

Report to the Chief Financial Officers Council
Federal Financial Systems Software Reengineering Project
Status Report October 1998



United States Government
Chief Financial Officers Council

OCT 19 1998

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Governmentwide Chief Financial Officers Council

The Financial Systems Committee is pleased to provide the Chief Financial Officers Council with a status report on the Federal Financial Systems Software Reengineering Project. Enclosed are the status report and material presented on October 1, 1998 at an Open House with vendors and agencies describing the new process.

The Committee is pleased with the progress to date on this project and believes that it will meet the current schedule. The Committee appreciates the support it has received from the CFO Council in undertaking this effort to reengineer the FMSS Schedule and looks forward to completing its efforts over the next year.

Sincerely,

R. Schuyler Leshner
Chair, Financial Systems Committee

Enclosures

cc: G. Edward DeSeve, Acting Deputy Director,
Management, OMB
Karen Alderman, Director, JFMIP

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	<u>Page</u>
• BACKGROUND	1
• PROGRESS TO DATE	2
• RESULTS OF ASSESSMENT SURVEY	3
• PROPOSED NEW PROCESS	4
• UPDATE OF THE CORE FINANCIAL SYSTEMS REQUIREMENTS	5
• SEPARATE QUALIFICATION FROM SOLICITATION	6
• The Qualification Process	
• Proposed Solicitation Process	
• ESTABLISH A PROGRAM MANAGEMENT OFFICE (PMO)	9
• ESTABLISH A COMPREHENSIVE KNOWLEDGEBASE	10
• PROJECT TIMELINE	10
• FINANCIAL MANAGEMENT SYSTEM SOFTWARE REQUIREMENTS OPEN HOUSE	APPENDIX A
• Agenda	
• Slide Presentation	

Report to the Chief Financial Officers Council

Federal Financial Systems Software Reengineering Project

Status Report October 1998

BACKGROUND

The General Services Administration (GSA) established the Financial Management Systems Software (FMSS) Schedule in 1989. The use of the FMSS Schedule has been mandatory for all departments/agencies in the Executive Branch of the Federal Government. The FMSS Schedule provides commercial software for core financial systems and related support services. The intent of the FMSS Schedule is to: (1) make readily available to Federal agencies a variety of off-the-shelf financial systems that meet Government core financial system requirements, and (2) streamline the procurement process by reducing the need for each agency to go through an extensive competitive procurement process. The FMSS Schedule is required by the Office of Management and Budget (OMB) Circular A-127 and the Federal Acquisition Regulations and is supported by the Chief Financial Officers (CFO) Council Financial Systems Committee (FSC).

In January 1997, the FSC of the CFO Council formed the Joint Systems Solution Team (JSST) to reengineer the FMSS Schedule. Currently, the GSA FMSS acquisition award process is linked directly with the software certification (testing) process. The objective of the reengineering effort was to review possible separation of the testing of products from the acquisition process in order to: (1) provide more information to agencies, (2) provide assistance to vendors to stimulate product development, and (3) simplify the procurement process for agencies and vendors.

Through research and analysis, including on-site visits and groupware sessions with public and private sector representatives, the JSST recommended a three-phase program to achieve the goals of effective certification of the off-the-shelf financial systems and simplified procurement. The three phases recommended were: (1) determination of requirements, (2) test and qualification of software, and (3) establishment of a procurement vehicle with streamlined procedures.

The JSST also recommended that a Program Management Office (PMO) within the Joint Financial Management Improvement Program (JFMIP) be responsible for the requirements determination and the testing and qualification phases and that the GSA manage the establishment and administration of the procurement vehicle.

Having made its recommendations, the JSST was disbanded and the Financial Systems Committee, working with the JFMIP and GSA, requested FEDSIM to assist in implementing the JSST recommendations, which have been approved by the CFO Council. In order to get the FMSS reengineering project off the ground, the CFO Council members, at the September 16, 1997, CFO Council meeting, agreed to contribute \$30,000 each by December 31, 1997, to fund the initial activities related to the JSST recommendations until the JFMIP, Office of Management

and Budget (OMB) and the Department of the Treasury obtain long term funding for the PMO which is expected to be in place no later than the beginning of FY 1999. The major efforts are underway to accomplish this transition by improving financial systems requirements definitions, developing an appropriate testing and certification process for software and establishing the PMO to oversee the process.

PROGRESS TO DATE

The CFO Council Financial Systems Committee, on behalf of the CFO Council, contracted with FEDSIM to provide contract support to the project. The Financial Systems Committee created an Oversight Committee to oversee the reengineering effort, which included representatives from the Joint Systems Solution Team, JFMIP, GSA, and other agency representatives. In early 1998, FEDSIM awarded the project to the Logistics Management Institute (LMI) to provide technical support in the effort. The Statement of Work (SOW) included the following three mandatory tasks:

- *Task 1* - Conduct a survey of product evaluation, testing and qualification practices for financial systems and accounting software.
- *Task 2* - Identify and recommend requirements for the qualification process.
- *Task 3* - Define the software qualification process.

An additional 5 tasks were identified to be exercised, if desired. They included the following:

- *Task 4* - Develop materials for the FMSS 99 solicitation.
- *Task 5* - Develop test materials for the software qualification process.
- *Task 6* - Define the FMSS Knowledgebase and collection mechanisms.
- *Task 7* - Develop the source information for FMSS 99 related products and services.
- *Task 8* - Define FMSS Knowledgebase development and management concepts.

The following tasks have been completed: task 1 (fact finding); task 2 (requirements definition/development); task 3 (the new process); and tasks 6, 7, & 8 (the Knowledgebase). Tasks 4 and 5 are in the early stages of development and are on track to meet a December 1998 deadline.

On October 1, 1998 the Financial Systems Committee and JFMIP hosted an Open House presentation describing the new process and encouraged vendors and agencies to communicate and give feedback to the Federal Government.

In a related activity, the JFMIP is currently in the process of revising the Core Financial Systems Requirements Document to correspond to the updated mandatory requirements developed as part of the FMSS Schedule reengineering effort. The distribution of the exposure draft with updated core requirements will essentially mirror the requirements that are currently in the electronic Knowledgebase and being used to develop the Certification Test. The exposure draft will go through the normal comment process.

Due to the magnitude of the effort, the completion date for having the new process in place could not be completed before the current FMSS Schedule expired on September 30, 1998. The current contract has been extended from October 1, 1998 to October 1, 1999 with an Open Season to allow new vendors to qualify under the existing schedule process. The extended schedule allowed the team to revise core financial systems requirements and establish a more realistic schedule for testing software under the new process.

RESULTS OF ASSESSMENT SURVEY

LMI conducted over 30 interviews with federal agencies, software vendors, and commercial firms about financial software requirements development, testing and evaluation. The findings based on agency perspectives included:

- agencies want and need more information from a trusted independent source.
- current test not comprehensive.
- relationship of certification test to agency selection test unclear.
- FMSS schedule may restrict agency choice of technology and other innovations.
- agencies want to bypass A-127 software selection requirements when product alternatives are restricted.

The findings based on vendor perspectives included:

- test questions not explicitly linked to requirements - expected results not clear.
- quality of volunteer testers uneven.
- test secrecy hinders communications and product development.
- vendors want to showcase valuable product features - but can't.
- test in multiple environments is costly in terms of resources required.

- vendors want to test on their own system and site.

The results of the survey confirmed the earlier JSST assessment.

PROPOSED NEW PROCESS

The proposed new Federal Financial System Software (FFSS) Certification and Procurement Process has been designed to address the major concerns raised by vendors and government agencies while maintaining the objective of making available quality commercially available software to meet financial management needs of the Federal Government. In order to improve communication about the test and its results, the new process will separate the qualification and certification process from the procurement process. Once these two processes are separated, the PMO, to be operated as part of JFMIP, will manage the qualification and certification process. The PMO responsibilities will go beyond the qualification process and extend to implementing a broad vision for improvement in federal financial system procurement and implementation. In addition, the Knowledgebase, envisioned as a Web-enabled electronic repository, will facilitate storing, maintaining, and accessing the information.

To implement these changes the Financial Systems Committee and JFMIP are overseeing a *fourfold* approach as follows:

- *Update Core Financial Systems Requirements.* The JFMIP Core Financial Systems Requirements Document was last updated in 1994. To allow for an effective certification process, the Core Financial Systems Requirements needed to be updated for changes in laws and regulations and made consistent with the requirements included in the FMSS Request for Proposal issued by GSA.
- *Separate qualification from solicitation.* Currently, the software certification and acquisition processes are tightly linked, severely restricting both agency and vendor access to information. To allow full disclosure of the testing process, the testing and certification process will be completely separated from the solicitation process.
- *Establish a Program Management Office (PMO).* This office, part of the Joint Financial Management Improvement Program (JFMIP), will oversee the software testing and certification process which will include developing and maintaining test requirements; developing, maintaining and administering the test itself; maintaining a knowledgebase; and maintaining the certification process. The PMO will also act as clearinghouse for all stakeholders in the process.
- *Establish a comprehensive Knowledgebase.* The Knowledgebase will contain information about requirements, test questions, results of vendor tests, agency lessons learned, and information on Certified vendors.

Each of these elements is described below.

UPDATE OF THE CORE FINANCIAL SYSTEMS REQUIREMENTS

One of the critical elements of the reengineering effort is the updating of the Core Financial Systems Requirements issued by JFMIP as the Federal Financial Management Systems Requirements (FFMSR-1). The new process is intended to establish a method to maintain a current, comprehensive set of requirements, expand the requirements to include “features” that may not be required for all systems but do add value, provide for early announcement of proposed changes to requirements and invite comments before the exposure draft process, and link the requirements to the qualification test. The figure below summarizes the changes from the current process to the new process (See Figure 1).

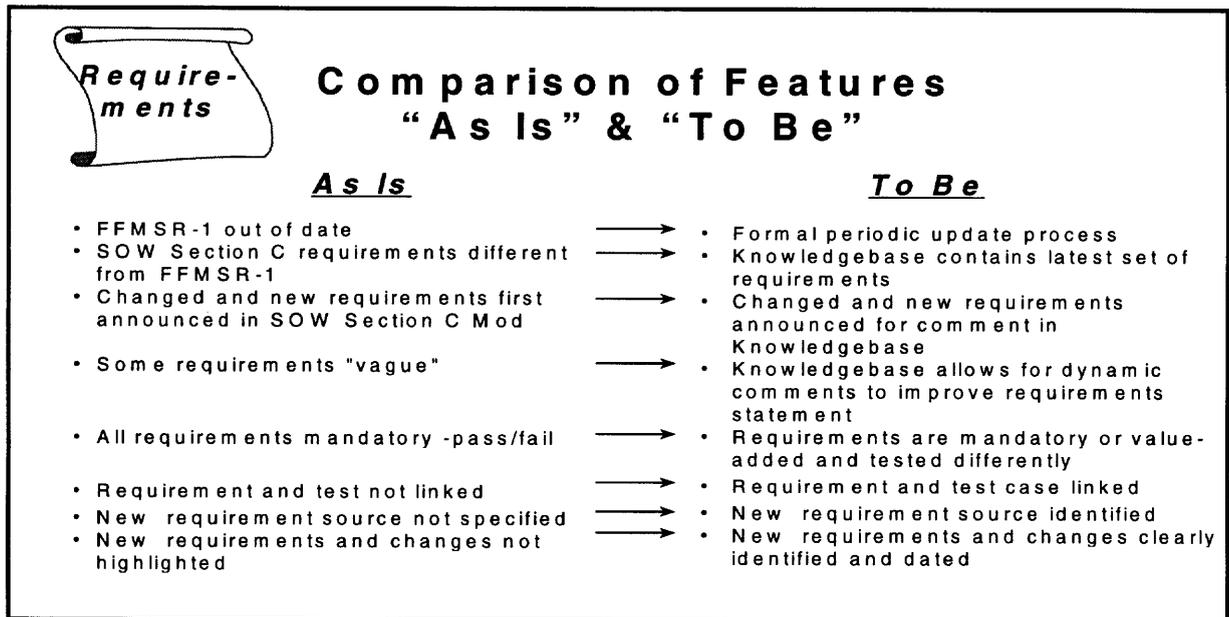


Figure 1

The Core Financial Systems Requirements have been expanded to include core financial requirements, core system technical requirements, and core vendor support capabilities. The core financial requirements include the functional requirements for the system. The core system technical requirements has been included to address areas such as security and internal controls, Y2K compliance, and integrated document and workflow management. In addition, a section has been added to cover needed vendor support capabilities such as training, documentation, software maintenance and updates, and technical assistance. Only the core financial requirements will be tested on a pass/fail basis.

A critical step in the reengineering effort was to update the requirements. Mandatory requirements needed to be updated for new legislation, standards, and regulations. In addition to the mandatory requirements, the new process allows for the addition of value-added features. These value-added features, however, may become mandatory requirements in some agency software acquisitions because they are critical to an agency’s operations.

The new process will allow for dynamic updates and the ability to comment on the requirements. The figure below (Figure 2) summarizes the proposed process to update the requirements for changes.

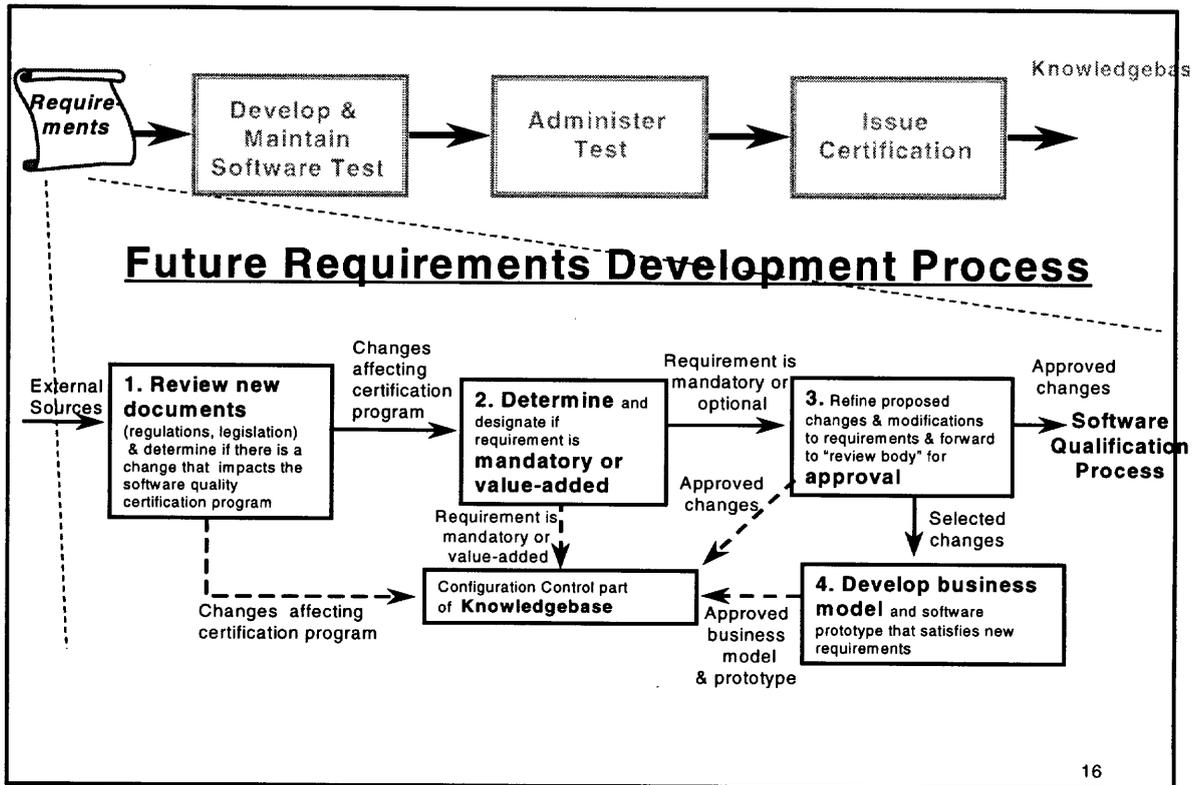


Figure 2

The requirements will be included in the Core Financial Systems Knowledgebase. Each requirement will include a description, the status (mandatory or value-added), the change status (new, changed, approved or proposed), the source of the requirement, key dates (change date, effective date, earliest test date), and a linkage to the Certification Test. In addition, changes in requirements will be highlighted in the text. It is believed that this update process will help significantly in communicating more clearly to vendors and agencies the specific core financial systems requirements. As a result of this process, the Oversight team determined that the changes in the requirements will require that the 1994 release of the JFMIP Requirements Document need to be updated. This update is now in process.

SEPARATE QUALIFICATION FROM SOLICITATION

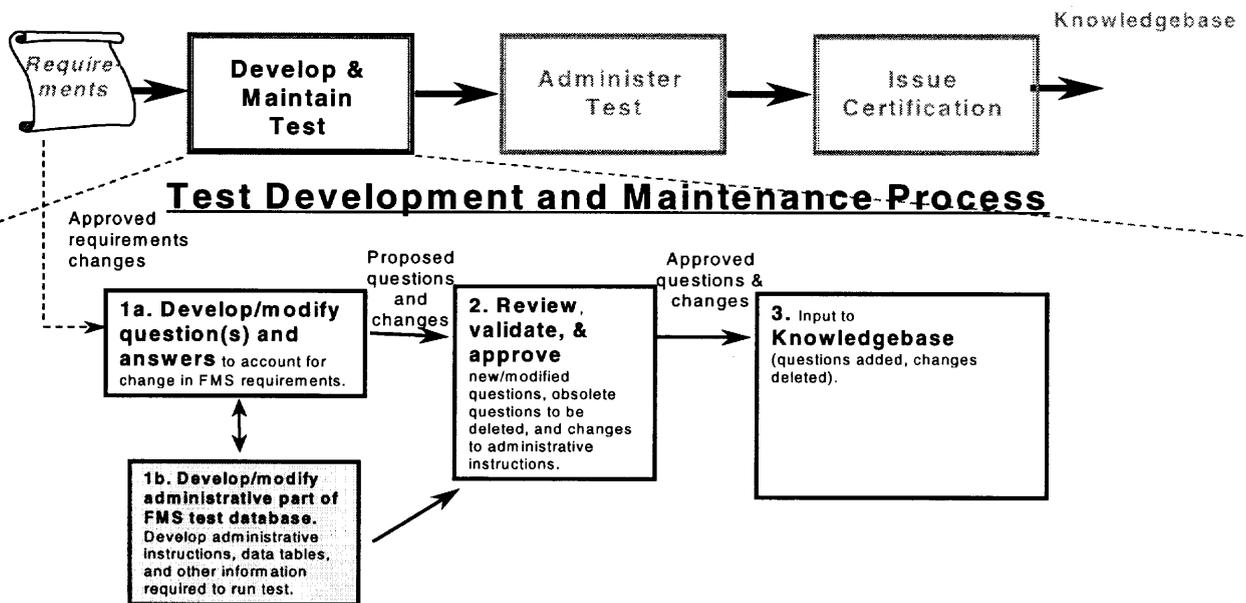
The procurement sensitive nature of the current FMSS Schedule procurement process limited open dialogue about the government evaluative criteria and vendor capabilities. Based on the JSST and LMI recommendations, the qualification process will be completely separated from the solicitation process. However, only “qualified” products may be procured by Federal agencies.

The Qualification Process

The qualification process has three major components. The first component is the development and maintenance of the test. The second component is administering the test. The third component is the actual “qualification” and certification. Currently, the test is administered by GSA within announced periods during which the test will be administered. The test is actually administered and evaluated by a team of government volunteers.

The new certification process will address two major issues related to the testing of new software. First the certification will be designed to determine whether the vendor, software product line, or software version meets the mandatory core financial systems requirements as published by JFMIP. This will be a pass/fail process and will identify how the vendor passes the requirement. Second, the process will collect information on value added features.

The certification test will specifically link to requirements. Critical to the process will be the development of the test and the maintenance of the process. Below is a summary of the proposed Test Development and Maintenance Process (See Figure 3).



10

Figure 3

Following this process will be the actual testing of the software. This process will be designed to be as efficient and effective as possible recognizing that the most important objective is to ensure an appropriate level of quality of the software offered. The efforts to develop the testing approach are underway.

Proposed Solicitation Process

The General Services Administration (GSA) will be responsible for the solicitation process related to the core financial systems software. GSA will no longer be responsible for the technical evaluation, testing process and certification of software vendors. Once software vendors have passed the test and have been awarded their Certificates from the PMO, they will then have the authority to enter into negotiations with GSA to gain access to the new procurement vehicle.

GSA has developed a proposal to support the new procurement process through a joint effort of the Federal Supply Service (FSS) and the Federal Technology Service (FTS). The proposal is described in a Memorandum of Understanding (MOU) between FSS and FTS for the management of the FMSS Schedule and its successor program.

Under the MOU the Federal Technology Service will:

- Perform contract administration on existing Financial Management System Software Contracts until expiration date or the issuance of replacement contracts.
- Work with FSS to facilitate adding financial management system software to the FSS, Federal Supply Contract (FSC) Group 70, Information Technology (IT) Solutions Schedule.
- Perform market analysis of new and emerging technologies and applications to ensure that the FSS Schedule contract meets the needs of the federal financial community.
- Conduct vendor meetings, as appropriate, on financial/technical software requirements to ensure a free flow of information from the vendor community to the government.
- Provide value added technical and acquisition services and conduct procurements using the FSS for financial management systems as requested by client agencies.
- Coordinate with the JFMIP PMO on the exchange of financial systems procurement data for use in the PMO database, and coordinate JFMIP requirements with FSS.
- Coordinate GSA response to external inquiries regarding JFMIP program and policy issues.

Under the MOU the Federal Supply Service will:

- Conduct negotiations and add financial management systems software, maintenance, technical support services, enterprise-wide systems, and ancillary accounting and supporting software packages to the FSC Group 70, IT Solutions Schedule. Special Item Number (SIN) 132-51 special ordering procedures shall apply for financial technical support services.

- Provide contract administration on these contracts.
- Add financial management software accounting, maintenance, technical support services, enterprise-wide systems, ancillary and supporting software packages to GSA Advantage and FSS Schedule Search Page.
- Participate in meetings with contractors dealing with technical matters regarding financial management software.

The Financial Systems Committee has requested that OMB review the proposed agreement to ensure that it meets the policy objectives of Circular A-127. Further, the new program will require changes in policy and guidance in the Federal Acquisition Regulations (FAR) and OMB Circular A-127. The Financial Systems Committee wants to ensure that OMB will support these proposed changes.

ESTABLISH A PROGRAM MANAGEMENT OFFICE (PMO)

The Program Management Office (PMO), working for the JFMIP Executive Director, will manage the new qualification process. The duties associated with this responsibility are described below:

Develop Requirements - During the reengineering process it was discovered that a direct link exists between the requirements and test development. The PMO must maintain and publish a “Living” list of core financial requirements which form the basis for the certification test. Each requirement should be clearly traceable to its original source. (See the **Knowledgebase** web-site for an updated version of the core requirements.)

Develop, maintain and administer the test - Requirements will be the basis for the test framework, a full array of test scenarios, and sample test data and “answers” (expected results) for each set of test data. All test material should be available to agencies and vendors and should be updated annually. Agencies will be able to use the information to develop selection tests for their procurement of financial software and vendors will be able to ensure that their software remains compliant.

Manage certification - Certification will be linked to discrete versions of a product and renewed periodically.

Maintain Knowledgebase - The PMO will be responsible for the overall design, operation, and maintenance of the Knowledgebase. It can be used both as a repository of information and as a means of fostering communication.

Communicate with and educate stakeholders - The PMO should act as a clearinghouse for all types of information associated with federal financial systems acquisition. It can provide

assistance to both agencies and vendors, encouraging communication and coordination among the stakeholders.

The funding for the PMO has been approved and appropriate language is included in the Treasury Postal Appropriation bill. The funding for the PMO will come from rebates from the Government chargecards.

ESTABLISH A COMPREHENSIVE KNOWLEDGEBASE

The PMO will be responsible for maintaining a Knowledgebase of information of value to the financial management offices of the major agencies. This Knowledgebase will be a Web-enabled electronic repository that can be accessed 24 hours a day. The Knowledgebase is designed to help vendors understand the core requirements and the content of the test. The availability of information about the requirements and the test is intended to encourage vendor participation. Another purpose of the Knowledgebase is to provide evaluative and descriptive information to agencies about vendor software. This should assist agencies in their selection process. The Knowledgebase will include information on the following:

- FMS Requirements
- Test Material
- Certification List
- Software Features
- Vendor Information
- Lessons Learned/Best Practices
- User Groups

The updated requirements have been loaded into the Knowledgebase that is currently being administered by LMI. A “live” demonstration of the electronic Knowledgebase was given at the October 1, 1998, Open House hosted by the Financial Systems Committee of the CFO Council and JFMIP. Directions to the Knowledgebase are as follows:

- (1) go to the JFMIP homepage at <http://www.financenet.gov/jfmip.htm>
- (2) go to PMO homepage at <http://www.financenet.gov/jfmip/pmo.htm>
- (3) then go to temporary address of core financial system at http://memphis.lmi.org/ext/cfo_fms_r.nsf

The electronic Knowledgebase will allow dynamic updates and comments where proposed changes can be posted in the web-site and vendors and agencies can respond. The Knowledgebase also will provide for a much faster review and approval process than normally found in the annual update process to formally change requirements.

PROJECT TIMELINE

The proposed timeline with the status of the key milestones for the reengineering project is as follows:

Project Timeline		
<u>Task</u>	<u>Date</u>	<u>Status</u>
Extend current FMS contract through September 30, 1999	Summer 1998	Completed
Redesign Requirements	May 1998	Completed
Update core financial system requirements	1st Quarter FY 99	Completed
Reissue JFMIP Core Financial Systems Requirement Document	December 1998	Exposure Draft to be released November 1998
Implement Knowledgebase	October 1998	Completed
Activate PMO	October 1998	Completed
Draft test available for comment	December 1998	
Amend A-127 and FAR	December 1998	
Validate new test	January 1999	
Accept applications	February 1999	
Begin testing	February 1999	
Complete Initial Certification process	August 1999	
Add Certified vendors to GSA Schedule	September 1999	

The Financial Systems Committee is pleased with the progress to date on this project and believes that it will meet the schedule outlined above. The Committee appreciates the support it has received from the CFO Council in undertaking this effort to reengineer the FMSS Schedule and looks forward to completing its efforts over the next year.

**The Chief Financial Officers Council
FINANCIAL SYSTEMS COMMITTEE**
and
THE JOINT FINANCIAL MANAGEMENT IMPROVEMENT PROGRAM
PRESENT

**FINANCIAL MANAGEMENT SYSTEM SOFTWARE REQUIREMENTS
OPEN HOUSE**

Thursday, October 1, 1998, 8:00a.m - NOON
GSA AUDITORIUM, 1800 F STREET NW

AGENDA

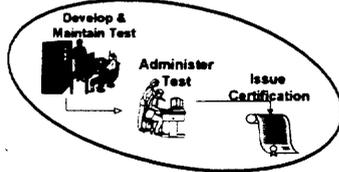
- 8:00 - 8:15 **REGISTRATION**
- 8:15 - 8:30 **WELCOME/INTRODUCTIONS**
- 8:30 - 9:15 **UPDATING AND COMMUNICATING CORE FINANCIAL SYSTEM
REQUIREMENTS**
Refining Core Financial Systems requirements and linking requirements
by source.
- 9:15 - 10:00 **THE JFMIP KNOWLEDGE BASE - Core Financial System**
Establishing an electronic repository to enhance communication.
- 10:00 - 10:15 **BREAK**
- 10:15 - 11:00 **TESTING, QUALIFICATION, AND CERTIFICATION**
Developing comprehensive software testing and certification processes
with traceability to requirements and managing the federal testing and
certification process under the JFMIP Program Management Office
(PMO).
- 11:00 - noon **OPEN DISCUSSION**

TO REGISTER CALL JFMIP AT (202) 512-9201 BY SEPTEMBER 28, 1998

NO CPE CREDIT WILL BE GIVEN

Financial Management Systems Software Requirements And Qualification

Open House



Overview

Sen 30, 98

Open House Presentation Outline

✓ Overview

- Introductions
- Purpose
- Background
- The Program Management Office
- Defining the Core Financial System Requirements & Qualification Process
- Requirements Development
- The Knowledgebase
- The Qualification Process

Introductions

- Karen Cleary Alderman, Executive Director, JFMIP
- R. Schuyler Leshner, Chair, CFO FSC
- Steve Balsam, JFMIP PMO
- LMI Team
 - Roy Capozzi
 - Catherine Nelson
 - Ajay Madan
 - Joel Henson

Purpose of this Open House

Present the **proposed** System Requirements and Qualification Process



- Present the key features of the new process:
 - Program Management Office
 - Requirements development
 - Electronic repository - Knowledgebase
 - The qualification process and timelines
- Questions and discussion

Vision for Federal Financial Software Systems

- Build private-sector partnerships
- Provide market information that encourages private-sector "partners" to furnish products
- Make it easy for (qualified) vendors to get on the "schedule"
- Maintain up-to-date financial standards
- Re-engineer procurement vehicles - easy to use, flexible, wide selection of products
- Provide incentives that encourage private-sector to update products "on their nickel"

G. Edward DeSeve, 1998 JFMIP Conference

Background

1997 JSST Recommendations Endorsed by the CFO Council

- Separate Core Financial Software qualification and procurement processes
- Establish a JFMIP Program Management Office to manage qualification process and Knowledgebase
- GSA streamline procurement vehicle (IDIQ recommended)

1998 LMI Findings: Agency Perspective

- Agencies want and need more information from a trusted independent source
- Current test not comprehensive
- Relationship of certification test to agency selection test unclear

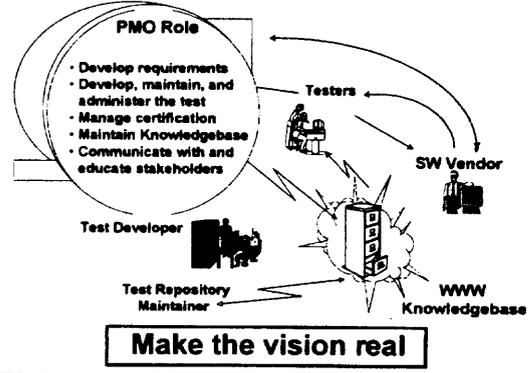
1998 LMI Findings: Vendor Perspective

- Some requirements were "vague"
- Test questions not explicitly linked to requirements - expected results not clear
- Quality of volunteer testers uneven
- Test "secrecy" hinders communication and product development
- Vendors want to "showcase" valuable product features - but can't
- Test in multiple environments is costly in terms of resources required
- Vendors want to test on their own system and site

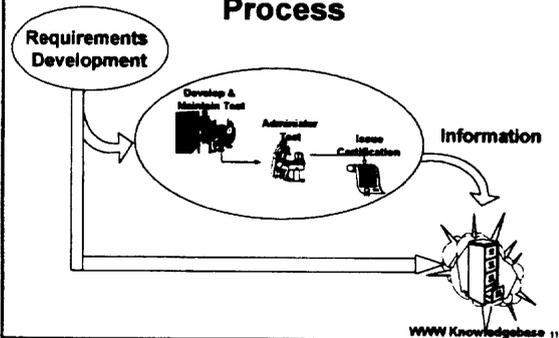
Summary Findings and Conclusions

- Separate the qualification and procurement processes to improve communications with agencies and vendors
- Establish a Program Management Office to manage the qualification process (and more)
- Establish a knowledge base of product and vendor information

JFMIP Program Management Office

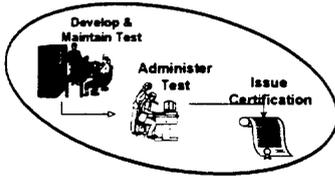


Defining the Core Financial System Requirements & Qualification Process



Financial Management Systems Software Requirements And Qualification

Open House



Requirements Development

See 29-38

Open House Presentation Outline

- Overview
- Requirements Development
 - Objectives of New Process
 - Key Characteristics
 - The Proposed New Process
- The Knowledgebase
- The Qualification Process

2

Objectives of Requirements Development Phase

- Update of Current Requirements for:
 - Changes in laws and regulations
 - Consistency between FFMSR-1 and SOW
- Develop New Requirements Process to:
 - Maintain a current, comprehensive set of requirements
 - Expand requirements to include "features" that may not be required for all systems but that add value
 - Provide for early announcement of proposed changes to requirements and invite comment before the exposure draft process
 - Link requirements to the qualification test

3

Requirements Comparison of Features "As Is" & "To Be"

<u>As Is</u>	→	<u>To Be</u>
• FFMSR-1 out of date	→	• Formal periodic update process
• SOW Section C requirements different from FFMSR-1	→	• Knowledgebase contains latest set of requirements
• Changed and new requirements first announced in SOW Section C Mod	→	• Changed and new requirements announced for comment in Knowledgebase
• Some requirements "vague"	→	• Knowledgebase allows for dynamic comments to improve requirements statement
• All requirements mandatory pass/fail	→	• Requirements are mandatory or value-added and tested differently
• Requirement and test not linked	→	• Requirement and test case linked
• New requirement source not specified	→	• New requirement source identified
• New requirements and changes not highlighted	→	• New requirements and changes clearly identified and dated

4



Mandatory versus Value-Added

- Mandatory financial requirements**
- JFMIP core requirements that must be satisfied for new software procurements
 - Testing is pass/fail (same as previous Software Capabilities Verification tests)
- Value-added features**
- Technical and functional software capabilities beyond core
 - Capabilities evaluated versus tested

5



Value-added Features Examples

- Budget Formulation
- Financial Planning
- Working Capital and Revolving Fund
- Electronic Signatures
- Document Imaging
- Integrated Workflow

6

Requirements **Three Major Groupings Requirements**

- Core Financial Requirements
- Core System Technical Requirements
- Core Vendor Support Capabilities

7

Requirements **Core Financial Management Functions - Comparison**

FFMSR-1	Section C - SOW	New Functional Requirements
<ul style="list-style-type: none"> • System Management • USGL Management • Funds Management • Payment Management • Receipt Management • Cost Management • Reporting 	<ul style="list-style-type: none"> • System Management • USGL Management • Funds Management • Payment Management • Receipt Management • Cost Management • Reporting • Security • Y2K* 	<ul style="list-style-type: none"> - System Management <ul style="list-style-type: none"> • Integration (New) - USGL Management - Funds Management <ul style="list-style-type: none"> • Budgeting (New) - Payment Management - Receipt Management - Cost Management <ul style="list-style-type: none"> • Working Capital Funds (New) - Reporting <p>System Requirements</p> <ul style="list-style-type: none"> - Security - Y2K

* Mandated under section C. 13

8

Requirements **Expansion of System Technical Requirements**

- General
- Integrated Document and Workflow Management
- Security and Internal controls
- Y2K Compliance

9

Requirements **Vendor Support Capabilities**

- Identifies vendor services important to agencies
 - For GSA to include in the solicitation vehicle
 - For recognition by vendors
- Develop a common understanding of vendor support capabilities

10

Requirements **Vendor Support Capabilities Categories**

- General
- Training
- Documentation
- Software Maintenance and Updates
- Technical Assistance

11

Requirements **Resolving Inconsistencies in Requirement Documents**

• Current Mandatory Requirements	
- FFMSR -1	<u>208</u>
- SOW	
• Functional Requirements	215
• System Requirements	<u>19</u>
• Total	<u>234</u>
• Proposed	
• Functional	279
• System	<u>29</u>
• Total	<u>308</u>

12

Requirements

Proposed Mandatory Requirements

Functional requirements		
- FMSS SOW		215
• Eliminated - Consolidated		-2
• Expanded		13
- Adjusted FMSS SOW		226
- New requirements - JFMIP Framework		22
- New requirements - Other		31
Proposed requirements		279

Requirements

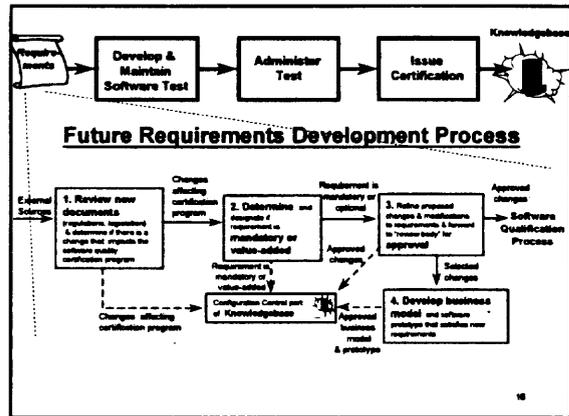
Additions to Mandatory Requirements

New Functional Requirements		
- System Management		9
- Funds Management - Budget		5
- Payment Management		4
- Receipt Management		4
- Funds Management - Other		3
- USGL		3
- Other		3
Total Functional Requirements		31

Requirements

Additions to Mandatory Requirements (Continued)

System Requirements		
- FMSS SOW		19
- New Requirements		10
Proposed System Requirements		29



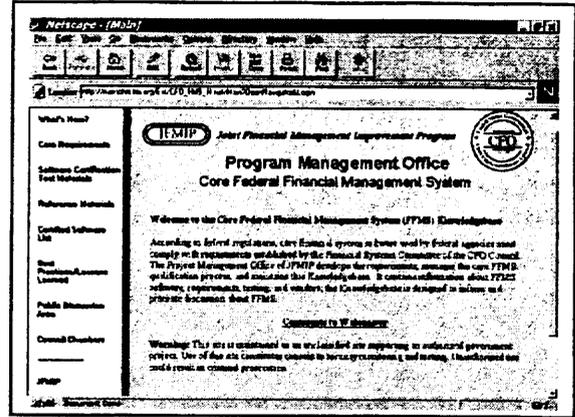
- Requirements**
- ### Proposed Requirements Process
- Allows dynamic updates and comments
 - Proposed changes can be posted in the Web site - Core Financial System Knowledgebase
 - Vendors and agencies can comment prior to "For comment draft"
 - JFMIP can respond and amend
 - Provides for review and approval
 - Normally an annual update process to formally change requirements

- Requirements**
- ### Format
- Format facilitates maintainability and testing linkage
- Requirement Number
 - Description
 - Status
 - (Mandatory or value added)
 - Change Status (currently)
 - Same
 - New
 - Changed
 - Change Status (future)
 - Approved
 - Proposed

Requirements

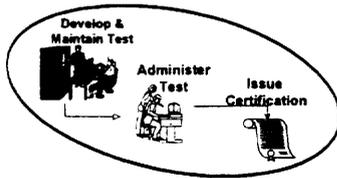
**Format
(Continued)**

- Source
- Key dates
 - Change date
 - Effective date
 - Earliest test date
- Linkage to test
- Changes to requirements are highlighted



Financial Management Systems Software Requirements And Qualification

Open House



Qualification Process

Sep 20, 98

Purpose

- Begin a dialog
- Provide a concept and proposed plan
- Discuss government considerations
- Solicit feedback

2

Open House Presentation Outline

- Overview
- Requirements Development
- The Knowledgebase
- ✓ • **The Qualification Process**
 - Test Development and Maintenance
 - Test Administration, Certification, and Application Procedures
- Next Steps

3

Develop & Maintain Test

Government Considerations

- Purpose
- Organization of the Test
- Comprehensiveness
- Framework

4

Develop & Maintain Test

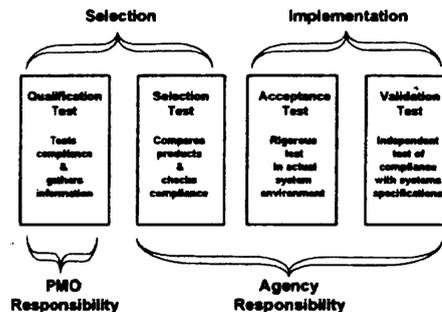
Qualification Process

- Purpose
 - Reduce risk to the government
 - Produce useful information
 - Reduce agency test effort
- And also
 - Encourage vendors to enter federal market
- Organization of the Qualification Test
 - Mandatory
 - Pass/fail
 - How
 - Value added

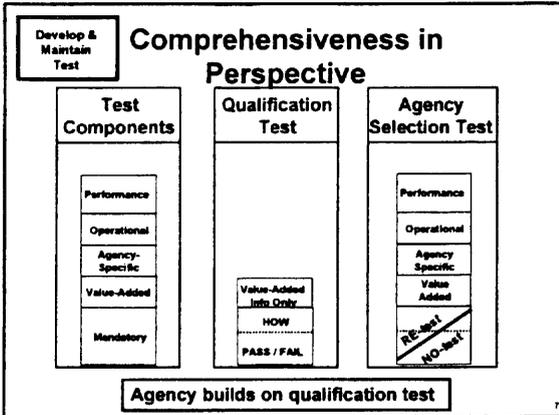
5

Develop & Maintain Test

Types of Tests

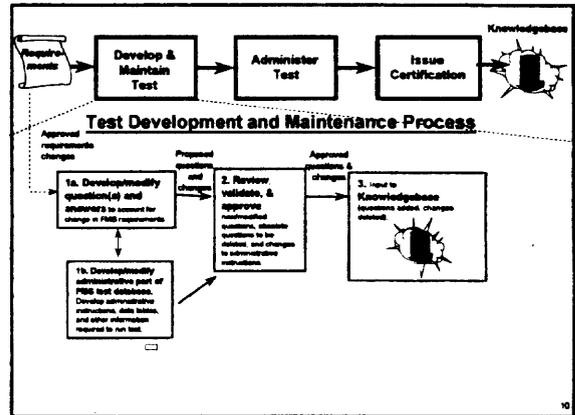


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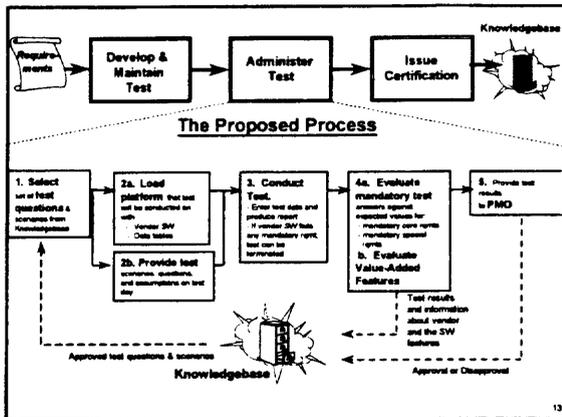
- Develop & Maintain Test**
- ### Proposed Approach for Achieving Comprehensiveness
- Build robust set of possible questions
 - May use sampling technique for selecting representative set of test cases for the actual test
 - Test only mandatory
 - Share information about how requirements are met
 - Gather information on value-added requirements
 - Identify the technical environment used

- Develop & Maintain Test**
- ### Proposed Test Framework
- Migration test process
 - Test on demand; retest in accordance with operating rules
 - Test scenarios, test cases, and expected results available to vendors and agencies
 - Length - Goal
 - Two to three days for mandatory requirements
 - Two days for value-added features
 - PMO is responsible for developing and maintaining the test



- Develop & Maintain Test**
- ### Proposed Test Development Approach
- Review all requirements against current Software Capabilities Verification test (and other selected tests)
 - identify reusable scenarios and gaps
 - Develop new scenario format
 - Develop initial scenarios, map to requirements, and validate
 - Complete scenarios
 - Integrate scenarios across functional areas
 - Develop beginning tables and expected results
 - Publish test in Knowledgebase
 - Validate and modify as required

- ### Open House Presentation Outline
- Overview
 - Requirements Development
 - The Knowledgebase
 - The Qualification Process
 - Test Development and Maintenance
 - ✓ - Test Administration, Certification, and Application Procedures
 - Next Steps



Administer Test

Proposed Application

- Administrative information
- References
- Documentation
- Value added requirements
- Officer's assurance
- Vendor requested timeframes
- Fees

Any Suggestions?

Administer Test

Transition Considerations

- **Maintain current qualification process**
 - Retain current vendors
 - Permit entry of qualified new vendors
- **Incrementally implement new process**
 - Requirements redesign and update
 - Knowledgebase
 - PMO
- **Develop the new test**
 - Obtain stakeholder feedback
 - Test the test

Proposed Timelines

• Extend current FMSS contract through Sep 30, 99	• Summer 98
• Update core financial system requirements	• 1st Quarter FY 99
• Redesign requirements	• May 98
• Implement Knowledgebase	• Oct 98
• Activate PMO	• Oct 98
• Draft test available for comment	• Dec 98
• Validate new test	• Jan 99
• Accept applications	• Feb 99
• Begin testing	• Feb 99
• Complete process	• Sep 99

Feedback

Knowledgebase Directions

- **JFMIP homepage is:**
<http://www.financenet.gov/jfmip.htm>
then select **PMO**
- **PMO homepage is:**
<http://www.financenet.gov/jfmip/pmo.htm>
then select **Core Financial System**
- **Temporary address for Core Financial System is:**
http://memphis.lmi.org/ext/cfo_fms_r.nsf