6/14/21	Fri 6/18/21	52	Project Manager[25%]	No
54	Work with Client for final approval of Project Dashboard and Scorecard	5 days	10 hrs	Mon 6/21/21	Fri 6/25/21	53	Project Manager[25%]	No
55	Setup Project Accounting Structure	5 days	5 hrs	Mon 6/28/21	Fri 7/2/21	54	Project Manager[25%]	No
56	<u>Establish Project Control Mechanisms - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 7/16/21</u>	<u>Fri 7/16/21</u>	<u>51,54,55</u>		<u>Yes</u>
57	Project Status Reports and Meetings	86 days	1,170.69 hrs	Wed 6/2/21	Fri 10/1/21			No
110	Project Management Planning	86 days	5,184.44 hrs	Wed 6/2/21	Fri 10/1/21			No
111	Methodology Selection Deliverable (~Deliverable 1.1)	10 days	112.5 hrs	Fri 7/23/21	Thu 8/5/21			No
114	State Chief Information Technology Officers (CITO) High Level/Detailed Plan Development	85 days	1,470.2 hrs	Thu 6/3/21	Fri 10/1/21			No
152	Written Project Plan (~Deliverable 1.4)	86 days	1,995.74 hrs	Wed 6/2/21	Fri 10/1/21			No
245	Staffing Plans	47 days	1,606 hrs	Tue 7/20/21	Thu 9/23/21			No
323	Solution & Test Planning (Tasks 2.0, 3.0)	86 days	3,184.28 hrs	Wed 6/2/21	Fri 10/1/21			No
324	Core KAECSES-CSE System Environments	50 days	312 hrs	Wed 6/2/21	Wed 8/11/21			No
325	DCF Infrastructure and Configuration of Environments (~Deliverable 3.4.1)	31 days	248 hrs	Wed 6/2/21	Thu 7/15/21			No
332	CSS System Environments DED (~Deliverable 3.4.2)	8 days	64 hrs	Mon 8/2/21	Wed 8/11/21			No
338	Requirements Management Plan	40 days	221.5 hrs	Fri 7/23/21	Fri 9/17/21			No
339	Requirements Management Plan DED	10 days	71.5 hrs	Fri 7/23/21	Thu 8/5/21			No
345	Prepare Requirements Management Plan for State Submission	5 days	8.5 hrs	Fri 8/6/21	Thu 8/12/21	344	Functional/Testing Lead	No
346	Conduent Review of Requirements Management Plan	2 days	5.5 hrs	Fri 8/13/21	Mon 8/16/21	345	Functional/Testing Lead[50%],Quality Assurance,Pr	No
347	<u>Submit Requirements Management Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 8/16/21</u>	<u>Mon 8/16/21</u>	<u>346</u>		<u>Yes</u>
348	State Review of the Requirements Management Plan	9 days	72 hrs	Tue 8/17/21	Fri 8/27/21	347	State Rsc	No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
349	Conduent Revises the Requirements Management Plan Based on State Comm	3 days	4 hrs	Mon 8/30/21	Wed 9/1/21	348	Functional/Testing Lead	No
350	Conduent Review of the Requirements Management Plan Based on State Comm	2 days	6 hrs	Thu 9/2/21	Fri 9/3/21	349	Project Manager,Functional/Testing Lead	No
351	<u>Resubmit Requirements Management Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 9/3/21</u>	<u>Fri 9/3/21</u>	<u>350</u>		<u>Yes</u>
352	State Reviews Revised Requirements Management Plan based on State Comments	5 days	40 hrs	Tue 9/7/21	Mon 9/13/21	351	State Rsc	No
353	Make Final Updates to the Requirements Management Plan	3 days	6 hrs	Tue 9/14/21	Thu 9/16/21	352	Project Manager,Functional/Testing Lead,State	No
354	State Approves the Requirements Management Plan	1 day	8 hrs	Fri 9/17/21	Fri 9/17/21	353	State Rsc	No
355	<u>Requirements Management Plan (~Deliverable 4.1) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 9/17/21</u>	<u>Fri 9/17/21</u>	<u>354</u>		<u>Yes</u>
356	Technical Training and Mentoring Plan -	24 days	233.02 hrs	Mon 8/23/21	Fri 9/24/21			No
357	Prepare Technical Training and Mentoring Plan for State Submission	6 days	74.02 hrs	Mon 8/23/21	Mon 8/30/21		Project Manager[25%],Product Lead[25%],Product	No
358	Conduent Review of Technical Training and Mentoring Plan	2 days	13 hrs	Tue 8/31/21	Wed 9/14/21	357	Project Manager[25%],Product Lead[25%],Technica	No
359	Revise Technical Training and Mentoring Plan per Conduent Review	2 days	16 hrs	Thu 9/2/21	Fri 9/3/21	358	Product Lead[25%],Technical Manager[25%],Func	No
360	Final Conduent Review of Technical Training and Mentoring Plan	1 day	9 hrs	Tue 9/7/21	Tue 9/7/21	359	Project Manager[25%],Product Lead[25%],Technica	No
361	<u>Submit Technical Training and Mentoring Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 9/7/21</u>	<u>Tue 9/7/21</u>	<u>360</u>		<u>Yes</u>
362	State Review of the Technical Training and Mentoring Plan	5 days	40 hrs	Wed 9/8/21	Tue 9/14/21	361	State Rsc	No
363	Conduent Revises the Technical Training and Mentoring Plan Based on State	3 days	33 hrs	Wed 9/15/21	Fri 9/17/21	362	Project Manager[25%],Product Lead[25%],Product	No
364	Conduent Reviews the Technical Training and Mentoring Plan Based on State	1 day	11 hrs	Mon 9/20/21	Mon 9/20/21	363	Project Manager[25%],Product Lead[25%],Technica	No
365	Make Final Updates to the Technical Training and Mentoring Plan	3 days	29 hrs	Tue 9/21/21	Thu 9/23/21	364	Project Manager[25%],Product Lead[25%],Product	No
366	State Approves the Technical Training and Mentoring Plan	1 day	8 hrs	Fri 9/24/21	Fri 9/24/21	365	State Rsc	No
367	<u>Technical Training and Mentoring Plan - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 9/24/21</u>	<u>Fri 9/24/21</u>	<u>366</u>		<u>Yes</u>
368	Security Planning	59 days	570.05 hrs	Mon 7/12/21	Fri 10/1/21			No
369	Initial System Security Plan (~Deliverable 2.1)	59 days	570.05 hrs	Mon 7/12/21	Fri 10/1/21			No
394	Development Approach Plan	48 days	205.1 hrs	Tue 7/27/21	Fri 10/1/21			No
395	Development Approach Plan DED	11 days	67.6 hrs	Tue 7/27/21	Tue 8/10/21			No
401	Prepare Development Approach Plan for State Submission	5 days	11.6 hrs	Wed 8/11/21	Tue 8/17/21	400	Project Manager,DBA	No
402	Internal Review of the Development Approach Plan for State Submission	4 days	12 hrs	Wed 8/18/21	Mon 8/23/21	401	Project Manager,DBA	No
403	Conduent Review of Development Approach Plan	5 days	12.4 hrs	Tue 8/24/21	Mon 8/30/21	402	Project Manager,DBA	No
404	<u>Submit Development Approach Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 8/30/21</u>	<u>Mon 8/30/21</u>	<u>403</u>		<u>Yes</u>
405	State Review of the Development Approach Plan	10 days	80 hrs	Fri 9/3/21	Fri 9/17/21	404FS+3 de	State Rsc	No
406	Conduent Reviews the Development Approach Plan Based on State Comment	5 days	8 hrs	Mon 9/20/21	Fri 9/24/21	405	Project Manager,DBA	No
407	Conduent Revise the Development Approach Plan Based on State Comments	5 days	13.5 hrs	Mon 9/27/21	Fri 10/1/21	406	Project Manager,DBA	No
408	Data Conversion Management Plan	43 days	267 hrs	Mon 8/2/21	Thu 9/30/21			No
409	Data Conversion Management Plan DED	14 days	83.5 hrs	Mon 8/2/21	Thu 8/19/21			No
415	Prepare Data Conversion Management Plan for State Submission	5 days	21.5 hrs	Fri 8/20/21	Thu 8/26/21	414	Project Manager,Mainframe Developer	No
416	Review & Revise the Data Conversion Management Plan per Internal Review	1 day	7.5 hrs	Fri 8/27/21	Fri 8/27/21	415	Project Manager,Mainframe Developer	No
417	Conduent QA Review of Data Conversion Management Plan	2 days	6 hrs	Mon 8/30/21	Tue 8/31/21	416	Project Manager,Mainframe Developer	No
418	<u>Submit Data Conversion Management Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 8/31/21</u>	<u>Tue 8/31/21</u>	<u>417</u>		<u>Yes</u>
419	State Review of the Data Conversion Management Plan	10 days	80 hrs	Wed 9/1/21	Wed 9/15/21	418	State Rsc	No
420	Conduent Review & Revise the Data Conversion Management Plan and Meets with the State for any Clarifications	4 days	15 hrs	Thu 9/16/21	Tue 9/21/21	419	Project Manager,Mainframe Developer	No
421	Conduent QA Review of the Data Conversion Management Plan Based on Sta	2 days	13.5 hrs	Wed 9/22/21	Thu 9/23/21	420	Mainframe Developer,Quality Assurance	No
422	<u>Resubmit Data Conversion Management Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Thu 9/23/21</u>	<u>Thu 9/23/21</u>	<u>421</u>		<u>Yes</u>
423	State Reviews Revised Data Conversion Management Plan based on State Comments	5 days	40 hrs	Fri 9/24/21	Thu 9/30/21	422	State Rsc	No
424	Test Preparation	78 days	1,375.61 hrs	Mon 6/14/21	Fri 10/1/21			No
425	Test Strategy Workshops	13 days	468 hrs	Mon 6/14/21	Wed 6/30/21			No
429	Test Preparation and Training - Mainframe Environments	56 days	907.61 hrs	Thu 7/15/21	Fri 10/1/21			No
449	Analysis (Task 4.0)	84 days	1,075.2 hrs	Thu 6/3/21	Thu 9/30/21			No
450	Kansas Assessment	84 days	1,075.2 hrs	Thu 6/3/21	Thu 9/30/21			No
451	Setup and Collection	40 days	372 hrs	Thu 6/3/21	Thu 7/29/21			No
464	Reporting and Resolution	38 days	445.6 hrs	Wed 6/30/21	Mon 8/23/21			No
493	Findings Preparation	19 days	66.6 hrs	Tue 8/3/21	Fri 8/27/21			No
504	Develop Technical Specifications (~Deliverable 4.2)	19 days	152 hrs	Tue 8/24/21	Mon 9/20/21			No
508	System Definition Review Toll Gate (Part of 4.2)	8 days	39 hrs	Tue 9/21/21	Thu 9/30/21			No
517	Design (Task 5.0)	33 days	486 hrs	Wed 7/28/21	Mon 9/13/21			No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
518	Conceptual Design	33 days	486 hrs	Wed 7/28/21	Mon 9/13/21			No
519	Conceptual Design DED	12 days	112 hrs	Wed 7/28/21	Thu 8/12/21			No
525	Detailed Conceptual Design (~Deliverable 5.1)	21 days	374 hrs	Fri 8/13/21	Mon 9/13/21			No
538	Development Environment Design Planning	35 days	346 hrs	Thu 8/12/21	Thu 9/30/21			No
539	<i>Conduct Environment Definition and Configuration Meetings with State</i>	<i>7 days</i>	<i>49 hrs</i>	<i>Thu 8/12/21</i>	<i>Fri 8/20/21</i>	<i>337</i>	<i>Infrastructure Engineer,DBA</i>	<i>No</i>
540	Develop Plans for Installation and Verification	<i>10 days</i>	<i>60 hrs</i>	<i>Mon 8/23/21</i>	<i>Fri 9/3/21</i>	<i>539</i>	<i>Infrastructure Engineer[50%],DBA[50%]</i>	<i>No</i>
541	Activate AZURE Subscriptions	17 days	137 hrs	Tue 9/7/21	Wed 9/29/21			No
542	<i>Activation and Configuration Part 1</i>	<i>10 days</i>	<i>114 hrs</i>	<i>Tue 9/7/21</i>	<i>Mon 9/20/21</i>	<i>540</i>	<i>Infrastructure Engineer[75%],DBA[75%]</i>	<i>No</i>
543	<i>Activation and Configuration Part 2</i>	<i>7 days</i>	<i>23 hrs</i>	<i>Tue 9/21/21</i>	<i>Wed 9/29/21</i>	<i>542</i>	<i>Infrastructure Engineer[75%],DBA[75%]</i>	<i>No</i>
544	Validate Configuration and Complete CSS Environments	9 days	100 hrs	Mon 9/20/21	Thu 9/30/21	543	Infrastructure Engineer[75%],DBA[75%]	No
545	Server Build Docs Preparation, including User Access Requirements - Security Groups, Service Accounts	8 days	64 hrs	Tue 9/21/21	Thu 9/30/21	542	State Rsc	No
546	Execution (Tasks 6.0,7.0)	588 days	44,413.91 h...	Fri 10/1/21	Mon 2/5/24			No
547	Milestones	244 days	0 hrs	Fri 1/14/22	Mon 1/9/23			No
548	Initial Source Code Delivery	0 days	<u>0 hrs</u>	Fri 1/14/22	Fri 1/14/22	<u>753,755</u>		<u>Yes</u>
549	Acceptance Testing Complete	0 days	<u>0 hrs</u>	Tue 11/8/22	Tue 11/8/22	<u>1059</u>		<u>Yes</u>
550	System Production Test	0 days	<u>0 hrs</u>	Thu 12/1/22	Thu 12/1/22	<u>1027</u>		<u>Yes</u>
551	Implementation Complete	0 days	<u>0 hrs</u>	Fri 1/6/23	Fri 1/6/23	<u>1176</u>		<u>Yes</u>
552	Operations Support Begin	0 days	<u>0 hrs</u>	Mon 1/9/23	Mon 1/9/23	<u>1264SS,1265</u>		<u>Yes</u>
553	Project Management Tasks	317 days	3,290.48 hrs	Mon 10/4/21	Mon 1/9/23			No
554	Project Planning Review Toll Gate	8 days	32.17 hrs	Mon 10/4/21	Wed 10/13/21			No
555	Update Toll Gate checklist for Project Planning	1 day	3 hrs	Mon 10/4/21	Mon 10/4/21	114,138,152	Project Manager[50%]	No
556	Create or obtain artifacts for the Project Planning toll gate	3 days	12.17 hrs	Tue 10/5/21	Thu 10/7/21	555	Project Manager[25%], Technical Manager[25%], Fur	No
557	Updated Toll Gate checklist	1 day	3 hrs	Fri 10/8/21	Fri 10/8/21	556	Project Manager[50%]	No
558	Setup the Toll Gate review meeting	1 day	2 hrs	Mon 10/11/21	Mon 10/11/21	557	Project Manager[25%]	No
559	Conduct the Project Planning Toll Gate review	1 day	10 hrs	Tue 10/12/21	Tue 10/12/21	558	Project Manager[25%], Technical Manager[25%], Fur	No
560	Update the check list for any items that come out of the review meeting	1 day	2 hrs	Wed 10/13/21	Wed 10/13/21	559	Project Manager[25%]	No
561	<u>Project Planning Review Toll Gate - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Wed 10/13/21</u>	<u>Wed 10/13/21</u>	<u>560</u>		<u>Yes</u>
562	Weekly Tasks	314 days	917.2 hrs	Tue 10/5/21	Thu 1/5/23			No
628	Monthly Status Reports (~Deliverable 1.6)	301 days	81 hrs	Wed 10/6/21	Mon 12/12/22			No
644	Quarterly Status Reports (~Deliverable 1.7)	264 days	325.15 hrs	Tue 12/7/21	Tue 12/20/22			No
650	Periodic State Meetings (~Deliverable 1.8)	317 days	1,934.97 hrs	Mon 10/4/21	Mon 1/9/23			No
682	Development	323 days	5,704.03 hrs	Fri 10/1/21	Tue 1/17/23			No
683	Development Environment (~Deliverable 3.4.3) (1179)	43 days	552 hrs	Fri 10/1/21	Wed 12/1/21			No
684	Validate Configuration and Complete CSS Environments	43 days	552 hrs	Fri 10/1/21	Wed 12/1/21			No
694	Development- Converted develop source code, database	323 days	5,152.03 hrs	Fri 10/1/21	Tue 1/17/23			No
695	DB2 Database Conversion	69 days	1,231.83 hrs	Fri 10/1/21	Mon 1/10/22			No
715	Development Environment (~Deliverable 3.4.3) (796 AZURE)	28 days	302 hrs	Wed 12/1/21	Tue 1/11/22			No
722	Complete and Deliver Database Conversion and Data Results Document	5 days	51.2 hrs	Wed 1/5/22	Tue 1/11/22	714	Database Modernization Specialist 1[60%],Database	No
723	<u>Database Conversion, Data and Prelim Tests - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 1/11/22</u>	<u>Tue 1/11/22</u>	<u>712,713,722</u>		<u>Yes</u>
724	Application Source Code Migration	260 days	3,540.5 hrs	Fri 10/1/21	Tue 10/11/22			No
788	Complete and Deliver Application Source Code Conversion Results Document	5 days	26.5 hrs	Wed 1/12/22	Wed 1/19/22	723	Technical Manager[10%], Technical Modernization L	No
789	<u>Converted development source code, database and data (~Deliverable 6.1) - C</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 1/17/23</u>	<u>Tue 1/17/23</u>	<u>723,1101</u>		<u>Yes</u>
790	<u>Development (Task 6.0) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 1/17/23</u>	<u>Tue 1/17/23</u>	<u>789</u>		<u>Yes</u>
791	Test solution (Tasks 2.0, 3.0)	323 days	22,508.55 h...	Fri 10/1/21	Tue 1/17/23			No
792	Converted Development Source Code, Database and Data DED	10 days	72 hrs	Mon 10/11/21	Fri 10/22/21			No
793	Create Converted development source code, database and data DED and Sub	2 days	12 hrs	Mon 10/11/21	Tue 10/12/21		Functional/Testing Lead[50%], Technical Moderniza	No
794	State Reviews the Converted development source code, database and data DE	5 days	40 hrs	Wed 10/13/21	Tue 10/19/21	793	State Rsc	No
795	Review and Revise the Converted development source code, database and data DED Based on State Comments	1 day	4 hrs	Wed 10/20/21	Wed 10/20/21	794	Functional/Testing Lead[25%], Technical Modernization Lead[25%]	No
796	State Reviews and Approves the Revised Converted development source code, database and data DED	2 days	16 hrs	Thu 10/21/21	Fri 10/22/21	795	State Rsc	No
797	<u>Converted development source code, database and data Deliverable Expectation Document (DED) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 10/22/21</u>	<u>Fri 10/22/21</u>			<u>Yes</u>
798	Security Planning	52 days	595.32 hrs	Fri 10/1/21	Tue 12/14/21			No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
799	Initial System Security Plan (~Deliverable 2.1)	13 days	115.5 hrs	Fri 10/1/21	Tue 10/19/21			No
806	Security Test and Evaluation Plan (~Deliverable 2.2)	51 days	479.82 hrs	Mon 10/4/21	Tue 12/14/21			No
821	<u>Security Plan Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 12/14/21</u>	<u>Tue 12/14/21</u>	820		<u>Yes</u>
822	Data Conversion Management Plan (~Deliverable 3.2)	5 days	33 hrs	Fri 10/1/21	Thu 10/7/21			No
823	Conduent Reviews the State's 2nd Round Comments on the Data Conversion Management Plan and Prepares for Joint Meeting	2 days	15 hrs	Fri 10/1/21	Mon 10/4/21	423	Mainframe Developer, Quality Assurance	No
824	Make Final Updates to the Data Conversion Management Plan	2 days	10 hrs	Tue 10/5/21	Wed 10/6/21	823	Project Manager, Mainframe Developer, State	No
825	State Approves the Data Conversion Management Plan	1 day	8 hrs	Thu 10/7/21	Thu 10/7/21	824	State Rsc	No
826	<u>Data Conversion Management Plan (~Deliverable 3.2) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Thu 10/7/21</u>	<u>Thu 10/7/21</u>	<u>825</u>		<u>Yes</u>
827	Development Approach Plan (~Deliverable 3.1)	16 days	82 hrs	Mon 10/4/21	Mon 10/25/21			No
828	Final Revisions of the Development Approach Plan Based on Conduent Review	5 days	15 hrs	Mon 10/4/21	Fri 10/8/21	407	Project Manager, DBA	No
829	<u>Resubmit Development Approach Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 10/8/21</u>	<u>Fri 10/8/21</u>	<u>828</u>		<u>Yes</u>
830	State Reviews Revised Development Approach Plan based on State Comments	5 days	40 hrs	Mon 10/11/21	Fri 10/15/21	829	State Rsc	No
831	Make Final Updates to the Development Approach Plan	5 days	19 hrs	Mon 10/18/21	Fri 10/22/21	830	Project Manager, DBA, State	No
832	State Approves the Development Approach Plan	1 day	8 hrs	Mon 10/25/21	Mon 10/25/21	831	State Rsc	No
833	<u>Development Approach Plan (~Deliverable 3.1) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 10/25/21</u>	<u>Mon 10/25/21</u>	<u>832</u>		<u>Yes</u>
834	Testing Management Plan (~Deliverable 3.3)	44 days	235 hrs	Mon 10/4/21	Fri 12/3/21			No
835	Testing Management Plan DED	9 days	54 hrs	Mon 10/4/21	Thu 10/14/21			No
840	Prepare Testing Management Plan for State Submission	5 days	10 hrs	Fri 10/15/21	Thu 10/21/21	839	Project Manager, Functional/Testing Lead	No
841	Conduent Review of Testing Management Plan	4 days	8 hrs	Fri 10/22/21	Wed 10/27/21	840	Project Manager, Functional/Testing Lead	No
842	<u>Submit Testing Management Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Wed 10/27/21</u>	<u>Wed 10/27/21</u>	<u>841</u>		<u>Yes</u>
843	State Review of the Testing Management Plan	10 days	80 hrs	Thu 10/28/21	Wed 11/10/21	842	State Rsc	No
844	Conduent Review & Revises the Testing Management Plan Based on State Comments	5 days	15 hrs	Thu 11/11/21	Wed 11/17/21	843	Project Manager, Functional/Testing Lead	No
845	<u>Resubmit Testing Management Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Wed 11/17/21</u>	<u>Wed 11/17/21</u>	<u>844</u>		<u>Yes</u>
846	State Reviews Revised Testing Management Plan based on State Comments	5 days	40 hrs	Thu 11/18/21	Wed 11/24/21	845	State Rsc	No
847	Make Final Updates to the Testing Management Plan	5 days	20 hrs	Fri 11/26/21	Thu 12/2/21	846	Project Manager, Functional/Testing Lead, State	No
848	State Approves the Testing Management Plan	1 day	8 hrs	Fri 12/3/21	Fri 12/3/21	847	State Rsc	No
849	<u>Testing Management Plan (~Deliverable 3.3) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 12/3/21</u>	<u>Fri 12/3/21</u>	<u>848</u>		<u>Yes</u>
850	Acceptance Test Planning (~Deliverable 7.2.1)	54 days	547.3 hrs	Wed 1/12/22	Tue 3/29/22			No
851	Acceptance test plans, data and execution results DED	9 days	112.5 hrs	Wed 1/12/22	Tue 1/25/22			No
857	Prepare Acceptance Test Plan for State Submission	5 days	60 hrs	Wed 1/26/22	Tue 2/1/22	856,722	Product Lead[50%], Product Specialist 1[50%], Product Specialist 2[50%]	No
858	Conduent Review of Acceptance Test Plan	4 days	12 hrs	Wed 2/2/22	Mon 2/7/22	857	Project Manager[70%]	No
859	<u>Submit Acceptance Test Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 2/7/22</u>	<u>Mon 2/7/22</u>	<u>858</u>		<u>Yes</u>
860	State Review of the Acceptance Test Plan	10 days	80 hrs	Tue 2/8/22	Mon 2/21/22	859	State Rsc	No
861	Conduent Revises the Acceptance Test Plan Based on State Comments	10 days	140 hrs	Tue 2/22/22	Mon 3/7/22	860	Product Lead[50%], Product Specialist 1[60%], Product Specialist 2[50%]	No
862	Conduent Review of the Acceptance Test Plan Based on State Comments	5 days	4.8 hrs	Tue 3/8/22	Mon 3/14/22	861	Project Manager[25%]	No
863	<u>Resubmit Acceptance Test Plan for State Review</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 3/14/22</u>	<u>Mon 3/14/22</u>	<u>862</u>		<u>Yes</u>
864	State Reviews Revised Acceptance Test Plan based on State Comments	5 days	40 hrs	Tue 3/15/22	Mon 3/21/22	863	State Rsc	No
865	Make Final Updates to the Acceptance Test Plan	5 days	90 hrs	Tue 3/22/22	Mon 3/28/22	864	Product Lead[75%], Product Specialist 1[75%], Product Specialist 2[75%]	No
866	State Approves the Acceptance Test Plan	1 day	8 hrs	Tue 3/29/22	Tue 3/29/22	865	State Rsc	No
867	<u>Acceptance Test Plan - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 3/29/22</u>	<u>Tue 3/29/22</u>	<u>866</u>		<u>Yes</u>
868	Testing Dev and Execution	322 days	18,287.1 hrs	Mon 10/4/21	Tue 1/17/23			No
869	Develop Pre-Delivery Test Scripts	20 days	204.22 hrs	Mon 10/4/21	Fri 10/29/21			No
872	Develop Unit Testing & Integration Test Scripts (Online & Batch)	49 days	793.8 hrs	Mon 11/1/21	Tue 1/11/22			No
883	Operational Reports - Validation and Testing	91 days	545 hrs	Mon 10/4/21	Fri 2/11/22			No
893	Develop Unit Testing & Integration Test Scripts (Online & Batch)	66 days	1,074.28 hrs	Wed 1/12/22	Thu 4/14/22			No
906	Provide Test Support to Modern Systems	228 days	508 hrs	Tue 12/14/21	Fri 11/4/22	729,731,732		No
919	Execute Test Scripts and Scenarios - Unit Testing & Integration Testing (Online & Batch)	114 days	6,621 hrs	Tue 1/18/22	Mon 6/27/22			No
956	Unit & Integration Testing Results DED	9 days	58 hrs	Tue 4/26/22	Fri 5/6/22			No
962	Unit & Integration Testing Results (~Deliverable 7.1)	7 days	29.6 hrs	Wed 6/22/22	Thu 6/30/22			No
966	<u>Unit Test Execution Phase - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Thu 6/30/22</u>	<u>Thu 6/30/22</u>	<u>965</u>		<u>Yes</u>
967	System Test Execution Phase	151 days	5,141.8 hrs	Wed 5/11/22	Tue 12/13/22			No
1017	Perform System Production Test (~Deliverable 7.3)	69 days	1,407 hrs	Thu 8/25/22	Thu 12/1/22			No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
1029	Security and Integration Testing	45 days	136.8 hrs	Fri 11/4/22	Tue 1/17/23			No
1037	Acceptance Testing Execution (~Deliverable 7.2.2)	59 days	1,767.6 hrs	Thu 8/25/22	Wed 11/16/22			No
1065	<u>Acceptance test plans, data and execution results (~Deliverable 7.2) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 11/8/22</u>	<u>Tue 11/8/22</u>	1064		<u>Yes</u>
1066	Deploy New Code New Environment	253 days	2,656.83 hrs	Wed 1/12/22	Tue 1/17/23			No
1067	Core KAECSSES-CSE System Environments	5 days	70 hrs	Wed 1/12/22	Wed 1/19/22			No
1073	Operational and Infrastructure Implementation	231 days	1,770 hrs	Mon 2/14/22	Tue 1/17/23			No
1102	Implementation and Initialization Plan (~Deliverable 8.3)	61 days	593 hrs	Mon 5/2/22	Wed 7/27/22			No
1120	Implementation Readiness	29 days	195.33 hrs	Tue 11/8/22	Mon 12/19/22			No
1127	Update Project Documents (~Deliverable Task 1.15)	3 days	28.5 hrs	Wed 1/4/23	Fri 1/6/23	1126		No
1129	Perform Knowledge Transfer	58 days	565.72 hrs	Wed 11/9/22	Wed 2/8/23			No
1130	Technical Staff Training DED	9 days	52 hrs	Wed 11/9/22	Mon 11/21/22			No
1131	Create Technical Staff Training DED and Submit to the State	2 days	2 hrs	Wed 11/9/22	Thu 11/10/22	1065	Project Manager[55%]	No
1132	State Reviews the Technical Staff Training DED	5 days	40 hrs	Fri 11/11/22	Thu 11/17/22	1131	State Rsc	No
1133	Review and Revise the Technical Staff Training DED Based on State Commen	1 day	2 hrs	Fri 11/18/22	Fri 11/18/22	1132	Project Manager[50%]	No
1134	State Reviews and Approves the Revised Technical Staff Training DED	1 day	8 hrs	Mon 11/21/22	Mon 11/21/22	1133	State Rsc	No
1135	<u>Technical Staff Training Deliverable Expectation Document (DED) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 11/21/22</u>	<u>Mon 11/21/22</u>	1134		<u>Yes</u>
1136	System Documentation DED	9 days	54 hrs	Thu 1/12/23	Wed 1/25/23			No
1137	Create System Documentation DED and Submit to the State	2 days	4 hrs	Thu 1/12/23	Fri 1/13/23	1135FS+30	Project Manager[55%]	No
1138	State Reviews the System Documentation DED	5 days	40 hrs	Tue 1/17/23	Mon 1/23/23	1137	State Rsc	No
1139	Review and Revise the System Documentation DED Based on State Commen	1 day	2 hrs	Tue 1/24/23	Tue 1/24/23	1138	Project Manager[50%]	No
1140	State Reviews and Approves the Revised System Documentation DED	1 day	8 hrs	Wed 1/25/23	Wed 1/25/23	1139	State Rsc	No
1141	<u>System Documentation Deliverable Expectation Document (DED) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Wed 1/25/23</u>	<u>Wed 1/25/23</u>	1140		<u>Yes</u>
1142	Perform Knowledge Transfer, Consulting and Mentoring	10 days	277.12 hrs	Thu 1/26/23	Wed 2/8/23	1141		No
1156	Update System Documentation (~Deliverable 9.3)	5 days	182.6 hrs	Thu 1/26/23	Wed 2/1/23	1141		No
1170	Production Roll-out	38 days	911.1 hrs	Fri 12/2/22	Thu 2/2/23			No
1171	Evaluate Training	2 days	21 hrs	Tue 12/6/22	Wed 12/7/22	1123	Implementation Manager, Operations Manager	No
1172	Prepare Target Environment for Rollout	2 days	53 hrs	Tue 12/20/22	Wed 12/21/22	1125	Functional/Testing Lead[50%], Technical Manager, T	No
1173	Prepare Rollout Check List and State Readiness Checklist	1 day	6 hrs	Thu 12/22/22	Thu 12/22/22	1172	Implementation Manager	No
1174	Conduct Go-No Go Meetings	1 day	44 hrs	Fri 12/23/22	Fri 12/23/22	1173	Functional/Testing Lead, Implementation Manager, O	No
1175	Prepare Data Conversion and Code Conversion Scripts (Automated)	2 days	36.5 hrs	Tue 1/3/23	Wed 1/4/23	1174	DBA, Senior .NET Developer, Infrastructure Engineer	No
1176	Execute Final Data and Code Conversion	2 days	35.5 hrs	Thu 1/5/23	Fri 1/6/23	1175	DBA, Senior .NET Developer, Infrastructure Engineer	No
1177	<u>Complete Rollout and Initiate Post Production Support</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 1/6/23</u>	<u>Fri 1/6/23</u>	1176		<u>Yes</u>
1178	Validate and Prepare Final Rollout Report	1 day	6 hrs	Mon 1/9/23	Mon 1/9/23	1177	Implementation Manager	No
1179	Schedule Review Meeting with State	1 day	4 hrs	Tue 1/10/23	Tue 1/10/23	1178	Implementation Manager	No
1180	Review Statistics, Conversion Results, Defects and Training Completion	1 day	4 hrs	Tue 1/10/23	Tue 1/10/23	1178	Implementation Manager	No
1181	Operation Support Plans and Procedures	38 days	701.1 hrs	Fri 12/2/22	Thu 2/2/23			No
1182	Operations Plan (~Deliverable 8.1	38 days	150 hrs	Fri 12/2/22	Thu 2/2/23			No
1193	Technical Support Procedures (~Deliverable 8.2)	38 days	464.1 hrs	Fri 12/2/22	Thu 2/2/23			No
1205	Operational Readiness Review Toll Gate	5 days	87 hrs	Tue 1/3/23	Mon 1/9/23			No
1213	<u>Completed, fully tested system installed in new environments (~Deliverable 7.3)</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 1/9/23</u>	<u>Mon 1/9/23</u>	1126, 1175,		<u>Yes</u>
1214	<u>KS DCF CSES Modernization 2020 Project Schedule End (through Deployme</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 1/9/23</u>	<u>Mon 1/9/23</u>	1213		<u>Yes</u>
1215	Operations Support (Tasks 8.0, 9.0)	271 days	5,695.02 hrs	Mon 1/9/23	Mon 2/5/24			No
1216	Update Project Documents (~Deliverable Task 1.15)	54 days	392.5 hrs	Wed 1/11/23	Tue 3/28/23	1126		No
1217	Project Documents Update Checkpoint 2 Status Report Created and Delivered	3 days	28.5 hrs	Tue 2/7/23	Thu 2/9/23	1128FS+20	Operations Manager[20%], Operator[20%], Project	No
1218	Project Documents Update Checkpoint 3 Status Report Created and Delivered	4 days	36 hrs	Fri 3/3/23	Wed 3/8/23	1217FS+15	Operations Manager[20%], Operator[20%], Project	No
1219	<u>Update Project Documents (~Deliverable Task 1.15) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Wed 3/8/23</u>	<u>Wed 3/8/23</u>	1218		<u>Yes</u>
1220	Provide Quarterly Status Report 4Q22	10 days	80 hrs	Wed 3/15/23	Tue 3/28/23	649FS+53 c	State Rsc	No
1221	<u>Quarterly Status Reports (Task 1.7) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 3/21/23</u>	<u>Tue 3/21/23</u>			<u>Yes</u>
1222	Provide Monthly Status Report Month 19	5 days	40 hrs	Thu 1/12/23	Thu 1/19/23	643FS+16 c	State Rsc	No
1223	Provide Monthly Status Report Month 20	2 days	16 hrs	Mon 2/13/23	Tue 2/14/23	1222FS+16	State Rsc	No
1224	<u>Monthly Status Reports (Task 1.6) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 2/14/23</u>	<u>Tue 2/14/23</u>	1223		<u>Yes</u>
1225	Provide Weekly Status Report Week 81	2 days	16 hrs	Wed 1/11/23	Thu 1/12/23	627FS+3 d	State Rsc	No
1226	Provide Weekly Status Report Week 82	2 days	16 hrs	Wed 1/11/23	Thu 1/12/23		State Rsc	No
1227	<u>Weekly Status Reports (Task 1.5) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Thu 1/12/23</u>	<u>Thu 1/12/23</u>			<u>Yes</u>

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
1228	Knowledge Transfer, Consulting and Mentoring - Month 19 Review & Accept	10 days	80 hrs	Thu 1/12/23	Thu 1/26/23	1222SS	State Rsc	No
1229	Knowledge Transfer, Consulting and Mentoring - Month 20 Review & Accept	10 days	80 hrs	Mon 2/13/23	Fri 2/24/23	1223SS	State Rsc	No
1230	Update System Documentation (~Deliverable Task 9.3)	26 days	80 hrs	Thu 1/12/23	Fri 2/17/23			No
1231	Update System Documentation - Month 19 Review & Accept	5 days	40 hrs	Thu 1/12/23	Thu 1/19/23	1222SS	State Rsc	No
1232	Update System Documentation - Month 20 Review & Accept	5 days	40 hrs	Mon 2/13/23	Fri 2/17/23	1223SS	State Rsc	No
1233	<u>System Documentation (~Deliverable 9.3) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 2/17/23</u>	<u>Fri 2/17/23</u>	<u>1232</u>		<u>Yes</u>
1234	Operation Support Plans and Procedures	69 days	759 hrs	Fri 2/3/23	Wed 5/10/23			No
1235	Operations Plan (~Deliverable 8.1	24 days	125 hrs	Fri 2/3/23	Wed 3/8/23			No
1244	Technical Support Procedures (~Deliverable 8.2)	18 days	274 hrs	Fri 2/3/23	Tue 2/28/23			No
1251	Warranty Support Plan	45 days	360 hrs	Thu 3/9/23	Wed 5/10/23			No
1263	Provide Operations Support	258 days	2,431 hrs	Mon 1/9/23	Wed 1/17/24			No
1276	Technical Staff Training (~Deliverable 9.1)	20 days	274 hrs	Tue 1/17/23	Mon 2/13/23	1137		No
1277	Schedule Technical Staff Training Sessions	5 days	4 hrs	Tue 1/17/23	Mon 1/23/23	1213	Operations Manager[10%]	No
1278	Perform Technical Staff Training	15 days	270 hrs	Tue 1/24/23	Mon 2/13/23	1277,1213	Operations Manager[25%],Operator[25%],Project M	No
1279	<u>Technical Staff Training (~Deliverable 9.1) - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Mon 2/13/23</u>	<u>Mon 2/13/23</u>	<u>1278</u>		<u>Yes</u>
1280	Provide Support and Mentoring	184 days	971.52 hrs	Thu 5/11/23	Mon 2/5/24	1243,1250,	Operations Manager[10%],Operator[10%],Project M	No
1281	Perform Technical Knowledge Transfer Activities	119 days	787 hrs	Tue 7/11/23	Fri 12/29/23			No
1282	Prepare Schedule for Technical Knowledge Transfer Activities	28 days	56 hrs	Tue 7/11/23	Thu 8/17/23	1297	Operations Manager[25%]	No
1283	Provide Formal Instruction	20 days	160 hrs	Fri 8/18/23	Fri 9/15/23	1282	Senior .NET Developer[25%],.NET Developer[25%]	No
1284	Perform Job Shadowing	20 days	163 hrs	Mon 9/18/23	Fri 10/13/23	1283	Senior .NET Developer[25%],.NET Developer[25%]	No
1285	Supervised Performance	20 days	160 hrs	Mon 10/16/23	Mon 11/13/23	1284	Senior .NET Developer[25%],.NET Developer[25%]	No
1286	Assessment of Technical Knowledge Transfer Activities	5 days	40 hrs	Tue 11/14/23	Mon 11/20/23	1285	Senior .NET Developer[25%],.NET Developer[25%]	No
1287	Provide Technical Knowledge Transfer Based on Assessment	20 days	160 hrs	Tue 11/21/23	Wed 12/20/23	1286	Senior .NET Developer[25%],.NET Developer[25%]	No
1288	Final Assessment of Technical Knowledge Transfer Activities	5 days	40 hrs	Thu 12/21/23	Thu 12/28/23	1287	Senior .NET Developer[25%],.NET Developer[25%]	No
1289	State Approves Technical Knowledge Transfer Activities	1 day	8 hrs	Fri 12/29/23	Fri 12/29/23	1288	State Rsc	No
1290	<u>Perform Technical Knowledge Transfer Activities - Complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Fri 12/29/23</u>	<u>Fri 12/29/23</u>	<u>1289</u>		<u>Yes</u>
1291	Provide Warranty & Maintenance	261 days	5,739 hrs	Mon 1/9/23	Mon 1/22/24			No
1305	Close Out	16 days	89 hrs	Thu 1/18/24	Thu 2/8/24			No
1306	Project Lessons Learned Session	9 days	27 hrs	Thu 1/18/24	Tue 1/30/24			No
1307	Plan for Lessons Learned Session	5 days	20 hrs	Thu 1/18/24	Wed 1/24/24	1275	<i>Project Manager</i>	<i>No</i>
1308	Conduct Session	4 days	7 hrs	Thu 1/25/24	Tue 1/30/24			No
1309	Present Documented session to participants	1 day	2 hrs	Thu 1/25/24	Thu 1/25/24	1307	<i>Project Manager</i>	<i>No</i>
1310	Finalize Document with revisions	3 days	5 hrs	Fri 1/26/24	Tue 1/30/24	1309	<i>Project Manager</i>	<i>No</i>
1311	<u>Lessons learned complete</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Tue 1/30/24</u>	<u>Tue 1/30/24</u>	<u>1310</u>		<u>Yes</u>
1312	Archive Project Records	5 days	20 hrs	Wed 1/31/24	Tue 2/6/24	1311	Project Manager	No
1313	Release Project Resources	1 day	8 hrs	Wed 2/7/24	Wed 2/7/24	1312	State Rsc	No
1314	Prepare Post Implementation Evaluation Report (PIER)	7 days	34 hrs	Wed 1/31/24	Thu 2/8/24			No
1315	Draft PIER	2 days	7 hrs	Wed 1/31/24	Thu 2/1/24	1311	<i>Project Manager</i>	<i>No</i>
1316	Review and comment by project team	2 days	8 hrs	Fri 2/2/24	Mon 2/5/24	1315	<i>Project Manager</i>	<i>No</i>
1317	Finalize Document with revisions	3 days	19 hrs	Tue 2/6/24	Thu 2/8/24	1316	<i>Project Manager</i>	<i>No</i>
1318	<u>Submit Project Closeout Document (~Deliverable 1.16)</u>	<u>0 days</u>	<u>0 hrs</u>	<u>Thu 2/8/24</u>	<u>Thu 2/8/24</u>	<u>1317</u>		<u>Yes</u>



State Archives Division
6425 SW 6th Avenue
Topeka KS 66615-1099

785-272-8681, ext. 271
matt.veatch@ks.gov
kshs.org

Jennie Chinn, Executive Director

Laura Kelly, Governor

August 6, 2021

Laura Howard, Secretary
Department for Children and Families
555 S Kansas Avenue
Topeka, KS 66603

Dear Secretary Howard,

As part of the approval process for information technology projects over \$250,000, the State Archivist is required to evaluate the impact of information technology projects on government records with long-term (10+ year) retention requirements. If the project impacts long-term records, the State Archivist must ensure that appropriate provisions have been made for these records in the high-level and detailed project plans, in the system design, and for their ingestion, if prudent and feasible, into the Kansas Enterprise Electronic Preservation (KEEP) system. An Electronic Records Retention Statement and approval letter from the State Archivist must accompany high level and detailed project plans submitted to the Executive Branch Chief Information Technology Officer.

In compliance with this process, Parrish Whistler, Project Manager, recently sent to me for review an Electronic Records Retention Statement for the Kansas Department for Children and Families CSS Re-Platform project detail-level plan. From my review of the project plan materials, it appears that this is an infrastructure-only project that does not impact long-term records.

The Electronic Records Retention Statement for the CSS re-platform project detail-level plan is approved. A copy of this approval letter should be included when submitting the project plan to the Executive Branch CITO for approval.

Sincerely,

Megan Burton
Senior Archivist

Cc: Cole Robison, Director of IT Accessibility, OITS
Parrish Whistler, DCF
Mike Wilkerson, DCF

Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Blvd., Building 100
Topeka, KS 66611



Phone: (785) 296-3463
Fax: (785) 296-1168
oits.info@ks.gov

DeAngela Burns-Wallace, Chief Information Technology Officer

Laura Kelly, Governor

September 30, 2021

Laura Howard, Secretary
Department for Children and Families
555 S Kansas Ave., 6th Floor
Topeka, KS 66603

Dear Secretary Howard:

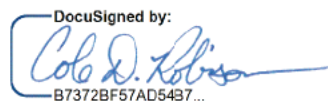
As part of the approval process for information technology projects over \$250,000, a statement indicating compliance with State Information Technology Executive Council (ITEC) Policy 1210 *Information and Communication Technology Accessibility Standards* must be filed with the Branch Chief Information Technology Officer and approved by the Director of Information Technology (IT) Accessibility. I recently received from Parrish Whistler an Accessibility Statement for the CSS Re-Platforming project for review in compliance with this process.

This statement was accompanied by an exception to ITEC Policy 1210 granted by State ADA Coordinator Anthony Fadale for this project. As indicated in the request for that exception, the scope of this project is to perform a re-platform of a current application without corrections, remediations, or any other such changes. It is further documented that this is the first of a series of planned projects and accessibility assessment and correction of any violations will be performed in the subsequent projects.

Consistent with the exception, the Accessibility Statement requirement for the CSS Re-Platforming project is satisfied.

A copy of this letter should be included with the submittal of the CSS Re-Platforming detailed plan to the Branch CITO for approval.

Sincerely,

DocuSigned by:

B7372BF57AD5437...

Cole D. Robison
Director of IT Accessibility

cc: Anthony Fadale, State Americans with Disabilities Act Coordinator
Jason Koehn, Human Services, Executive Branch Information Technology
Sara Spinks, Director, Kansas Information Technology Office
Parrish Whistler, Human Services, Executive Branch Information Technology
Mike Wilkerson, Human Services, Executive Branch Information Technology

Child Support Services (CSS) Re-Platforming Project

Detail Level Project Plan Compliance Statements

August 6, 2020

Architectural Statement

The Child Support Services (CSS) Re-Platforming Project will comply with the state's technical architecture standards and the technology guidelines of the Kansas Statewide Technical Architecture Version 11.2.

ITEC Policy 9500 Wireless LAN Requirements does not apply.

Ownership of Software Code and Related Intellectual Property

The CSS Re-Platforming Project will comply with the state's ownership of software code and related intellectual property as stated in the Information Technology Policy 1500.

Privacy Act Statement (Privacy Act 1974, Health Insurance Portability & Accountability Act 1996-HIPAA)

1. What information is collected that identifies individuals, organizations or computers? (What information is included)

All information in KAECSSES has standardized fields. Interfaces are in place with pre-defined data elements from cooperating agencies and entities. Currently, the child support program does not work knowingly with HIPPA information. However, it is possible that historically narrative was manually entered that could be considered HIPPA information and is retained on these free form text fields. These will transfer with the re-platforming effort.

2. Why the information is collected.

The information was collected as part of the statutory permission to obtain medical judgments to reimburse the State for birth related expenses. If a lawsuit occurred, additional medical information regarding billing may have been obtained and narrated. The program stopped pursuing medical only judgments around 2013-2015.

The IV-D program does do medical support enforcement. Therefore, individual health insurance policy related information may be obtained and recorded for this process.

3. How the information will be used.

Judgment information is part of the historical case file. KAECSSES does not include a purging or archiving mechanism it is retained until a purge methodology is implemented.

Child Support Services (CSS) Re-Platforming Project
Detail Level Project Plan Compliance Statements
August 6, 2020

Individual health insurance policy related information is retained in KAECSSES per the business rules. It too is retained until a purge methodology is implemented.

4. Opportunities for individuals or organizations to have all or part of their attributes excluded from the database. (Exclusion opportunities).
Child support (IV-D) program has strict confidentiality laws and regulations in place so information would only be released per the statutory provisions to release to appropriate parties. If something was needed other than normal course of business, it would be addressed on a case by case basis. Details may be end-dated but purging does not occur.

5. How the privacy provision included in this project help implement the 1974 Privacy Act as interpreted for information technology by the General Accounting Office. (1974 Act Implementation)

KAECSSES was created post 1974 implementation of the Privacy Act and is assumed to be compliant.

6. If your state entity is subject to other requirements, such as HIPPA, what are the items you are required to comply with? (Other privacy requirements)

Title IV-D of the Social Security Act, as amended;
Title 45, Code of Federal Regulations;
IRS Safeguard Publication 1075 and amendments thereto;
NIST SP 800-53 Controls;
Kansas ITEC 7230 Standards;
Kansas State Law and Regulations;
Kansas Courts Rules and Orders;
OITS, DCF and CSS Administration Program Policy, Procedures, Business Practices, Business Rules, and Directives.
Any amendments to these governing parameters shall be incorporated automatically.

7. Estimate of the total cost of addressing privacy issues in the project. (Total privacy cost estimate)

No additional costs were allocated to address privacy issues beyond the inherent enhanced security provided by the Vendor's converted code base as it is included in the standard base package.

Security Statement

Child Support Services (CSS) Re-Platforming Project

Detail Level Project Plan Compliance Statements

August 6, 2020

The CSS Re-platform project will be compliant with all security policies to include ITEC Policy 7230, 9500, 7300

Selected Vendor will be installing a new Microsoft Azure Cloud Platform that includes the State security requirements in the standard code base.

Accessibility Statement

The Kansas Department for Children and Families (DCF) will ensure that the Child Support Services System (CSSS) Re-Platforming Project complies with the Accessibility Requirements (ITEC Policy 1210) by the following actions:

- As system design changes are not planned, an impact to current statements is not anticipated.
- All Web-based information and services currently provided on Inter/Intra/Extranet sites by or on behalf of Kansas State government organizations will remain accessible and usable in accordance with federal and state law throughout the life of the project.
- As captured in the CSS Re-Platforming RFP page 33 section 4.5.5.6 Affirmation of Conformance; The Contractor shall provide a description of conformance with the above mentioned specifications by means of a completed Voluntary Product Accessibility Template (VPAT) or other comparable document
<https://www.itic.org/policy/accessibility/>

Electronic Record Retention Statement

The Child Support Services (CSS) Re-Platforming Project will impact the electronic record retention in the following ways:

1. For each business function supported by the proposed system, what paper records are being replaced and which will continue to exist in both paper and electronic form?

As system design changes are not planned, an impact to current paper records is not anticipated.

2. What new business functions will be implemented?

As system design changes are not planned, an impact to business functions is not anticipated.

3. For each business function identified in 1. and 2. above, what are the legal, regulatory or operational reasons for performing it?

Not applicable.

Child Support Services (CSS) Re-Platforming Project
Detail Level Project Plan Compliance Statements
August 6, 2020

4. What legal, regulatory or operational requirements, including State Record Board approved retention schedules, exist for keeping records related to each business function?

Series ID 0064-629 Child Support Enforcement Receipt Reports – Forms FA-3101 and FA-3451 summary of the daily totals of monies collected have retention policy of 3 fiscal years and then destroyed.

IV-D case records (in any medium regardless of where stored) – Per Kansas regulations, these are retained for 5 five years after the IV-D case closes in accordance with KAR 53-2-117.

CSS cases can be accessed and resurrected at any time regardless of age for purposes of collections and maintenance calculations, the KAECSSES-CSS Application retains all records active in the system at all times. All records are backed up and stored offsite as part of a disaster Recovery Plan.

5. Will any of the data necessary to document the business functions either be maintained in another system within the state entity or in a system outside the state entity? If so, please specify.

There is no change to the way the system business functions documentation is stored.

6. What are the legal, regulatory or operational requirements to providing public access to the records?

The IV-D records are subject to the federal requirements as stated in 26 U.S.C. §6103; §7213, §7213A; §7431; 42 U.S.C. §653, §654, §663 and 45 C.F.R. Parts 301, 302, 303, 304, 307 and 308; and amendments thereto. The state of Kansas sets forth IV-D confidentiality in K.S.A. 39-709b and 39-759; and amendments thereto. The Kansas Open Records Act is in K.S.A. 45-215 et seq. and amendments thereto.

As a Kansas Medical Assistance Program website participant, providers are required to comply with compliance reviews and complaint investigations conducted by the Secretary of the Department of Health and Human Services as part of the Health Insurance Portability and Accountability Act (HIPAA) in accordance with Section 45 of the Code of Regulations, parts 160 and 164. Providers are required to furnish the Department of Health and Human Services all information required by the Department during its review and investigation. The provider is required to provide the same forms of access to records to the Medicaid Fraud and Abuse Division of the Kansas Attorney General's Office upon request from such office as required by

Child Support Services (CSS) Re-Platforming Project
Detail Level Project Plan Compliance Statements
August 6, 2020

K.S.A. 21-3853 and amendments thereto. A provider who receives such a request for access to or inspection of documents and records must promptly and reasonably comply with access to the records and facility at reasonable times and places. A provider must not obstruct any audit, review or investigation, including the relevant questioning of the provider's employees. The provider shall not charge a fee for retrieving and copying documents and records related to compliance reviews and complaint investigations.

7. What are the legal, regulatory or operational requirements for controlling access to the records in order to ensure confidentiality?

Employees of the agency are bound by federal and state confidentiality laws as well as agency policies and procedures. The State Agency requires all personnel who will have access during their employment be fingerprinted, and background checked as required per IRS Publication 1075. Please refer to <https://www.irs.gov/pub/irs-pdf/p1075.pdf>, Restricting Access – IRC 6103(p)(4)(C) Section 5.0, 5.1.1 Background Investigation Minimum Requirements.

8. Identify all records with retention periods of ten or more years that will be affected by the project or indicate that the project has no such record involved.

No such records involved

9. Estimate of the three year total cost of addressing records identified in No. 8 above and included on the DA519, Item #8.

Not applicable

Risk Identification Summary (Top Five Risks)

A description of project risks, the probability of the risk occurring, the impact of the risk on the project, and the suggested mitigation activities.

Project: CSS Re-Platforming

Last Risk Assessment Date: 08/03/2021

Prepared by: Parrish Whistler

<i>Category</i>	<i>Prob</i>	<i>Imp</i>	<i>Risk</i>	<i>Mitigation Approaches</i>
Deployment Risk	Medium	Medium	Data and code conversion. Re-platforming the legacy mainframe system to a 3 tier SQL Server/.NET C# platform is a significant data conversion activity that requires: 1. Transferring the existing KAECSSES database to the new system data base (SQL Server) 2. Converting legacy system code base (CA GEN Cobol) to a .NET C# code base It is anticipated that there may be some incompatibility issues which may require ancillary applications to be replaced. If that happens, there will be a minor set of changes.	Kansas will procure a Design, Development and Implementation (DDI) vendor. The DDI vendor will provide comprehensive data conversion methods, processes and tools, including but not limited to: • Analyzing data sources and identifying correct mapping to the new system; • Recommending pre-conversion data preparation (cleanup) activities necessary to ensure a proper conversion; • utilize proprietary tools to assist Child Support Services (CSS) staff in performing any manual cleanup steps that are required; and, • Developing automated conversion routines to perform the data conversion to the new system, including all data preparation / cleanup activities that can be reasonably automated. A IV&V vendor will be brought on board to provide project oversight ensuring that the project is executing to the states CITO Project management standards

Risk Identification Summary (Top Five Risks)

<i>Category</i>	<i>Prob</i>	<i>Imp</i>	<i>Risk</i>	<i>Mitigation Approaches</i>
Change Management	Medium	Medium	Change Management. Kansas is re-platforming the legacy application to a new platform retaining the existing design. This should allow for 99% of the system to be converted which will not require any change requests, the other 1% is related to the Ancillary applications that may not be able to transfer due to technology limitations, where those exist if there is no means to convert the application an alternative solution will need to be assessed and a possible change request will be required	Kansas recognizes the importance of managing change and included an organizational change management team within its comprehensive Project Management Plan. This team is responsible for ensuring business practices and processes are fully documented and the organization and staff are ready for changes that come with the converted system, including training and development of training materials.
Resource Risks	Medium	Medium	Resource Delay in providing the needed system environments, skilled staff, and access to current systems may cause the project schedule to be extended	A comprehensive project plan details all of the dependencies and resource requirements for both Conduent and DCF. Resource meetings will be conducted bi weekly to review requirements 60 days out to ensure that schedule conflicts can be resolved timely without impact to the project.
Resource Risks	Low	Medium	Unification of business and IT interests This project requires clearly defined roles and responsibilities for business and IT. A designated project manager to oversee and organize the project will provide continuity and timeliness of the project.	Kansas has developed a Project Management Organization and Project Management Plan that clearly defines the organization structure, resources, roles and responsibilities. This plan identifies Kansas resources as well as identifying the skills and expertise that will need to be obtained externally as set forth in Quality Assurance RPP and the Design, Development and Implementation RFP. Staff Augmentation contractors may also be utilized. . The planned project budget is sufficient to enable engaging the required contract resources.

Risk Identification Summary (Top Five Risks)

<i>Category</i>	<i>Prob</i>	<i>Imp</i>	<i>Risk</i>	<i>Mitigation Approaches</i>
Resource Risks	Low	Medium	Skill sets for the new platform: KAECSE-CSE technical staff will need to learn and become proficient with the new technology platform	DDI Venors approach to the project is to directly incorporate State staff into the project to learn the new technology and system configuration over the life of the project. Mentoring on the technology will be provided during the project and warranty period. An optional year of system operation by the DDIVendor is available to DCF

Legend

Prob = Probability of Occurrence

Imp = Impact

RISK ASSESSMENT MODEL
Detailed Plan - Summary Report
Ver. 1.0

Agency Name: CSS (Child Support Services)

Project Name: CSS Re-Platforming

1. Introduction

The Risk Assessment Model measures risk in distinct areas. Below are the average scores based on the results from the questionnaire. Each area indicates the measured risk on a scale from 1 to 9, with 9 being the highest risk. Scores lower than 2.0 are considered "Low Risk", scores higher than 2.0 are "Medium Risk" and scores higher than 3.0 are considered "High Risk".

2. Summary

<u>Score</u>	<u>Risk Level</u>	<u>Risk Area</u>
1.0	LOW	Strategic Risk
1.2	LOW	Financial Risk
2.0	MEDIUM	Project Management Risk
1.1	LOW	Technology Risk
1.4	LOW	Change Management / Operational Risk

Note: If you get "#VALUE!" as a result in any of the "Score" or "Risk Level" fields, you have unanswered questions. Go back and check your answers.

3. Signature

I have reviewed the results of the Risk Assessment Model. The results are indicators only and do not represent all the risks of the project. ITEC will use the results as the basis of discussion, and will not rely solely on the output.

Shannon James 08/03/2021

Project Director

RISK ASSESSMENT - Summary Report

Detailed Plan - List of Comments

(Expand Row Height to Show all Text)

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5 The KAECSSES Application will be re-platformed in parallel while the business is still operating in a production mode. The Business will not be cutover to the new platform until everything is ready ensuring that there is no interruption in business process.

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9 The project is mostly funded with incentive funds along with a 66% match in Federal funding. There is a calculated annual savings estimate of \$3m in mainframe cost moving to the new Azure Cloud.

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18 Due to the pandemic this project is being executed remotely utilizing MS teams video conferencing to conduct team meetings and working sessions. This has been very effective. The project team is also utilizing the collaboration features of MS teams in focused areas.

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33 The KAECSSES application work flow, user interaction and business process will not change as a
result of moving to the new platform.

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36 All interaction with KAECSSES will not change, interfaces, manual input, workflow between other
organizations will not change all file formats receiving and exporting will remain the same.

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