

Report Title: Project Details
Run Date and Time: 03/18/2025 10:24:18 AM Central Daylight Time
Run by: Cole Robison
Table name: pm_project

Project

Initiative Name:	DCF Rehabilitation Services KMIS Modernization	Number:	PRJ0020046
Initiative Acronym:	KMIS	Percent complete:	2.87
Project manager:	Megan Ratzlaff	State:	Work in Progress
Status:	Green		
Most Recent Status Report:	PRJSTAT0025591		

Description:

The Kansas Department for Children and Families (DCF) Rehabilitation Services (RS) empowers persons with disabilities to maximize employment, economic self-sufficiency, independence and inclusion and integration into society. The current legacy system known as the Kansas Management Information System (KMIS) has been in existence since 1989. While it meets many needs, there are capabilities with newer technologies that the organization feels will afford them to focus more on the clients the agency serves.

Not only is there a drive to get to market-relevant technologies, but there is also a need to take advantage of some self-service options through portals for both Clients and Vendors that can reduce the overall administrative processes and create a more streamlined process for the staff, providers, and clients.

The solution will address the three main Business Drivers for this project:

1. Migration of the current system away from mainframe technologies to align with State of Kansas strategic IT direction due to increasing costs associated with support and maintenance;
2. Resulting migrated system must utilize market relevant technologies to ensure future maintainability and support that allow greater options to obtain and retain technical staff; and,
3. New capabilities and data structures to provide more thorough and readily available information, a more intuitive and accessible user interface, quicker processing time for business tasks, and increased ability to support current as well as future business needs.

Geographic Solutions Inc (2570 Coral Landings Blvd. Palm Harbor, FL 34684-5123) is the vendor selected for the migration of KMIS to a web and cloudbased solution.

Created by:
Megan.Ratzlaff@dcf.ks.gov

Dates

Schedule:

Project Management Schedule

Approved project start date:	05/17/2024 08:00:00 AM	Approved project close-out date:	08/25/2027 05:00:00 PM
Project start date:	01/15/2025 08:00:00 AM	Project close-out date:	08/25/2027 05:00:00 PM
Actual start date:	01/15/2025 08:00:00 AM	Actual end date:	

Execution start date:	03/17/2025 08:24:58 AM	Execution end date:	07/13/2027 01:05:58 PM
Duration(duration):	681 Days	Actual duration(work_duration):	
Planned effort:		Actual effort:	0 Seconds
Time constraint:	Start ASAP		

Details

Portfolio:		Priority:	3 - Medium
Program:		Agency:	DCF
Investment Class:		Impacted Agencies:	
Investment Type:	Non-Infrastructure	Business Capabilities:	
Execution type:	Waterfall	Business Applications:	
Demand:			

Business Case

Business case:
The Rehabilitation Services Division has a mission of working in partnership with Kansans with disabilities to achieve their goals for employment and independence. The program philosophy is to act in accordance with the highest standards of ethical behaviors, accountability, efficiency, and conduct in the performance of duties and in daily interaction with customers. This philosophy is the driver to get to market-relevant technologies and take advantage of some self service options through portals for both Clients and Vendors that can reduce the overall administrative processes and create a more streamlined process for the staff, providers, and clients.
In scope:

Current KMIS Mainframe System operating on a 4 region system

The new web/cloud based data management solution (including AI)

All estimated outputs as documented in the requirements

All interfaces and integrations as documented in the requirements

All data management for the current KMIS and future solution processes

Testing- including but not limited to SIT, UAT, Scripts

End user training for all 186 users of the current KMIS system

New system reporting

Change Management and internal DCF communications

Limited external public communications (if needed)

Relationship and accountability with Geographic Solutions Inc and DCF

All project management activities such as staffing, read outs, meetings, updates, artifacts, documentation, etc.

Out of scope:

DCF systems and services outside of the current Rehabilitation services of the KMIS system

6 region system

Ongoing system administration 120 days after launch of the new system

VR processes outside of KMIS

Risk of performing:

Working with the selected vendor, Geographic Solutions, Inc. (GSI) on a cloud hosted software with the vendor managing and maintaining the application and infrastructure is a common and reasonable solution (SaaS), but not without risks. Protocols and procedures will need to be put in place to ensure that data owned by the state of Kansas is handled with appropriate security measures and mitigation plans in the case that the GSI becomes insolvent or other issues arise. Ownership of the coding and the maintenance of this out of the box solutions is owned by GSI, limiting State of Kansas employees in customizations and other changes that would be available in an 'in house' solution.

Risk of not performing:

The current KMIS system is significantly outdated technology, making it difficult to maintain. The knowledge and ability to upkeep the current system lands on one employee, and there is little to no documentation to allow others to step into this role without significant knowledge gaps. As with most legacy systems in information technology today, current security practices are difficult to apply, opening greater risk of data breaches and information continuity. For Rehabilitation Services, dataset requirements for federal submission are necessary to continue receiving federal funding, and the current KMIS system is not the most efficient way of meeting this requirement.

Enablers:

A strong vendor contract with clear language and expectations
Engaged project leadership
Solid and experienced project management
Project Team participation with enough capacity to devote to the project
Robust system testing
Robust system training
Communications and change management plans to ensure buy-in from the stakeholders

Barriers:

Data conversion and limitations on the handling of certain data (such as historical/obsolete data.) Limited state resource capacity to adequately perform project tasks (i.e. design/build/testing/deployment); subject matter expert and testing availability

Assumptions:

DCF has a clear understanding that the replacement of KMIS is needed and show support at all levels for doing so;
Transitioning from custom developed software to custom-off-the-shelf software requires a greater degree of compromise and understanding of product lifecycles.

Financials

Rate Model:

Total planned cost (minus Quarterly Oversight Fee):	\$4,400,000.00	Estimated annual ongoing costs of new system:	\$1,100,000.00
Total planned cost:	\$4,598,000.00	Planned benefit:	\$2,641,047.00
Planned capital:	\$4,400,000.00	Planned return:	(\$1,956,953.00)
Planned operating:	\$198,000.00	Planned ROI %:	-43
Budget cost:	\$0.00	Discount Rate %:	0
Actual cost:	\$0.00	Net present value:	(\$1,956,953.00)
Estimate at completion:	\$0.00	Internal rate of return %:	-64.4
		Estimate to completion:	\$0.00
		Estimated life/length of Commitment (in years):	10

Explanation of cost variance:

\$ Amount variance from demand:	\$0.00	% Cost variance from demand:
---------------------------------	--------	------------------------------

Assessment Data

KITO Reportable:	true	Overall Project Risk Score:	3.17
Strategic Risk:	3	Technology Risk:	3.3
Financial Risk:	1	Change Management / Operational Risk:	3
Project Management Risk:	3.6		
Demand Overall Business Risk Evaluation Score:		Demand Financial Risk Score:	
Demand Strategic Risk Score:		Demand Security & Compliance Risk Score:	
Demand Operational Risk Score:		Demand Reputational Risk Score:	

Notes

Watch list:	Work notes list:
Work notes:	

03/14/2025 03:39:18 PM - Cole Robison (Work notes)
@Megan Ratzlaff, I see now that the WBS order, which I was looking at before, doesn't align with the date order. By date, there are milestones before Go Live. These look good, thanks.

Cc: @Sara Spinks

03/14/2025 03:28:21 PM - Megan Ratzlaff (Work notes)
@Cole Robison I made the updates. The milestones are throughout the project, but I didn't have them sorted right it seems. I did add some additional milestones in there. It all depends on how many deliverables and milestones that KITO is looking for. I have a project plan that I tried to add as an attachment, but KARS will not allow a Microsoft Project document to be attached. Let me know what you think and thanks for your help!

03/14/2025 02:48:37 PM - Cole Robison (Work notes)
@Megan Ratzlaff

Of the 16 project tasks you've entered, only 6 of them are milestones, none earlier than Go Live. Identification of high priority tasks, checkpoints, and deliverables throughout execution is useful for tracking deliverable completion as a key metric of project progress. Please review and convert any such tasks to milestones, or add milestone tasks (such as at the completion of a standard task), as appropriate. (Bear in mind that milestone tasks have no duration, i.e., start date = end date. Converting any standard tasks to milestones tasks will affect their dates.)

All the other changes look good.

(Please let me know when you have made these revisions, so I know when to review again. To do so, you can post a note here and "@mention" me, as I have done here to address this message to you.)

Cc: @Sara Spinks

03/14/2025 11:57:13 AM - Megan Ratzlaff (Work notes)
Hello @Cole Robison
I believe that I have completed the tasks that you asked. Please let me know if I completed everything to your specifications. Thanks so much! Megan

03/13/2025 11:51:25 AM - Cole Robison (Work notes)
@Megan Ratzlaff

On the Dates tab, please set "Approved project close-out date" to match "Project close-out date".

On the Details tab, "Investment Type" should be "Non-Infrastructure", not "Infrastructure", as this project involves system development and/or business function supporting COTS, and the high-level plan was approved as non-infrastructure. Please correct. Note: this change will increase the Quarterly Oversight Fee cost plan.

Project milestones are required to identify high priority tasks, checkpoints, and deliverables. Please enter these on the Project Tasks tab, identifying milestones.

(Please let me know when you have made these revisions, so I know when to review again. To do so, you can post a note here and "@mention" me, as I have done here to address this message to you.)

Preferences			
Allow time card reporting on:	Project and project tasks	Derive assignee list from resource plan:	false
Update actual effort from time card:	Yes	Recalculate score on project change:	Yes
Calculation:	Automatic	Project schedule date format:	Date and Time
Show on Program Status Report:	true	Derive time component from planned dates:	false
Constraint date:	05/17/2024 08:00:00 AM		

Related List Title: Project Task List

Table name: pm_project_task

Query Condition: Parent = PRJ0020046

Sort Order: Planned start date in ascending order

20 Project Tasks

Number	WBS Order	Short description	Duration	▲ Planned start date	Planned end date	Dependency	Assigned to	Milestone	State	Actual start date	Actual end date	Percent complete
PRJTASK 0058232	2	Kickoff Meeting	0 Seconds	01/15/2025 08:00:00 AM	01/15/2025 08:00:00 AM		Megan Ratzlaff	true	Closed Complete	01/15/2025 08:00:00 AM	01/15/2025 08:00:00 AM	100
PRJTASK 0058255	3	Conduct JAD/JAR Sessions	75 Days	01/27/2025 08:00:00 AM	05/09/2025 05:00:00 PM		Megan Ratzlaff	false	Work in Progress	01/27/2025 08:00:00 AM		50
PRJTASK 0058262	5	Data Conversion and Migration Preparation and Analysis	305 Days	02/12/2025 08:00:00 AM	04/14/2026 05:00:00 PM		Megan Ratzlaff	false	Pending			0
PRJTASK 0058400	16	Project Plans and Activities Complete	0 Seconds	02/25/2025 08:00:00 AM	02/25/2025 08:00:00 AM		Megan Ratzlaff	true	Closed Complete	02/25/2025 08:00:00 AM	02/25/2025 08:00:00 AM	100
PRJTASK 0058215	1	Sprint Iterations	313 Days	03/21/2025 08:00:00 AM	06/02/2026 05:00:00 PM		Megan Ratzlaff	false	Open			0
PRJTASK 0058309	12	Complete JAD/JAR Sessions	0 Seconds	05/09/2025 08:00:00 AM	05/09/2025 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058405	17	Written Acceptance of Completed Deliverable Testing Plan	0 Seconds	05/16/2025 08:00:00 AM	05/16/2025 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058260	4	Data Conversion	239 Days	03/25/2026 08:00:00 AM	02/22/2027 05:00:00 PM		Megan Ratzlaff	false	Pending			0

Number	WBS Order	Short description	Duration	▲ Planned start date	Planned end date	Dependency	Assigned to	Milestone	State	Actual start date	Actual end date	Percent complete
PRJTASK 0058396	14	Sprint Iterations Complete	0 Seconds	06/02/2026 08:00:00 AM	06/02/2026 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058268	8	User Acceptance Testing	194 Days	06/03/2026 08:00:00 AM	03/01/2027 05:00:00 PM		Megan Ratzlaff	false	Pending			0
PRJTASK 0058266	7	Quality Assurance Testing	48 Days	06/03/2026 08:00:00 AM	08/07/2026 05:00:00 PM		Megan Ratzlaff	false	Pending			0
PRJTASK 0058410	19	Quality Assurance Testing Complete	0 Seconds	08/07/2026 08:00:00 AM	08/07/2026 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058321	13	Data Conversion Complete	0 Seconds	02/22/2027 08:00:00 AM	02/22/2027 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058264	6	Migrated Data Verification	20 Days	02/23/2027 08:00:00 AM	03/22/2027 05:00:00 PM		Megan Ratzlaff	false	Pending			0
PRJTASK 0058398	15	UAT Testing Complete	0 Seconds	03/01/2027 08:00:00 AM	03/01/2027 08:00:00 AM			true	Pending			0
PRJTASK 0058273	9	Training and Transition	112 Days	03/23/2027 08:00:00 AM	08/25/2027 05:00:00 PM		Megan Ratzlaff	false	Pending			0
PRJTASK 0058408	18	Train the Trainer	0 Seconds	05/11/2027 08:00:00 AM	05/11/2027 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058412	20	Operational Plan Complete	0 Seconds	06/17/2027 08:00:00 AM	06/17/2027 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058279	10	Go Live	0 Seconds	07/13/2027 08:00:00 AM	07/13/2027 08:00:00 AM		Megan Ratzlaff	true	Pending			0
PRJTASK 0058284	11	Project Closeout	0 Seconds	08/25/2027 08:00:00 AM	08/25/2027 08:00:00 AM		Megan Ratzlaff	true	Pending			0

Related List Title: Project Task List

Table name: pm_project_task

Query Condition: Parent = PRJ0020046 AND Phase type = Agile

Sort Order: Planned start date in ascending order

None

Related List Title: Epic List
Table name: rm_epic
Query Condition: Sys ID in
Sort Order: Number in ascending order

None

Related List Title: Requirement List
Table name: dmn_requirement
Query Condition: Parent = PRJ0020046
Sort Order: Number in ascending order

8 Requirements

▲ Number	Short description	Type	State	Approval
DREQ0001430	Compliance: Accessibility	Accessibility	Approved	Approved
DREQ0001431	Compliance: Architectural	Architectural	Approved	Approved
DREQ0001432	Compliance: Data	Data Compliance	Approved	Approved
DREQ0001433	Compliance: Intellectual Property	Intellectual Property	Approved	Approved
DREQ0001434	Compliance: Records Retention	Records Retention	Approved	Approved
DREQ0001435	Compliance: Security	Security	Approved	Approved
DREQ0001436	Agency Executive Authority Approval	Agency Executive Authority Approval	Approved	Approved
DREQ0001637	Project: KITO Review	KITO Review	Accepted	Not Yet Requested

Related List Title: Resource Plan List
Table name: resource_plan
Query Condition: Top task = PRJ0020046
Sort Order: Number in ascending order

None

Related List Title: Cost Plan List

Table name: cost_plan

Query Condition: Project/Demand in (PRJTASK0058408, PRJTASK0058309, PRJTASK0058321, PRJTASK0058266, DREQ0001430, DREQ0001431, PRJTASK0058264, PRJTASK0058232, PRJ0020046, PRJTASK0058400), [...]

Sort Order: Name in ascending order

2 Cost Plans

▲ Name	Cost type	Start fiscal period	End fiscal period	Quantity	Unit cost	Total planned cost	Total actual cost
KMIS Project	Software Capex	FY25: M08 FEB	FY27: M11 MAY	1	\$4,400,000.00	4,400,000	0
Quarterly Oversight Fee	Other Opex	FY25: M09 MAR	FY28: M01 JUL	10	\$19,800.00	198,000	0

Related List Title: Funding Source List

Table name: u_funding_source

Query Condition: Task = PRJ0020046

Sort Order: Funding Source in ascending order

4 Funding Sources

Number	Name of Fund	Type of Funding	▲ Funding Source	% of Funding	\$ Amount of Total Planned Cost	\$ Amount of Average Annual On-Going Cost of Ownership	Task
FUND0001454	State General Fund	State General Funding	On-Going Funding	21.3	\$0.00	\$234,300.00	PRJ0020046
FUND0001453	Rehabilitation Services	Other Funding	On-Going Funding	78.7	\$0.00	\$865,700.00	PRJ0020046
FUND0001451	State General Fund	State General Funding	Project Funding	21.3	\$979,374.00	\$0.00	PRJ0020046
FUND0001450	Rehabilitation Services	Other Funding	Project Funding	78.7	\$3,618,626.00	\$0.00	PRJ0020046

Related List Title: Benefit Plan List

Table name: benefit_plan

Query Condition: Work in (PRJTASK0058408, PRJTASK0058309, PRJTASK0058321, PRJTASK0058266, DREQ0001430, DREQ0001431, PRJTASK0058264, PRJTASK0058232, PRJ0020046, PRJTASK0058400), [...] AND Benefit type = Monetary benefits

Sort Order: Name in ascending order

1 Benefit Plans

▲ Name	Description	Category	Sub category	Start fiscal period	End fiscal period	Entered currency	Total planned benefit	Functional currency	Benefit in functional currency	Actual benefit
KMIS Planned Benefits		Soft		FY27: M01 JUL	FY27: M12 JUN	USD	2,641,047	USD	2,641,047	0

Related List Title:

Benefit Plan List

Table name:

benefit_plan

Query Condition:

Work in (PRJTASK0058408, PRJTASK0058309, PRJTASK0058321, PRJTASK0058266, DREQ0001430, DREQ0001431, PRJTASK0058264, PRJTASK0058232, PRJ0020046, PRJTASK0058400), [...] AND Benefit type = Non-monetary benefits

Sort Order:

Name in ascending order

None

Related List Title:

Baseline List

Table name:

planned_task_baseline

Query Condition:

Top task = PRJ0020046

Sort Order:

Name in ascending order

1 Baselines

▲ Name	Description
2025-03-17	Project moved from Planning to Executing.

Related List Title:

Status Report List

Table name:

project_status

Query Condition:

Project = PRJ0020046

Sort Order:

Number in ascending order

1 Status Reports

▲ Number	Project	Status Date	Overall health	Cost	Scope	Schedule	Resources
PRJSTAT002559 1	DCF Rehabilitation Services KMIS Modernization	03/17/2025	Green	Green	Green	Green	Green

Related List Title: Risk List
Table name: risk
Query Condition: Task = PRJ0020046
Sort Order: Number in ascending order

2 Risks

Short description	Probability	Risk status	Assigned to	Mitigation plan
Single point of failure	High	Accept		Director of Application Development to identify resources to replace the retired resource.
Contract negotiation and signature delays	Moderate	Pending		Escalate

Related List Title: Project Stakeholder List
Table name: pm_m2m_project_stakeholder
Query Condition: Project = PRJ0020046
Sort Order: None

5 Project Stakeholders

Number	User	Key Stakeholder Type	Function
STAK0001058	Thomas Pagano	IT Director/CIO	
STAK0001681	Daniel Decker	Sponsor/Business Owner	
STAK0001682	Laura Howard	Executive Authority	
STAK0001101	John Dennis	Finance Director/CFO	
STAK0001229	Benjamin Errebo	PMO Director	

Related List Title: Assessment Instance List
Table name: asmt_assessment_instance
Query Condition: Task = PRJ0020046
Sort Order: Number in ascending order

1 Assessment Instances

▲ Number	Metric type	Due date	State	Assigned to
AINST0423111	Project Risk Assessment	06/07/2025	Complete	Megan Ratzlaff

Related List Title: Approval List

Table name: sysapproval_approver

Query Condition: Approval for = PRJ0020046

Sort Order: Created in descending order

1 Approvals

State	Approver	Comments	▼ Created
Approved	Jeff Maxon	03/17/2025 08:24:56 AM - Jeff Maxon (Comments) reply from: jeff.maxon@ks.gov Ref:MSG10461150	03/14/2025 03:39:56 PM

Related List Title: Attachment List

Table name: sys_attachment

Query Condition: Table name = pm_project AND Table sys ID = c756facc1b960a50eac12f85624bcb0e OR Table name = pm_project_task AND Table sys ID in a8f1a2511b1cea58eac12f85624bcb11, d27ad3111b5c2e58eac12f85624bcb1, 0c1c5b951b5c2e58eac12f85624bcb37, 157a661d1b9cea58eac12f85624bcbeb, 199b6a511bdcea58eac12f85624bcb48, 1bc5ae911b5cea58eac12f85624bcb3, 24852e911b5cea58eac12f85624bcbdb, 2dc6ea191b5cea58eac12f85624bcbee, 3dc4aa9d1b1cea58eac12f85624bcbf, 52442e1d1b1cea58eac12f85624bcbe2, [...] OR Table name = dmn_requirement AND Table sys ID in 1d548d1797aa0a5441e8b72ef053aff7, 2154cd1797aa0a5441e8b72ef053af14, 2554cd1797aa0a5441e8b72ef053af1d, 2954cd1797aa0a5441e8b72ef053af26, 6154cd1797aa0a5441e8b72ef053af77, 6d54cd1797aa0a5441e8b72ef053af90, a954cd1797aa0a5441e8b72ef053af48, f496c981975cee98d1b7ba4ef053afa1 OR Table name = risk AND Table sys ID in 092f82d41ba5d690eac12f85624bcb79, 945212d41be5d690eac12f85624bcb05 OR Table name = issue AND Table sys ID in OR Table name = dmn_decision AND Table sys ID in OR Table name = project_action AND Table sys ID in OR Table name = project_change_request AND Table sys ID in OR Table name = sysapproval_approver AND Table sys ID in 9ab06bd91b9c2e58eac12f85624bcb5

Sort Order: Created in descending order

12 Attachments

File name	Content type	Table name	▼ Created	Created by
2-14-25 Concurrence Form-Rehabilitation Services KMIS Modernization - Signed.docx	application/vnd.openxmlformats-officedocument.wordprocessingml.document	pm_project	03/13/2025 07:58:43 AM	Megan.Ratzlaff@dcf.ks.gov

File name	Content type	Table name	▼ Created	Created by
Vocational_Rehabilitation_Staff_User_Guide .pdf	application/pdf	pm_project	02/28/2025 03:55:09 PM	Megan.Ratzlaff@dcf.ks.gov
KS_Vocational_Rehabilitation_VPAT.pdf	application/pdf	pm_project	02/28/2025 03:53:07 PM	Megan.Ratzlaff@dcf.ks.gov
KS_VR_System_Security_Plan (1).pdf	application/pdf	pm_project	02/06/2025 02:37:01 PM	Megan.Ratzlaff@dcf.ks.gov
KS_Vocational_Rehabilitation_VPAT.pdf	application/pdf	pm_project	02/04/2025 02:06:08 PM	Megan.Ratzlaff@dcf.ks.gov
KMIS Modernization Kickoff PPT.pdf	application/pdf	pm_project	01/24/2025 06:17:26 AM	Megan.Ratzlaff@dcf.ks.gov
KS_VocRehab_Project_Plan_v1.1.pdf	application/pdf	pm_project	01/22/2025 12:45:25 PM	Megan.Ratzlaff@dcf.ks.gov
DCF_Rehabilitation_Services_KMIS_Modernization (1).pdf	application/pdf	pm_project	11/08/2024 10:31:07 AM	Megan.Ratzlaff@dcf.ks.gov
KMIS Mod E1 HLPP Accessibility Letter ADA-signed.pdf	application/pdf	pm_project	11/08/2024 10:26:11 AM	Megan.Ratzlaff@dcf.ks.gov
KMIS Mod E1 HLPP StateArchivistLetter_HSEBIT_High_20230329-signed.pdf	application/pdf	pm_project	11/08/2024 10:22:42 AM	Megan.Ratzlaff@dcf.ks.gov
Concurrence Form-Rehabilitation Services KMIS Modernization6-7-2024 (Signed).docx	application/vnd.openxmlformats-officedocument.wordprocessingml.document	pm_project	06/25/2024 08:57:54 AM	Megan.Ratzlaff@dcf.ks.gov
DCF_Rehabilitation Services KMIS Modernization Project HL.pdf	application/pdf	pm_project	05/16/2024 09:10:15 AM	cole.robison@OITS.KS.GOV