FDLE

Florida Department of
Law Enforcement

Richard L. Swearingen
Commissioner

Office of Executive Director
Post Office Box 1489
Tallahassee, Florida 32302-1489
(850) 410-7001
www.fdle.state.fl.us

Ron DeSantis, *Governor*
Ashley Moody, *Attorney General*
Jimmy Patronis, *Chief Financial Officer*
Nikki Fried, *Commissioner of Agriculture*

LEGISLATIVE BUDGET REQUEST

Florida Department of Law Enforcement

Tallahassee, Florida

October 15, 2020

Chris Spencer, Policy Director
Office of Policy and Budget
Executive Office of the Governor
1701 Capitol
Tallahassee, Florida 32399-0001

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

Tim Sadberry, Staff Director
Senate Committee on Appropriations
201 Capitol
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Florida Department of Law Enforcement is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2021-22 Fiscal Year.

Sincerely,

Richard L. Swearingen
Commissioner

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

Request for Approval
Temporary Special Duty – General Pay Additives Implementation Plan
For Fiscal Year 2021-22

In accordance with previous rule authority established in 60L-32.0012, Florida Administrative Code, the Florida Department of Law Enforcement has used existing rate and salary appropriations to grant pay additives when warranted based on the duties and responsibilities of the position.

Temporary special duty additives are a valuable management tool which allows agencies to compensate employees for identified additional duties which are not permanent in nature.

Pay Additive – General
The agency requests approval to continue to grant a pay additive up to 15 percent of employee base salary or agency minimum, whichever is greater to staff who are temporarily assigned higher level duties and responsibilities not customarily associated with a position.

Pay Additive – Absent Coworker
The agency requests approval to continue to grant a pay additive up to 15 percent of employee base salary or agency minimum, whichever is greater to staff who are temporarily assigned duties and responsibilities of a coworker who is absent from work due to authorized Family and Medical Leave Act or military leave.

For both pay additive scenarios addressed in this plan, the additive will begin on the first day of special duties being assumed and continue for up to 90 days. After this 90-day period, the agency will reassess the need for the additive and address accordingly.

During fiscal year 2019-20, the agency implemented a total of twenty-seven temporary special duty additives, all of which would fall within the scenarios described above. The positions granted included the following classes; Administrative Assistant II, Forensic Technologist, Crime Laboratory Analyst, Senior Crime Intelligence Analyst I, Crime Intelligence Analyst II, Crime Laboratory Technician, Government Analyst II, Government Operations Consultant I, Law Enforcement Officer, Purchasing Manager, Research & Training Specialist, Special Agent. The agency expended approximately $41,912 on these twenty-seven additives. The agency anticipates expenditures to be comparable to those in prior years.

The following Collective Bargaining Agreements contain language regarding Temporary Special Duty:

State of Florida and the Police Benevolent Association – Law Enforcement
Article 21 Compensation for Temporary Special Duty in Higher Level Position, Section 1

State of Florida and the Police Benevolent Association – Special Agent
Article 21 Compensation for Temporary Special Duty in Higher Level Position, Section 1

AFSCME Master Contract
Article 21 Compensation for Temporary Special Duty in Higher Level Position, A

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	**Florida Department of Law Enforcement**		
Contact Person:	James D. Martin	Phone Number:	850-410-7679

Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	National Rifle Association of America, Inc. vs. Ashley Moody, Attorney General of Florida & Richard Swearingen, Commissioner, Florida Department of Law Enforcement	
Court with Jurisdiction:	United States District Court, Northern District of Florida	
Case Number:	4:18-cv-00137-MW-CAS	
Summary of the Complaint:	Declaratory and Injunctive action challenging the law, Section 790.065(13), Florida Statutes, which prohibits the sale of firearms to persons under the age of 21. The complaint alleges that the law is unconstitutional under the Second and Fourteenth Amendments to the United States Constitution. .	
Amount of the Claim:	$ N/A	
Specific Statutes or Laws (including GAA) Challenged:	Section 790.065(13), Florida Statutes	
Status of the Case:	Motions for Summary Judgment filed by both parties are pending disposition with the Court.	
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
	X	Office of the Attorney General or Division of Risk Management
		Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).		

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	**Florida Department of Law Enforcement**		
Contact Person:	James D. Martin	Phone Number:	850-410-7679

Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Christopher Pretzer, Mark Wood, Richard A. Barsky, Richard Chamnes, Edward Henry, Florida Carry, Inc., and U.S. Lawshield Legal Expense Insurance Corp., vs. Rick Swearingen and Florida Department of Law Enforcement	
Court with Jurisdiction:	Second Judicial Circuit Court, Leon County, Florida	
Case Number:	37-2019-CA-1123	
Summary of the Complaint:	Declaratory and Injunctive action challenging the law related to background checks conducted by FDLE on individuals attempting to purchase firearms under sections 790.065 and 790.0655, Florida Statutes. .	
Amount of the Claim:	$ 100 per day of delay of the right to purchase a firearm	
Specific Statutes or Laws (including GAA) Challenged:	Section 790.065 and 790.0655, Florida Statutes	
Status of the Case:	Case currently stayed pending appeal of the Court's Temporary Order Granting Plaintiff's Emergency Ex-Parte Motion for Protection of Evidence.	
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
		Office of the Attorney General or Division of Risk Management
	X	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).		

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	**Florida Department of Law Enforcement**		
Contact Person:	James D. Martin	Phone Number:	850-410-7679

Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Sean Caranna and Florida Carry, Inc. vs. Rick Swearingen and Florida Department of Law Enforcement	
Court with Jurisdiction:	Second Judicial Circuit Court, Leon County, Florida	
Case Number:	37-2019-CA-001973	
Summary of the Complaint:	Declaratory and Injunctive action challenging the law related to background checks conducted by FDLE on individuals attempting to purchase firearms under sections 790.065 and 790.0655, Florida Statutes. .	
Amount of the Claim:	$ 100 per day of delay of the right to purchase a firearm	
Specific Statutes or Laws (including GAA) Challenged:	Section 790.065 and 790.0655, Florida Statutes	
Status of the Case:	An answer and affirmative defenses were filed in response to the complaint and the case is currently pending.	
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
		Office of the Attorney General or Division of Risk Management
	X	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).		

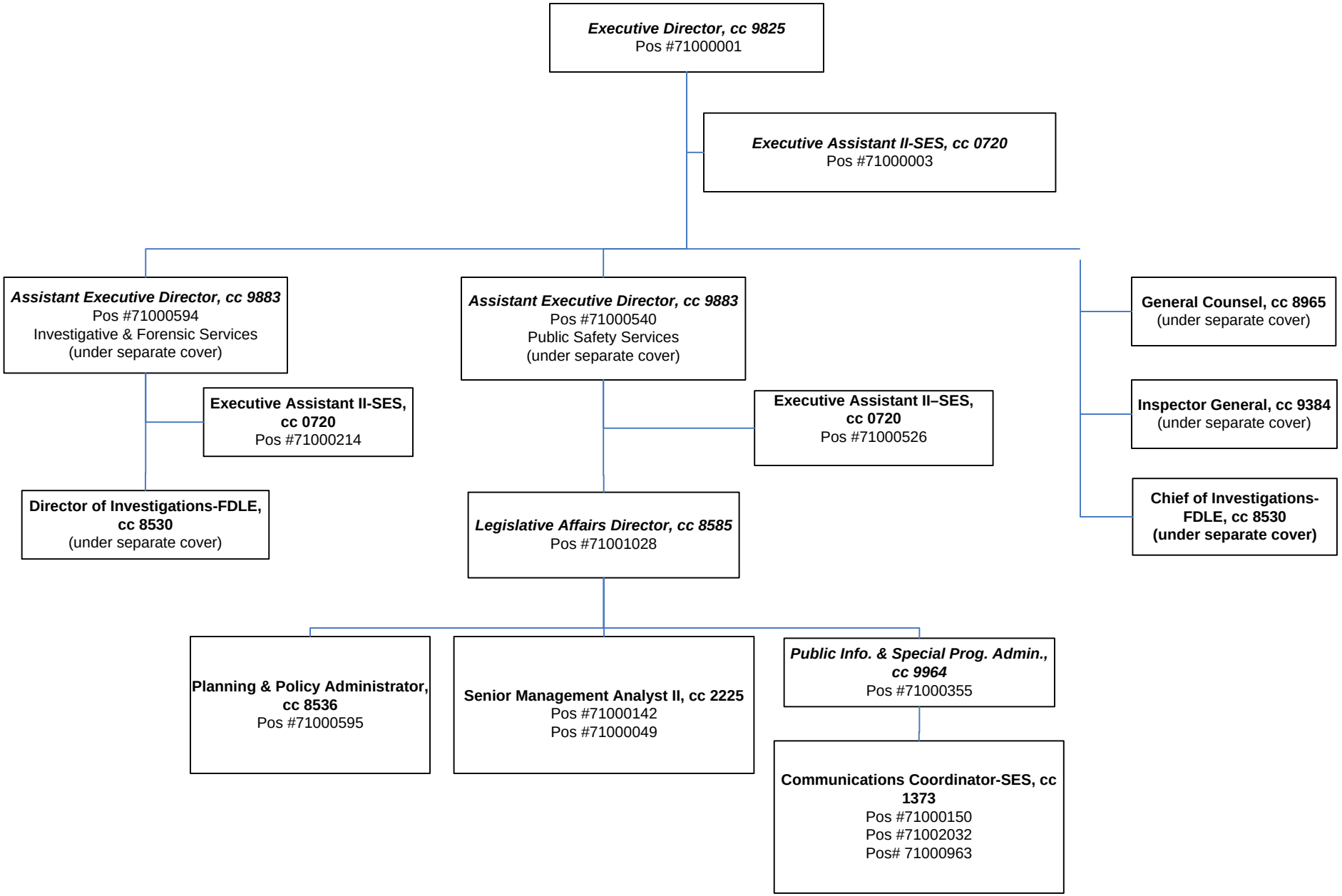
Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	**Florida Department of Law Enforcement**		
Contact Person:	James D. Martin	Phone Number:	850-410-7679

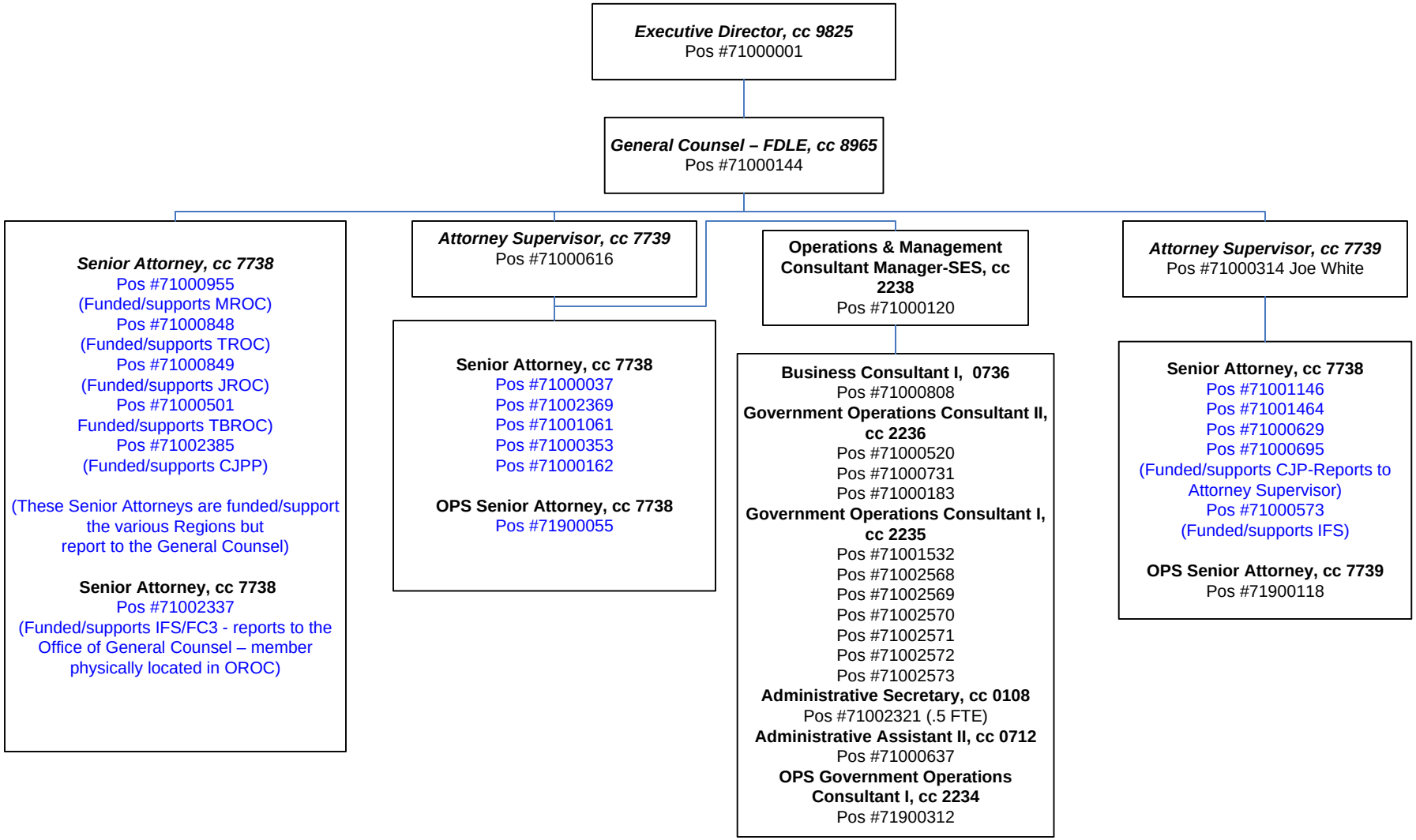
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	John Doe #'s 1-5 vs. Rick Swearingen and Florida Department of Law Enforcement	
Court with Jurisdiction:	United States District Court , Southern District of Florida	
Case Number:	1:18-cv-24145-KMW	
Summary of the Complaint:	Constitutional challenge to Florida's sex offender registration laws found in section 943.0435, Florida Statutes. Claims for relief include ex post facto violations, violation of procedural due process, violation substantive due process, 8th Amendment cruel and unusual punishment, and allegations of vague terms. .	
Amount of the Claim:	$ N/A	
Specific Statutes or Laws (including GAA) Challenged:	Section 943.0435, Florida Statutes	
Status of the Case:	Case is currently in the discovery phase and motions for summary judgment will be filed by both parties.	
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
		Office of the Attorney General or Division of Risk Management
	X	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).		

Florida Department of Law Enforcement
Office of the Executive Director



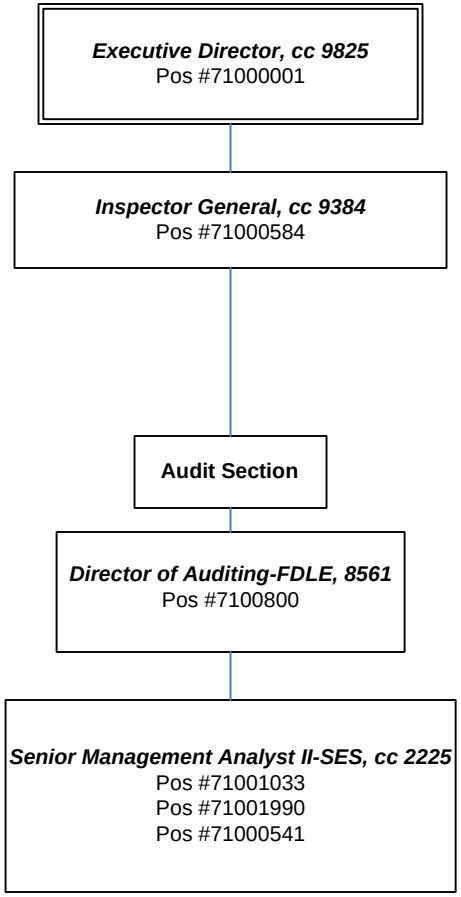
9/15/2020

Florida Department of Law Enforcement
Office of the General Counsel

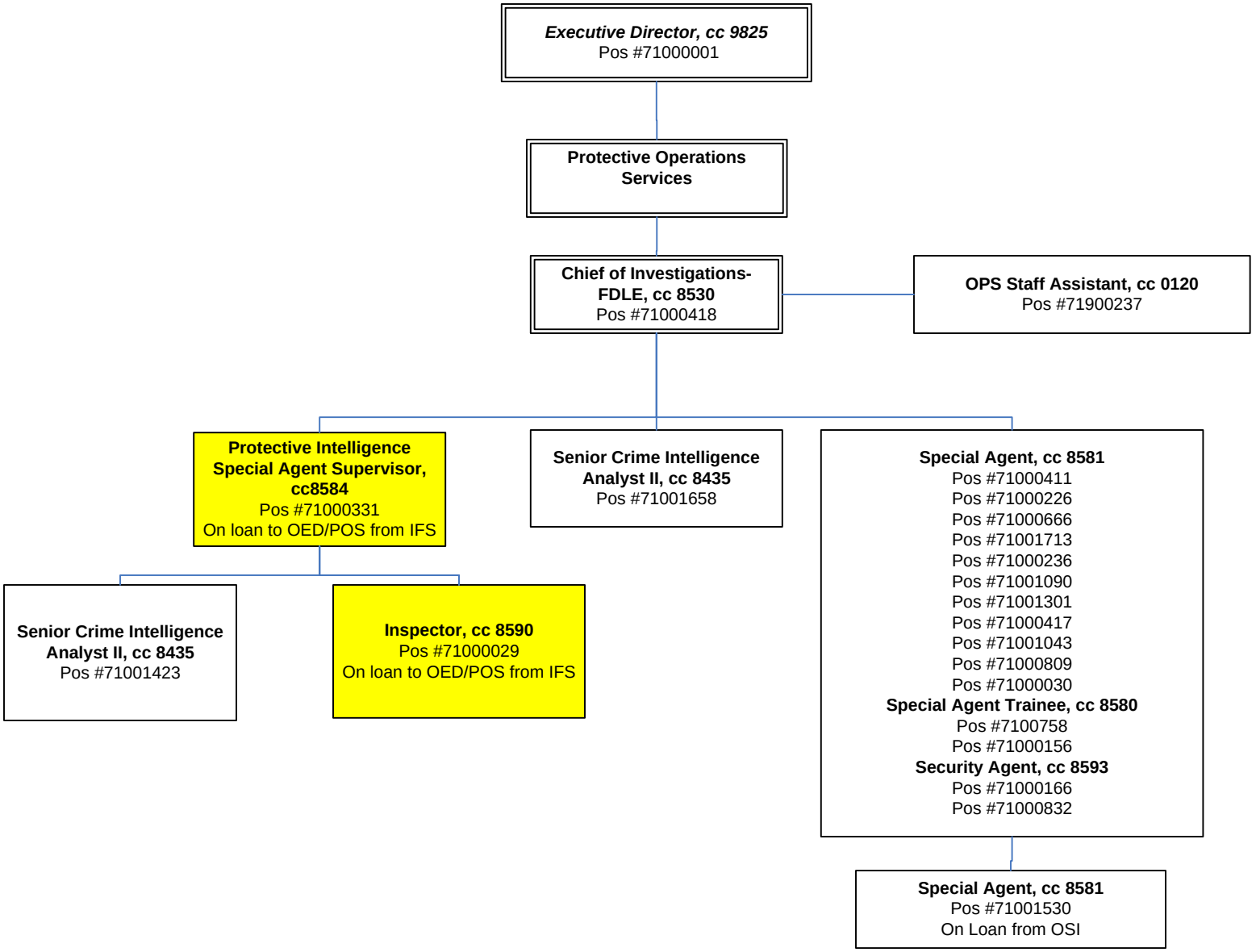


9/15/2020

Florida Department of Law Enforcement
Office of Inspector General



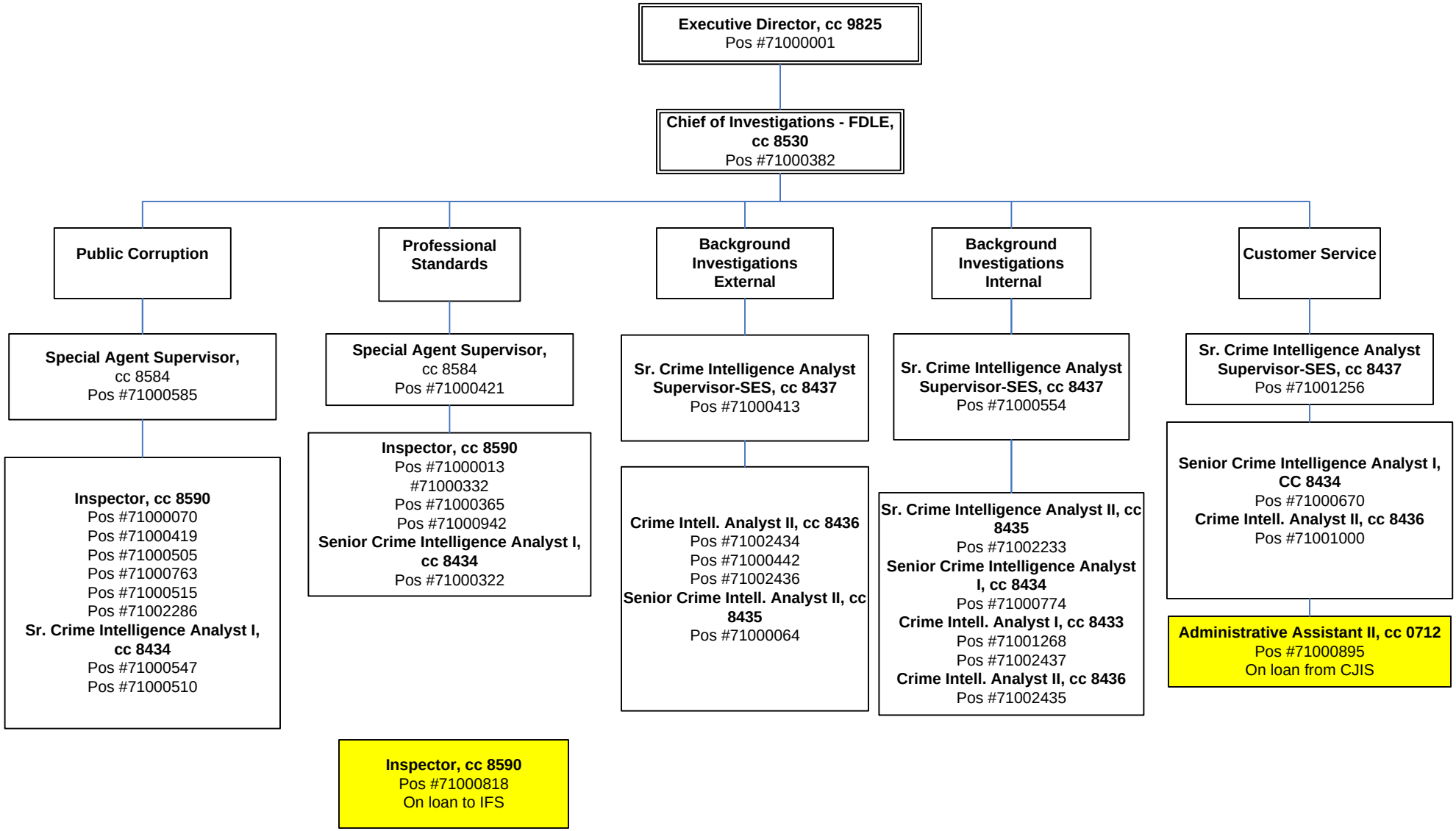
Florida Department of Law Enforcement
Office of the Executive Director
Protective Operations Services



9/15/2020

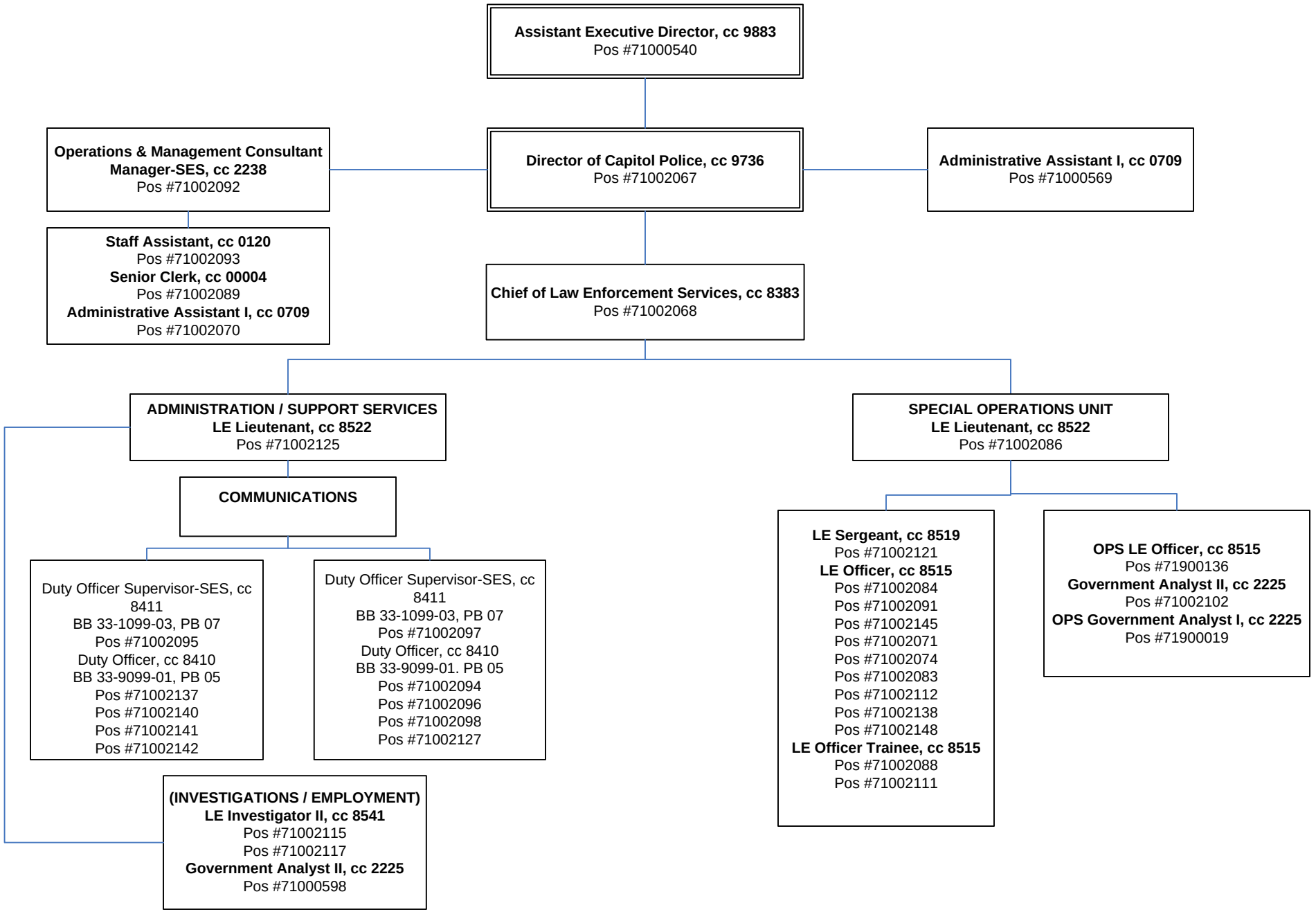
Florida Department of Law Enforcement

Office of Executive Director
Office of Executive Investigations



9/15/2020

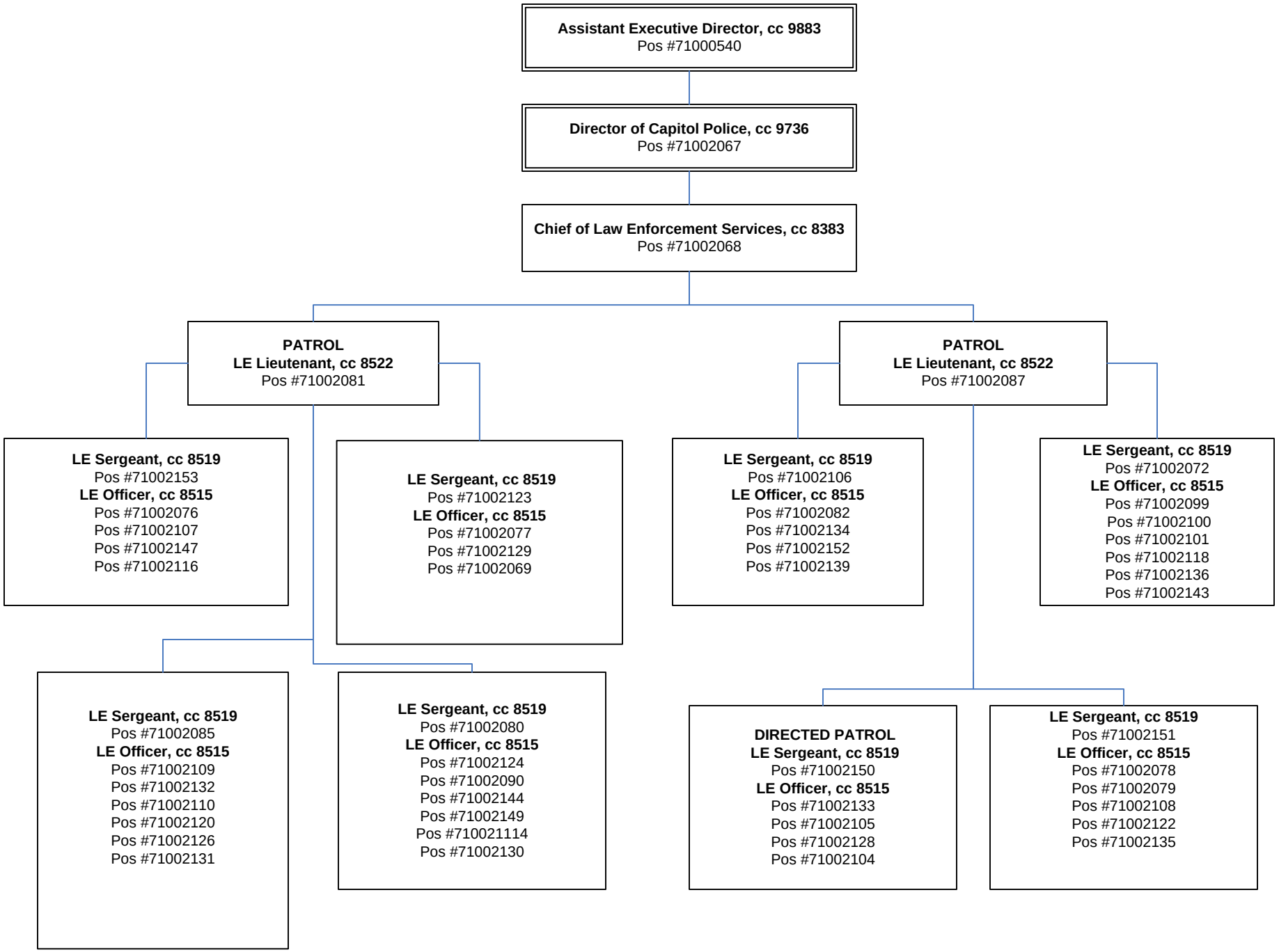
Florida Department of Law Enforcement
Capitol Police



9/15/2020

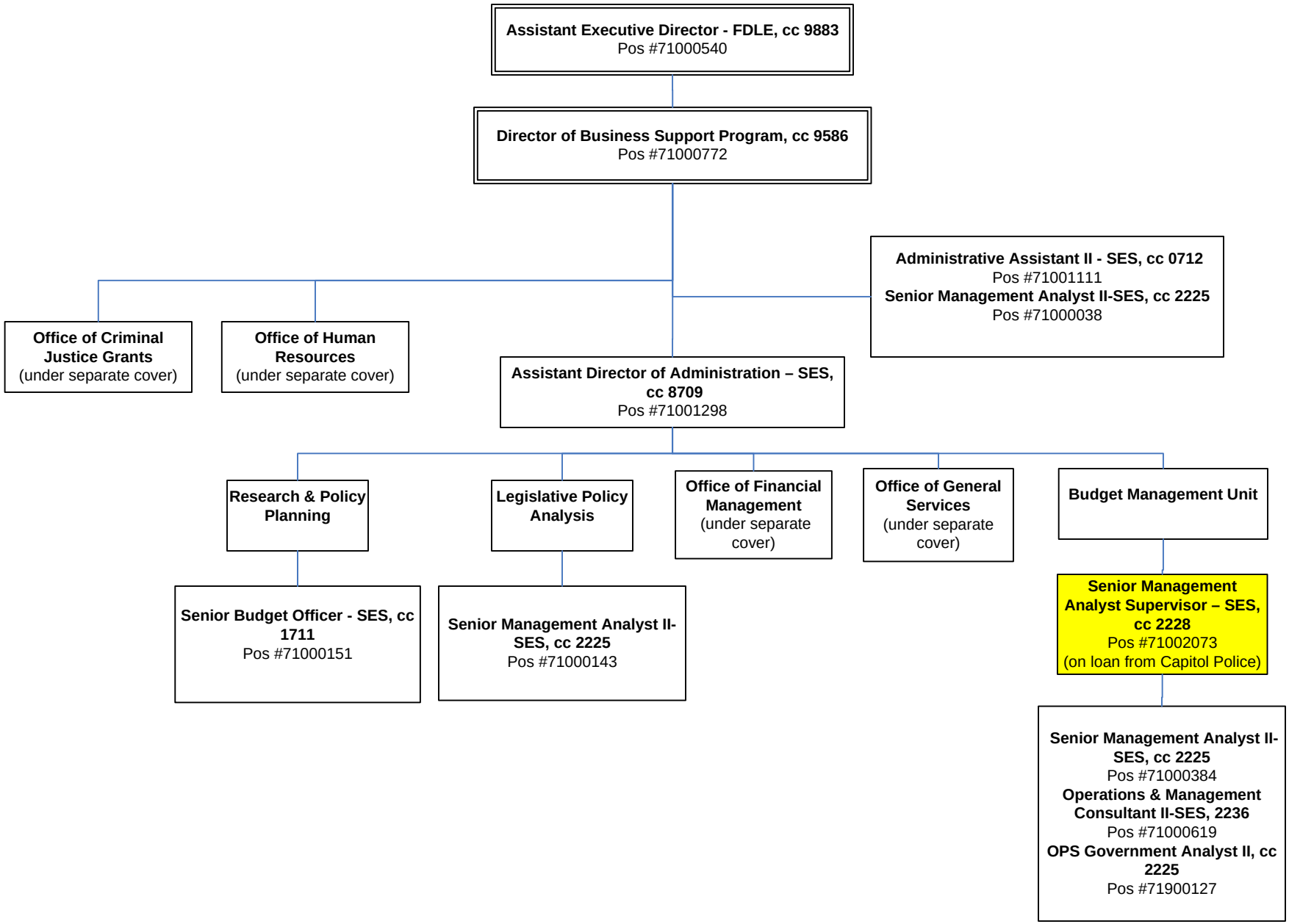
Florida Department of Law Enforcement

Capitol Police



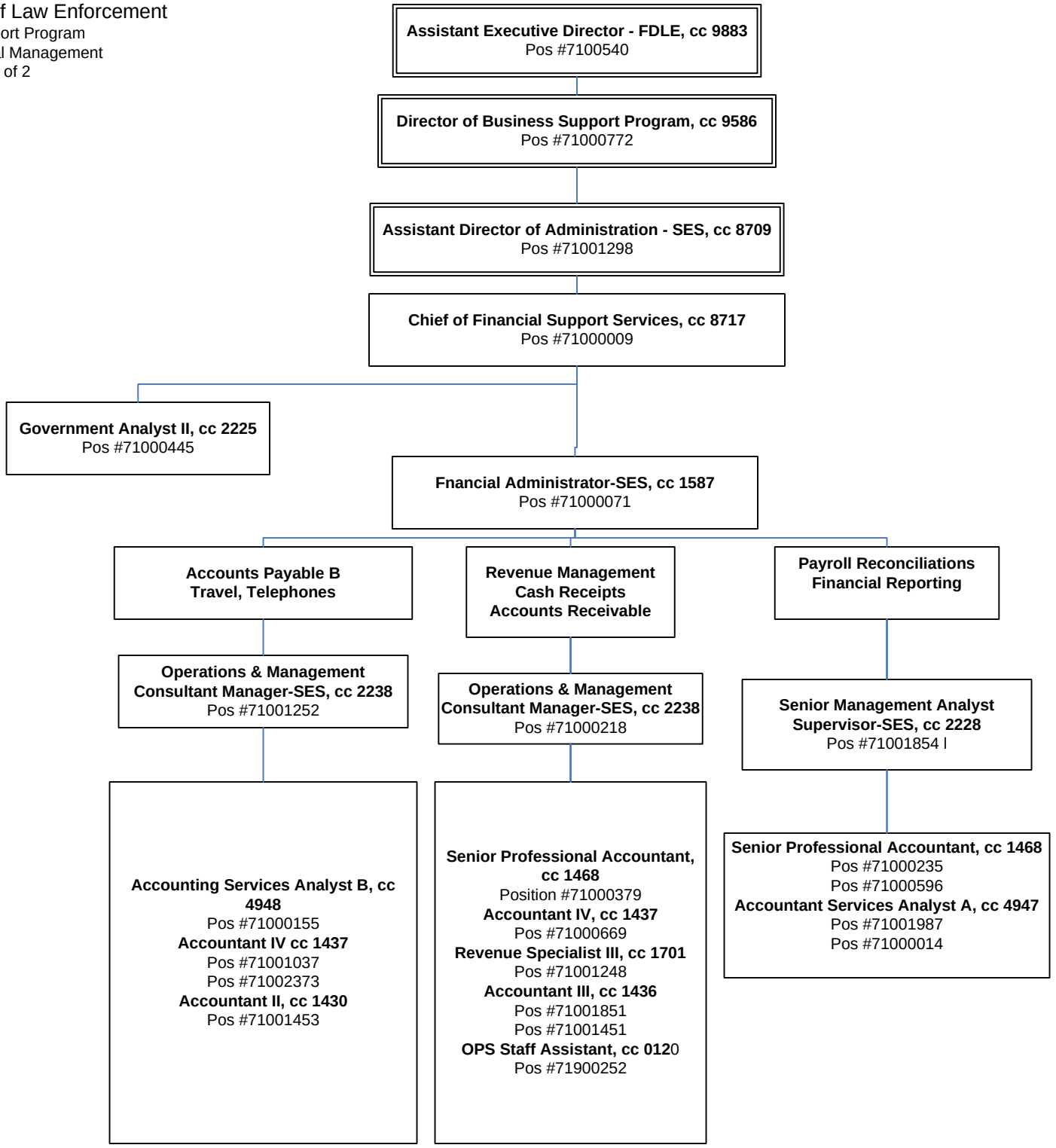
9/15/2020

Florida Department of Law Enforcement
Business Support Program
Director's Office

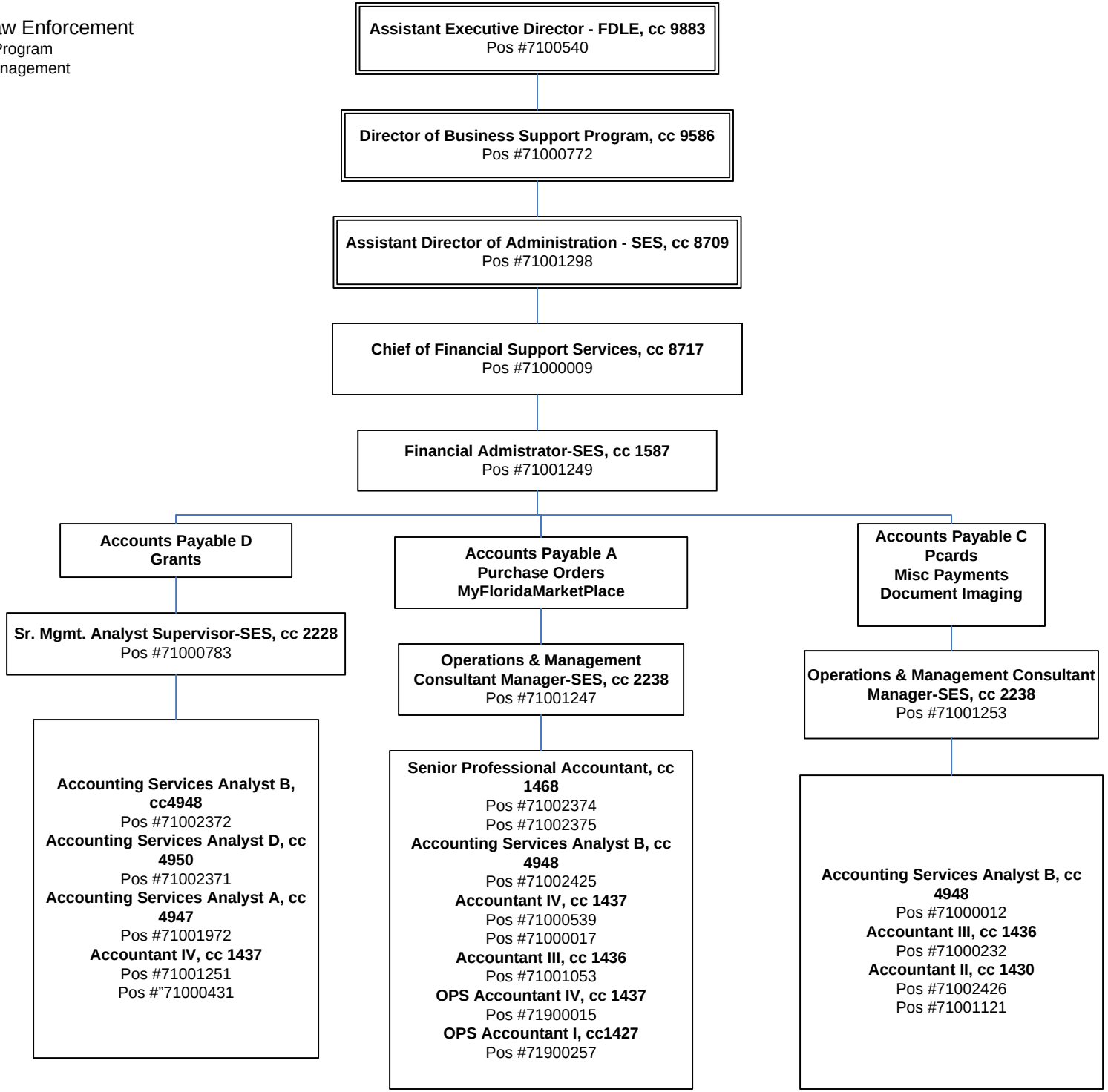


9/15/2020

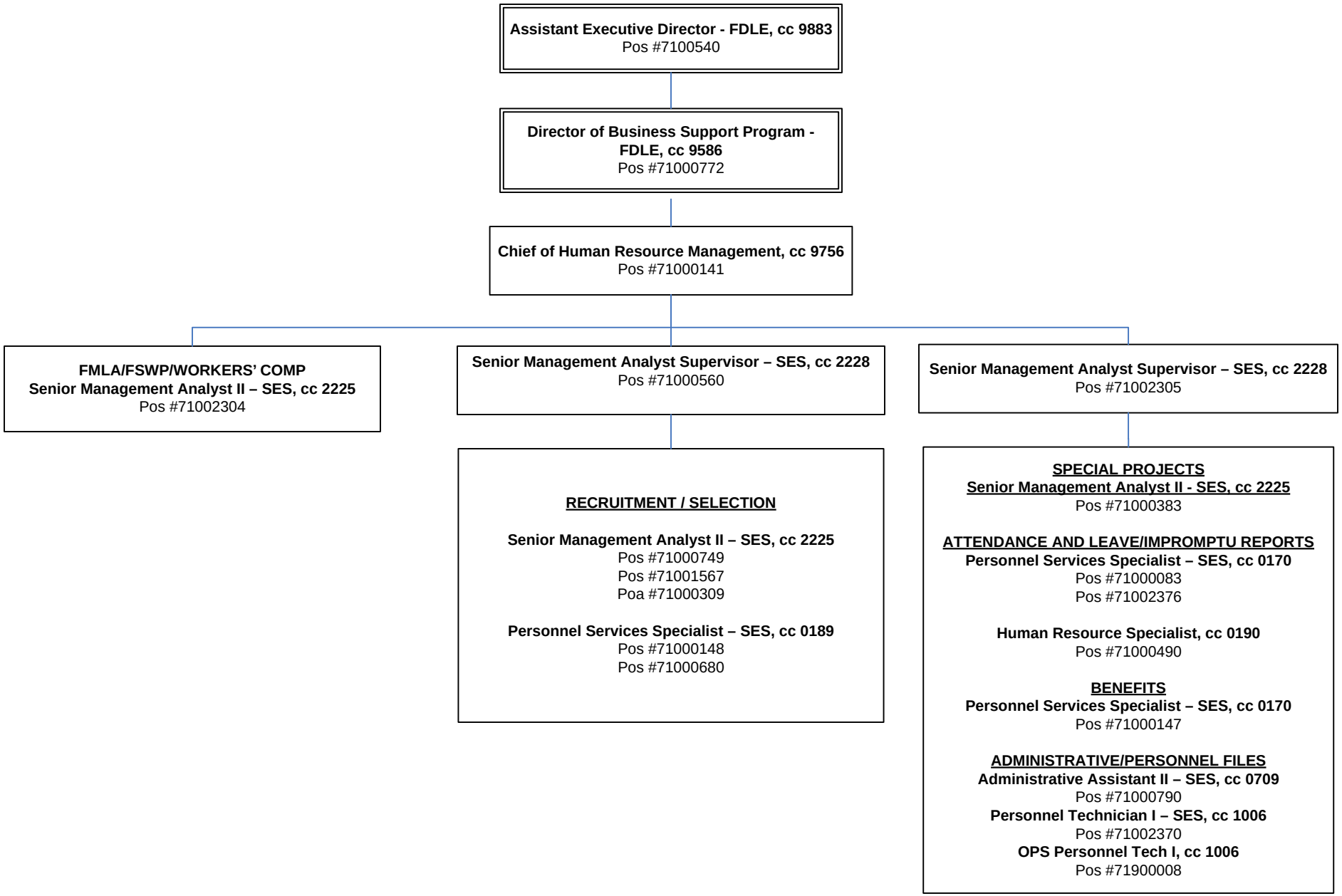
Florida Department of Law Enforcement
Business Support Program
Office of Financial Management



9/15/2020


Assistant Executive Director - FDLE, cc 9883
Pos #7100540
Director of Business Support Program, cc 9586
Pos #71000772
Assistant Director of Administration - SES, cc 8709
Pos #71001298
Chief of Financial Support Services, cc 8717
Pos #71000009
Financial Admistrator-SES, cc 1587
Pos #71001249
Accounts Payable D
Grants
Sr. Mgmt. Analyst Supervisor-SES, cc 2228
Pos #71000783
Accounting Services Analyst B, cc4948
Pos #71002372
Accounting Services Analyst D, cc 4950
Pos #71002371
Accounting Services Analyst A, cc 4947
Pos #71001972
Accountant IV, cc 1437
Pos #71001251
Pos #"71000431
Accounts Payable A
Purchase Orders
MyFloridaMarketPlace
Operations & Management Consultant Manager-SES, cc 2238
Pos #71001247
Senior Professional Accountant, cc 1468
Pos #71002374
Pos #71002375
Accounting Services Analyst B, cc 4948
Pos #71002425
Accountant IV, cc 1437
Pos #71000539
Pos #71000017
Accountant III, cc 1436
Pos #71001053
OPS Accountant IV, cc 1437
Pos #71900015
OPS Accountant I, cc1427
Pos #71900257
Accounts Payable C
Pcards
Misc Payments
Document Imaging
Operations & Management Consultant Manager-SES, cc 2238
Pos #71001253
Accounting Services Analyst B, cc 4948
Pos #71000012
Accountant III, cc 1436
Pos #71000232
Accountant II, cc 1430
Pos #71002426
Pos #71001121

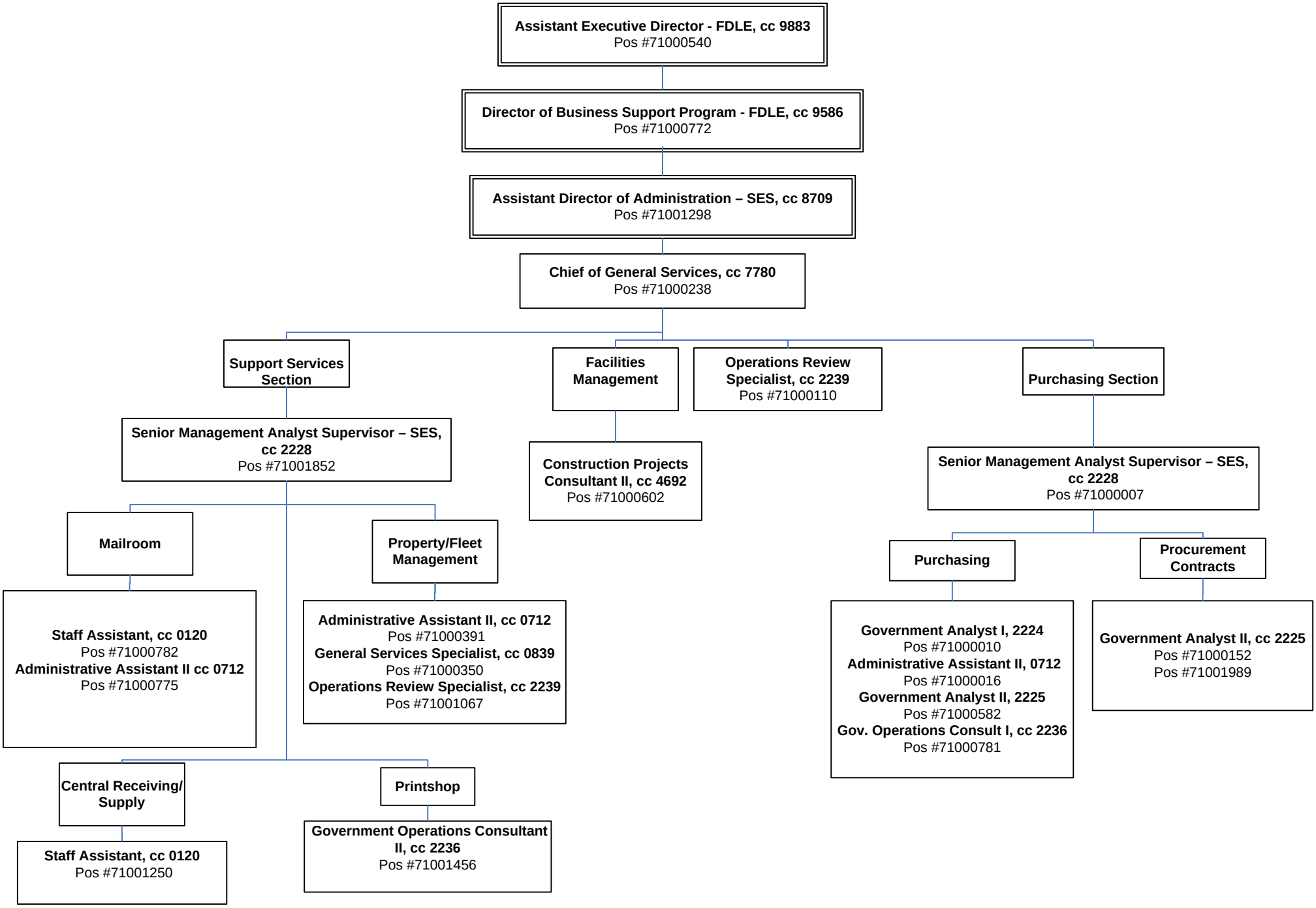
Florida Department of Law Enforcement
Business Support Program
Office of Human Resources



9/15/2020

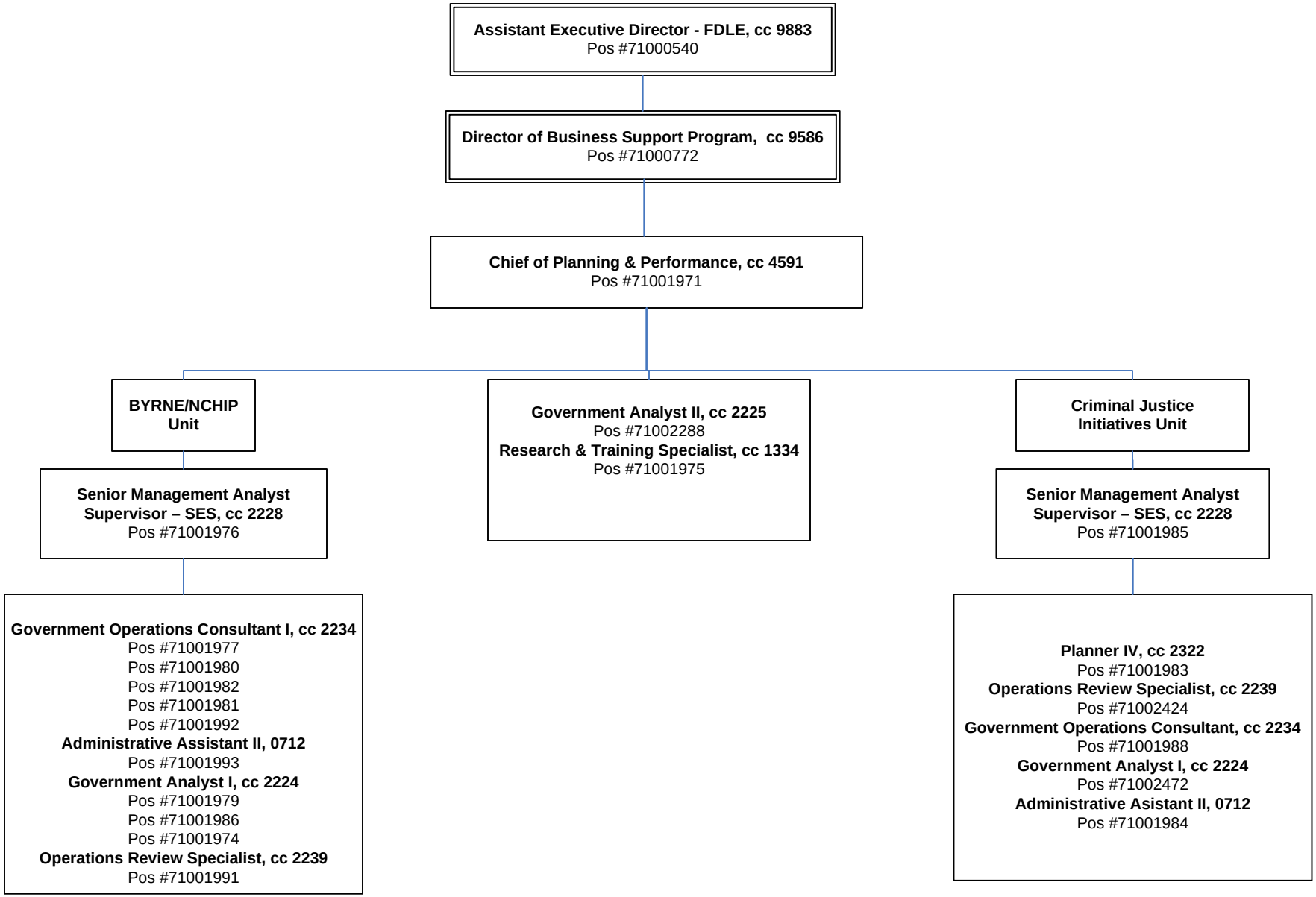
Florida Department of Law Enforcement

Business Support Program
Office of General Services



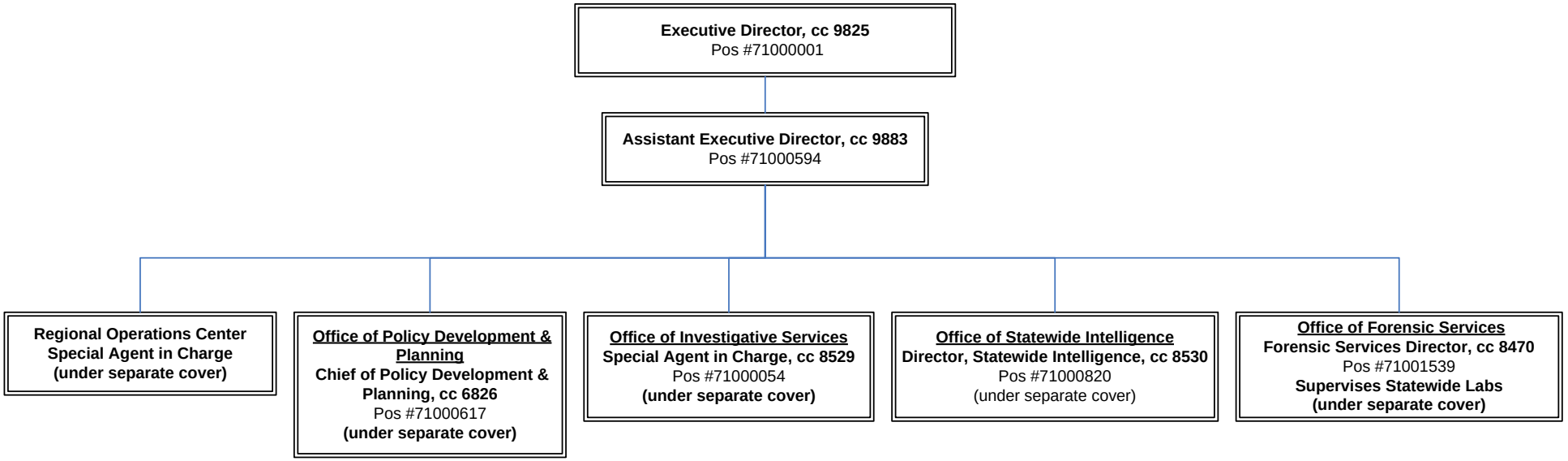
9/15/2020

Florida Department of Law Enforcement
Business Support Program
Office of Criminal Justice Grants



9/15/2020

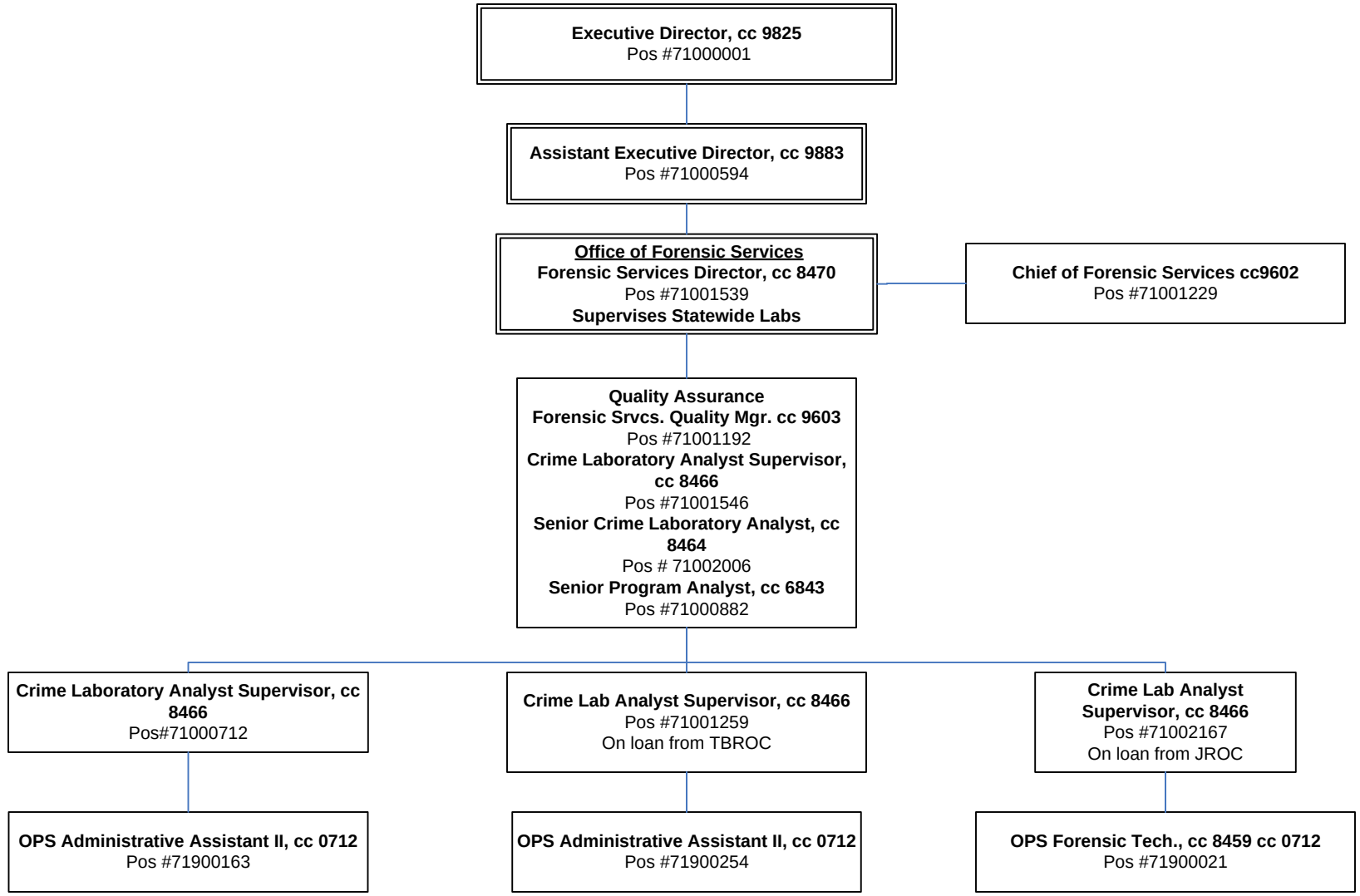
Florida Department of Law Enforcement
Investigations and Forensic Science Program



9/15/2020

Florida Department of Law Enforcement

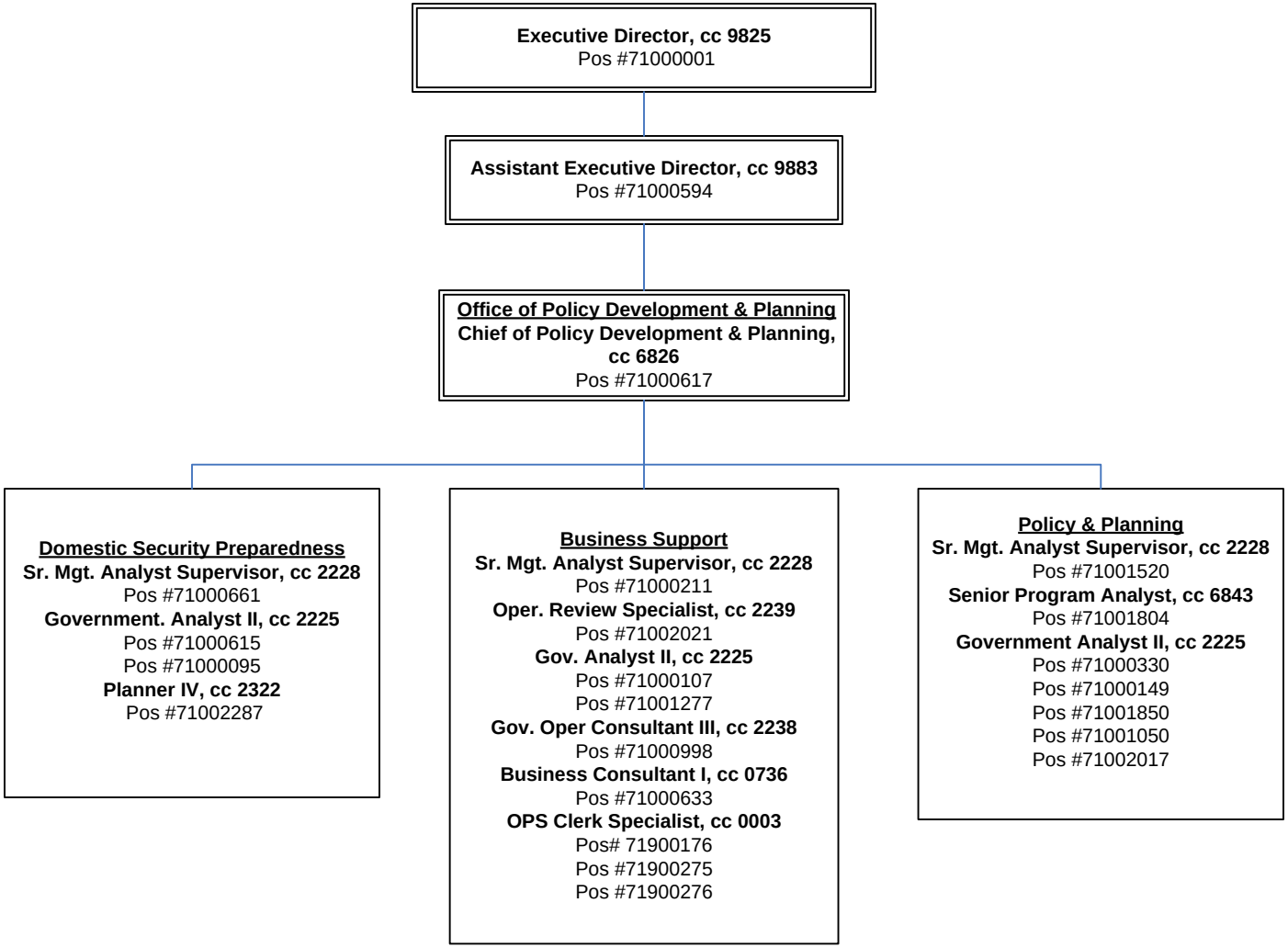
Investigations and Forensic Science Program



9/15/2020

Florida Department of Law Enforcement

Investigations and Forensic Science Program

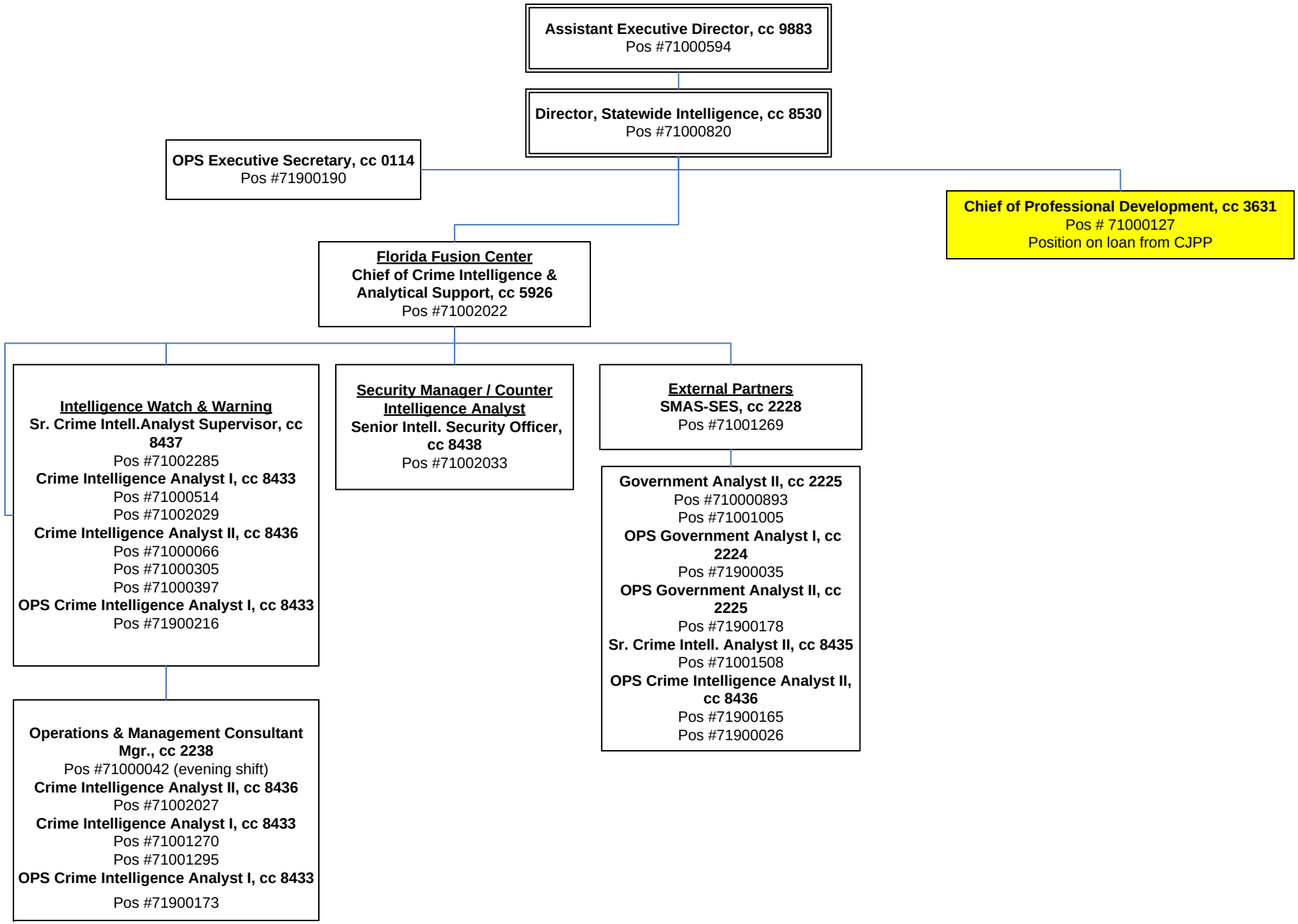


9/15/2020

Florida Department of Law Enforcement

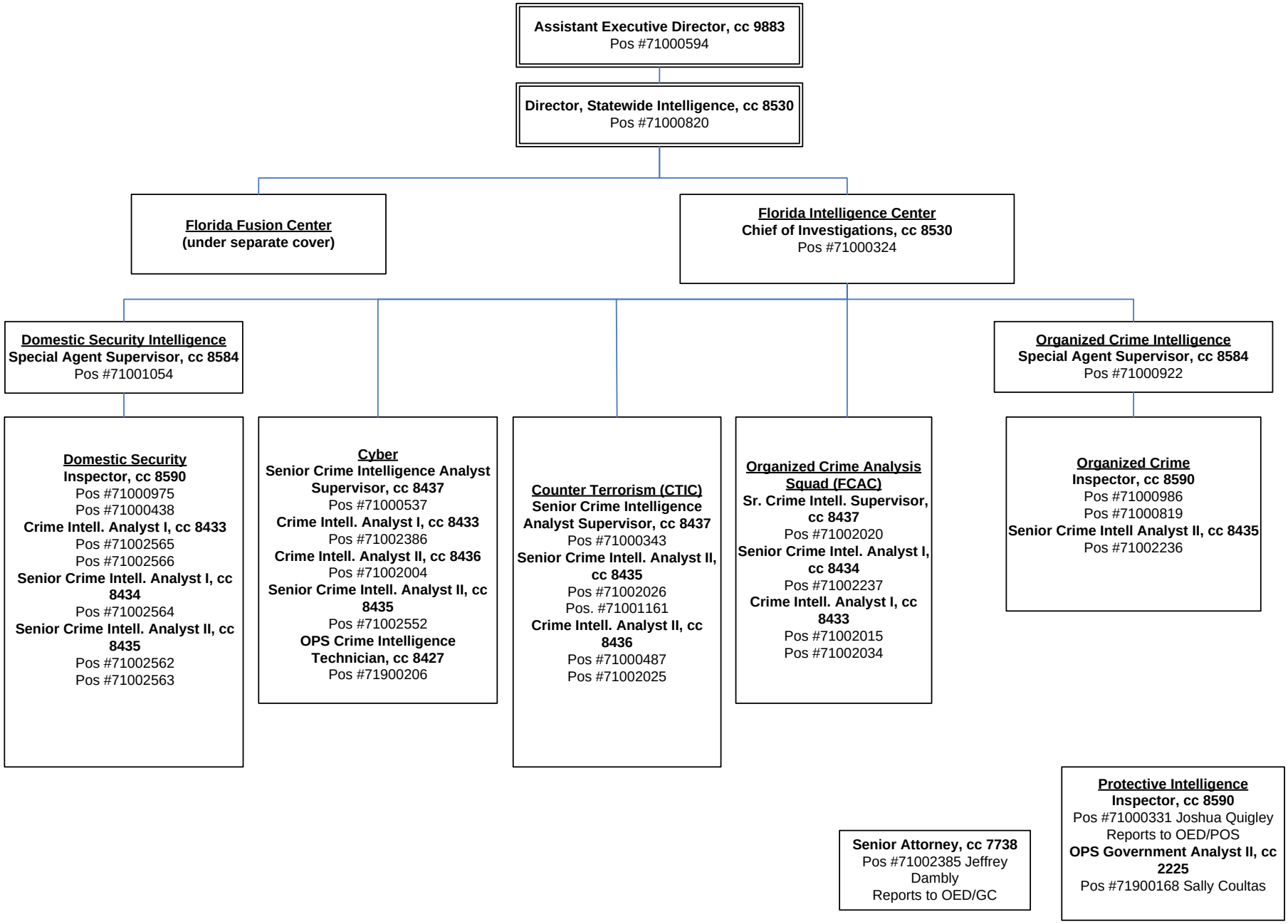
Investigations and Forensic Science Program

Office of Statewide Intelligence



9/15/2020

Florida Department of Law Enforcement
Investigations and Forensic Science Program
Office of Statewide Intelligence



9/15/2020

Florida Department of Law Enforcement

Investigations and Forensic Science Program

Field Services

Assistant Executive Director, cc 9883
Pos #71000594

Director, cc 8529
Pos #71000054

Field Services
Chief of Investigations, cc 8530
Pos #71000304

Administrative Assistant II, cc 0712
Pos #71002338

Law Enforcement Services
Special Agent Supervisor, cc 8584
Pos# 71001276

Mutual Aid
Inspector, cc 8590
Pos #71000021-

Oper. Review Specialist, cc 2239
Pos #71000770
Government Analyst I, cc 2224
Pos #71000450

Aviation Unit
Special Agent Chief Pilot, cc 8581
Pos #71001170
On loan from TBROC

Special Agent, cc 8581
Pos #71002329
Pos #71000767
Pos #71000354

OPS Special Agent, cc 8581
Pos #71900052

Multi-Engine Reciprocal Aircraft Pilot, cc 6572
Pos #71002584
Pos #710002585
Pos #71002586
Pos #71002587

Systems Administration
Sr. Mgt. Analyst Supervisor, cc 2228
Pos #71000112
Government Analyst II, cc 2225
Pos #71002028
Pos #71001075
OPS Planning Consultant, cc 2336
Pos #71900331

Cyber High Tech Crime
Training & Outreach
Special Agent Supervisor, cc 8584
Pos. #71000061
Inspector, cc 8590
Pos #71001099
Pos #71000818
On loan from OEI
Systems Programming Consultant, cc 2117
Pos #71000328
Digital Forensic Consultant, cc 8468
Pos #71002005
Pos #71002031
Telecommunications Consultant, cc 2113
Pos #71000773
Senior Information Technology Business Consultant, cc 2114
Pos #71002016
Senior Crime Intelligence Analyst II, cc 8435
Pos #71002205
Pos #71002003

(Orlando)
Senior Attorney, cc 7738
Pos #71002337
This position reports to the Office of General Counsel

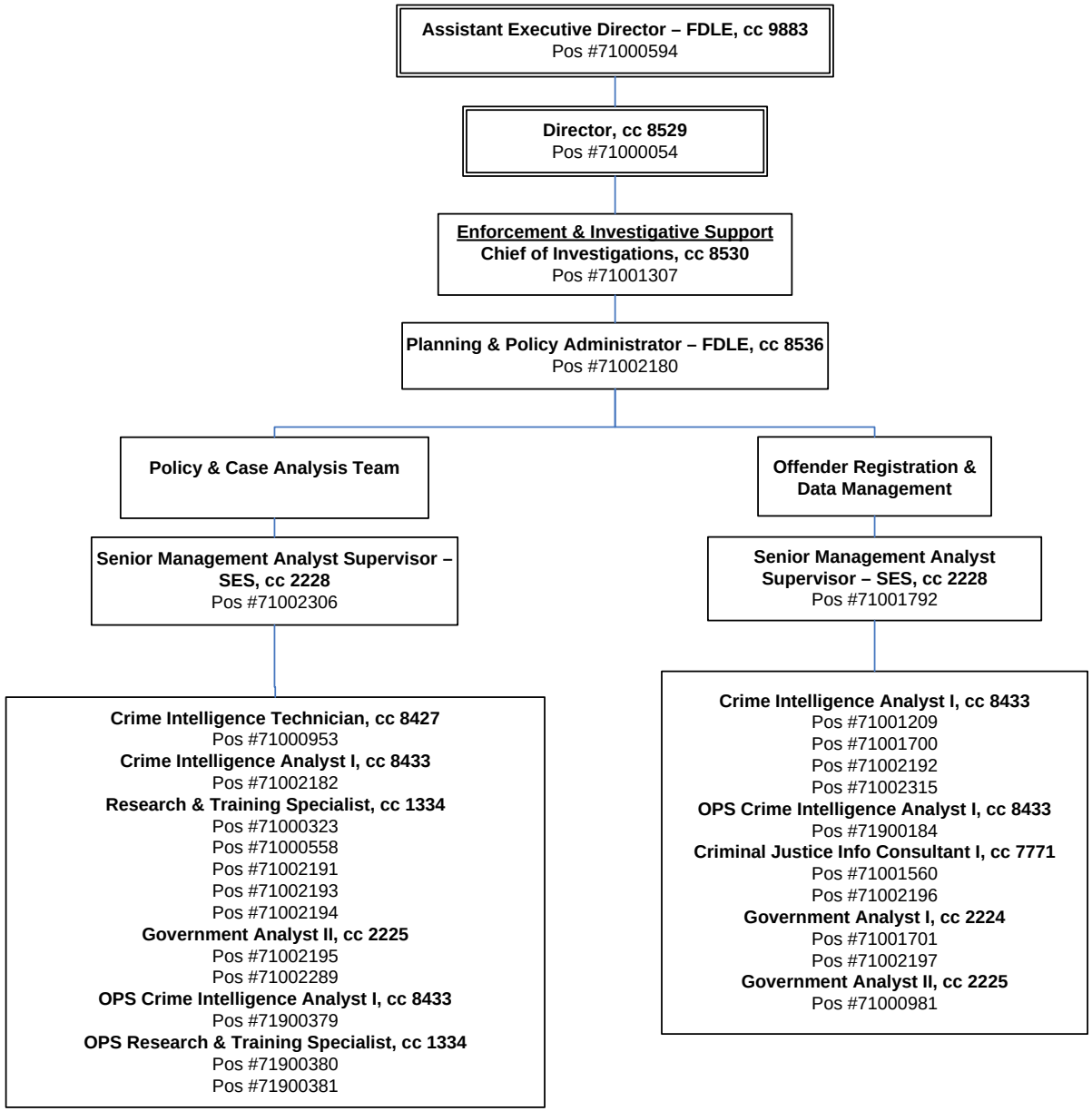
Inspector, cc 8590
Pos #71002286
Position on loan to EI from IFS

9/15/2020

Florida Department of Law Enforcement

Investigations and Forensic Sciences

Office of Enforcement & Investigative Support Page 1

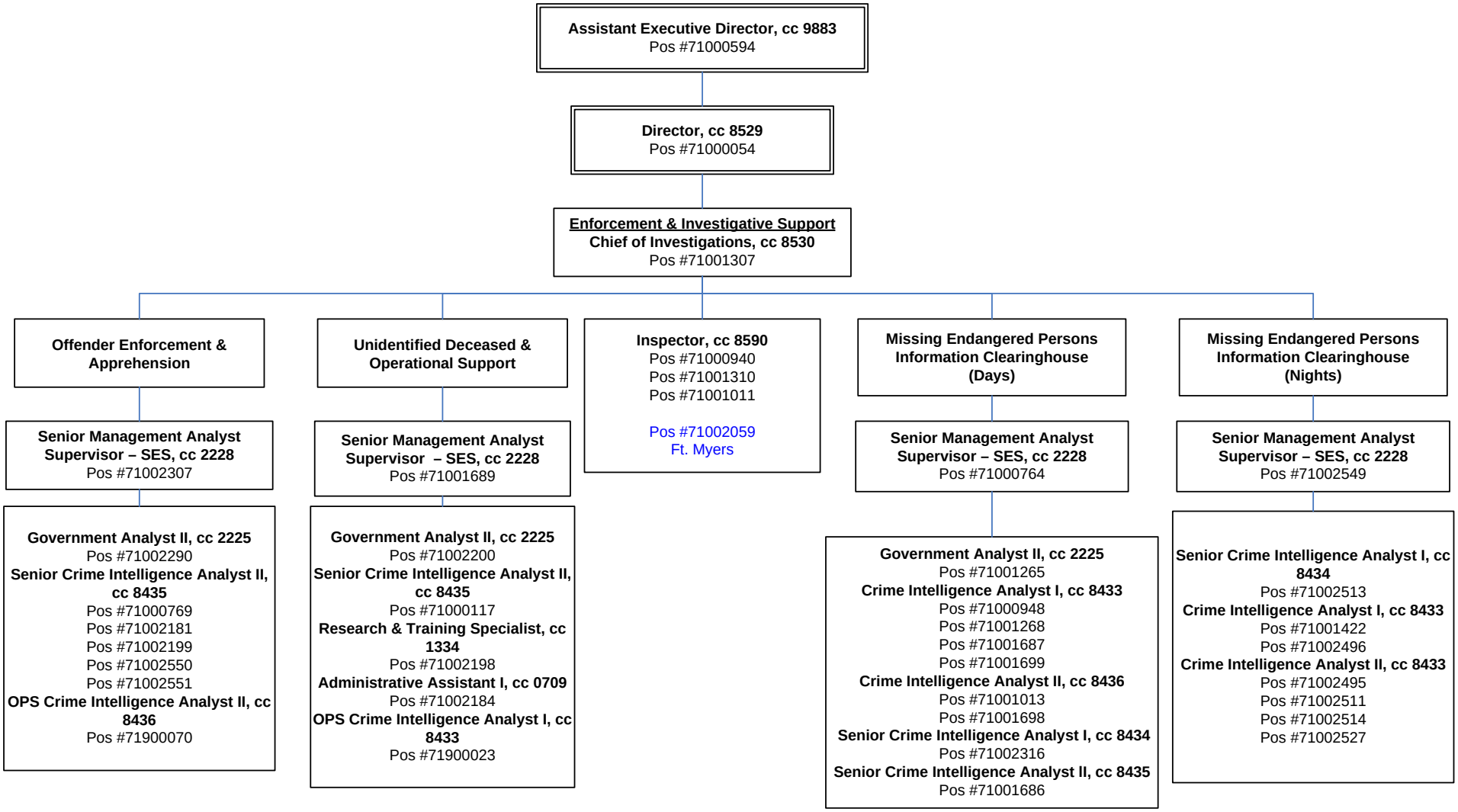


9/15/2020

Florida Department of Law Enforcement

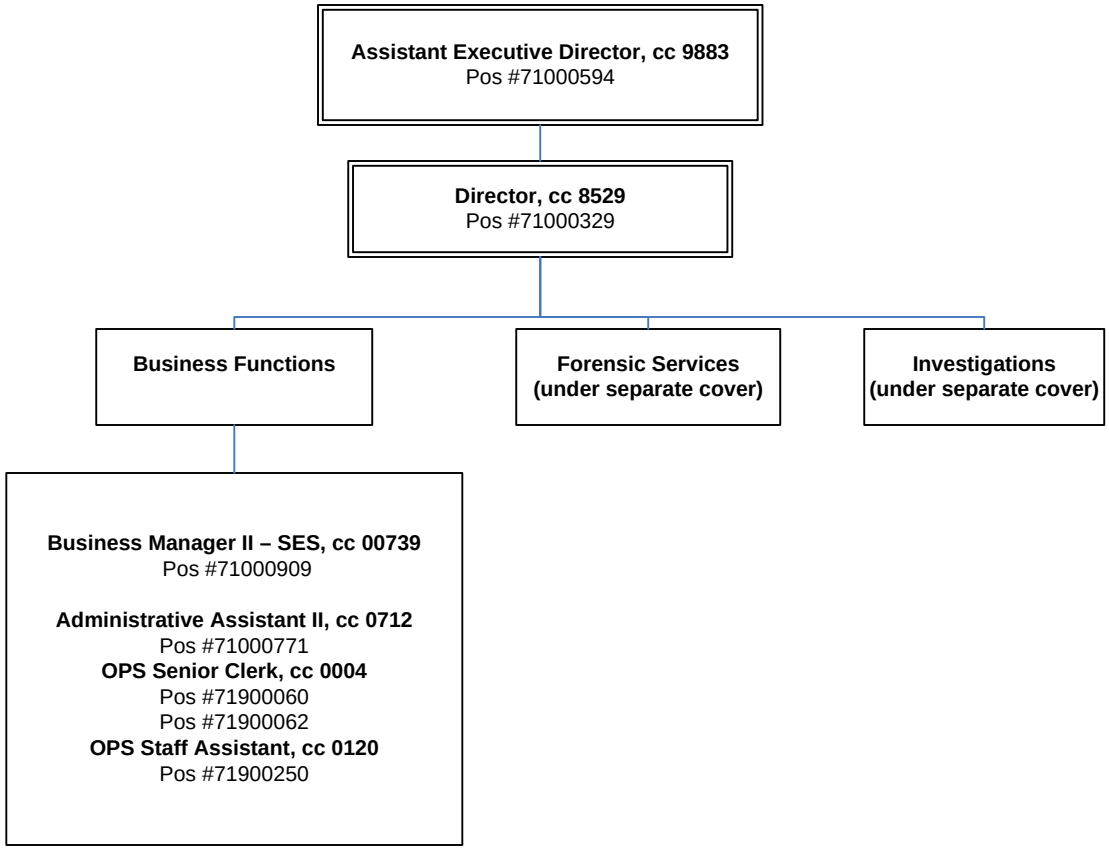
Investigations and Forensic Sciences

Office of Enforcement & Investigative Support Page 2



9/15/2020

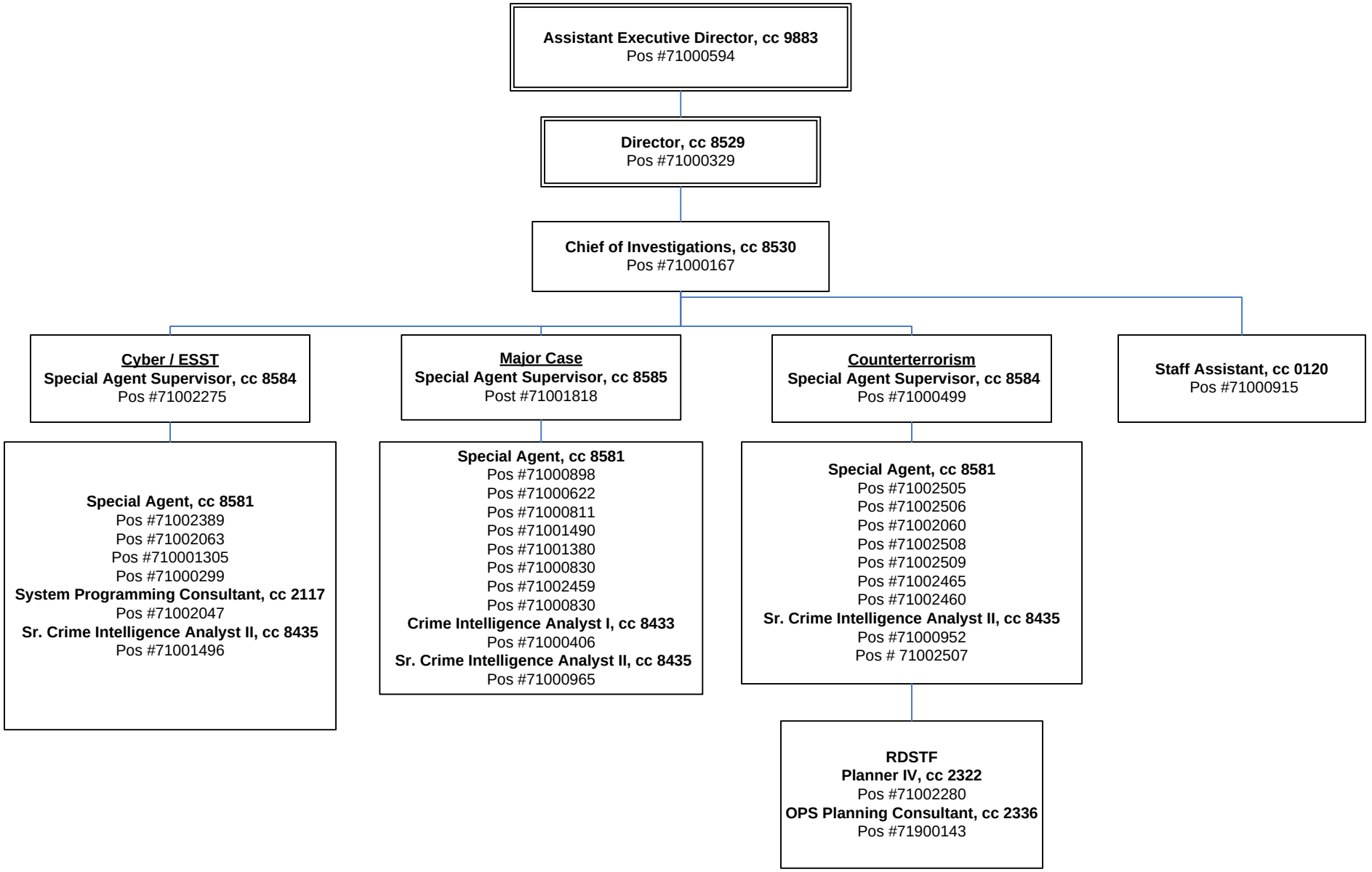
Florida Department of Law Enforcement
Investigations & Forensic Science Program
Ft. Myers Regional Operations Center



9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Ft. Myers Regional Operations Center
Investigations



9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Ft. Myers Regional Operations Center
Investigations

Assistant Executive Director, cc 9883
Pos #71000594

Director, cc 8529
Pos #71000329

Chief of Investigations, cc 8530
Pos #71000167

Administrative Assistant II, cc 0712
Pos #71000269

Sebring Field Office
Special Agent Supervisor, cc 8584
Pos #7100834

Special Agent, cc 8581
Pos #71001492
Pos #71000230
Pos #71000936
Pos #71000320
Pos #71001048
Pos #71002464
Sr. Crime Intelligence Analyst I, cc 8434
Pos #71001166

Organized Crime
Special Agent Supervisor, cc 8584
Pos #71001097

Special Agent, cc 8581
Pos #71000836
Pos #71000262
Pos #71001676
Pos #71002461
Pos #71001057

Sr. Crime Intelligence Analyst I, cc 8434
Pos #71000535

Sarasota Field Office
Special Agent Supervisor, cc 8584
Pos #71000224

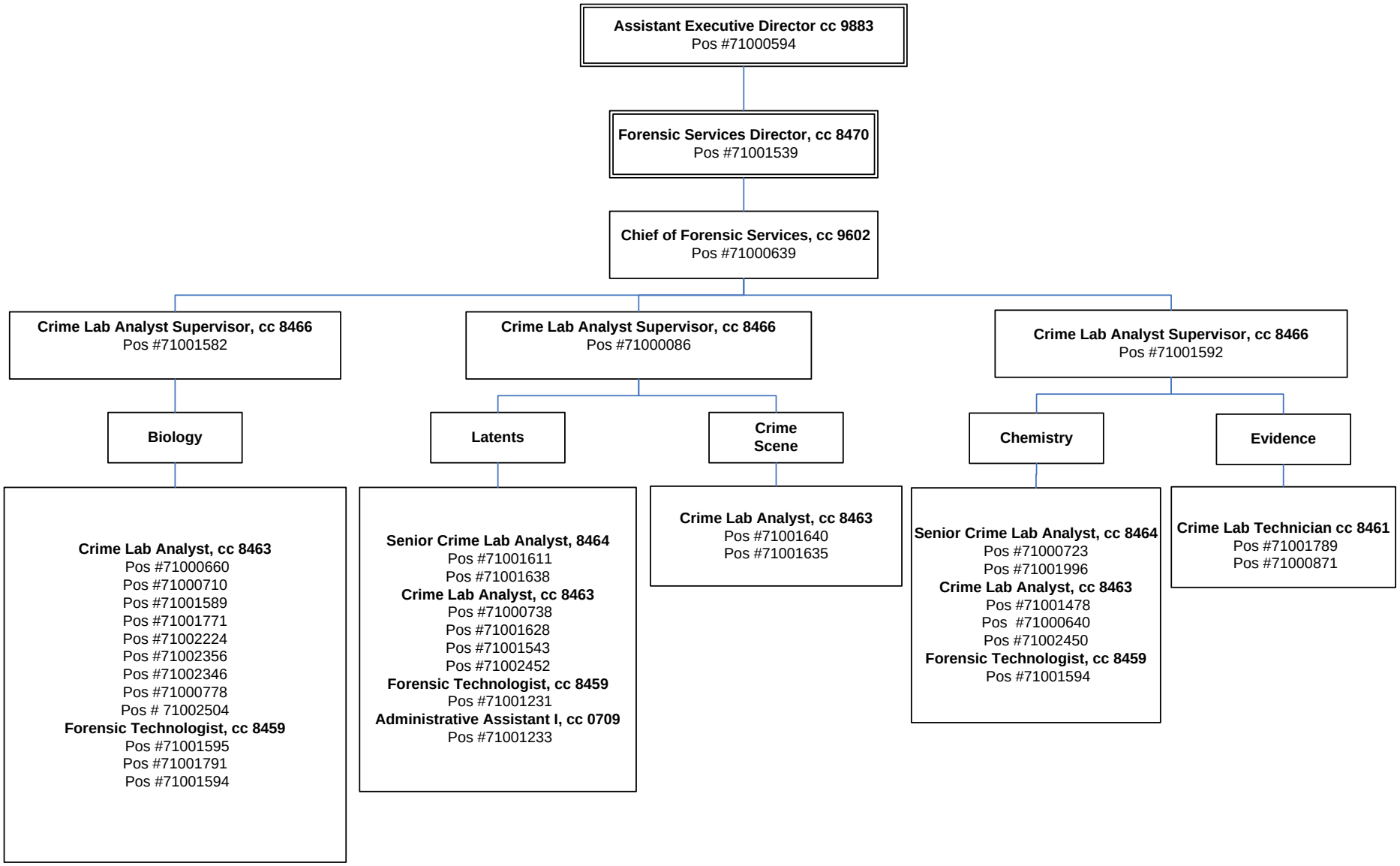
Special Agent, cc 8581
Pos #71001275
Pos #71000807
Pos #71001308
Pos #71000765
Pos #71000983

Inspector, cc 9384
Pos # 71002059
Systems Programmer III, cc 2115
Pos #71001693
Distributed Computer Systems Specialist, cc 2050
Pos #71000891
Funded/reports to ITS-Supports FMROC
Government Analyst II, cc 2225
Pos #71000605
Pos #71001140
Pos #71000797
Funded/reports to CJP-supports FMROC

Government Analyst II, cc 2225
Pos #71000632
On loan to CJIS from CJP
(Information Delivery Team (IDT) – CJIS)

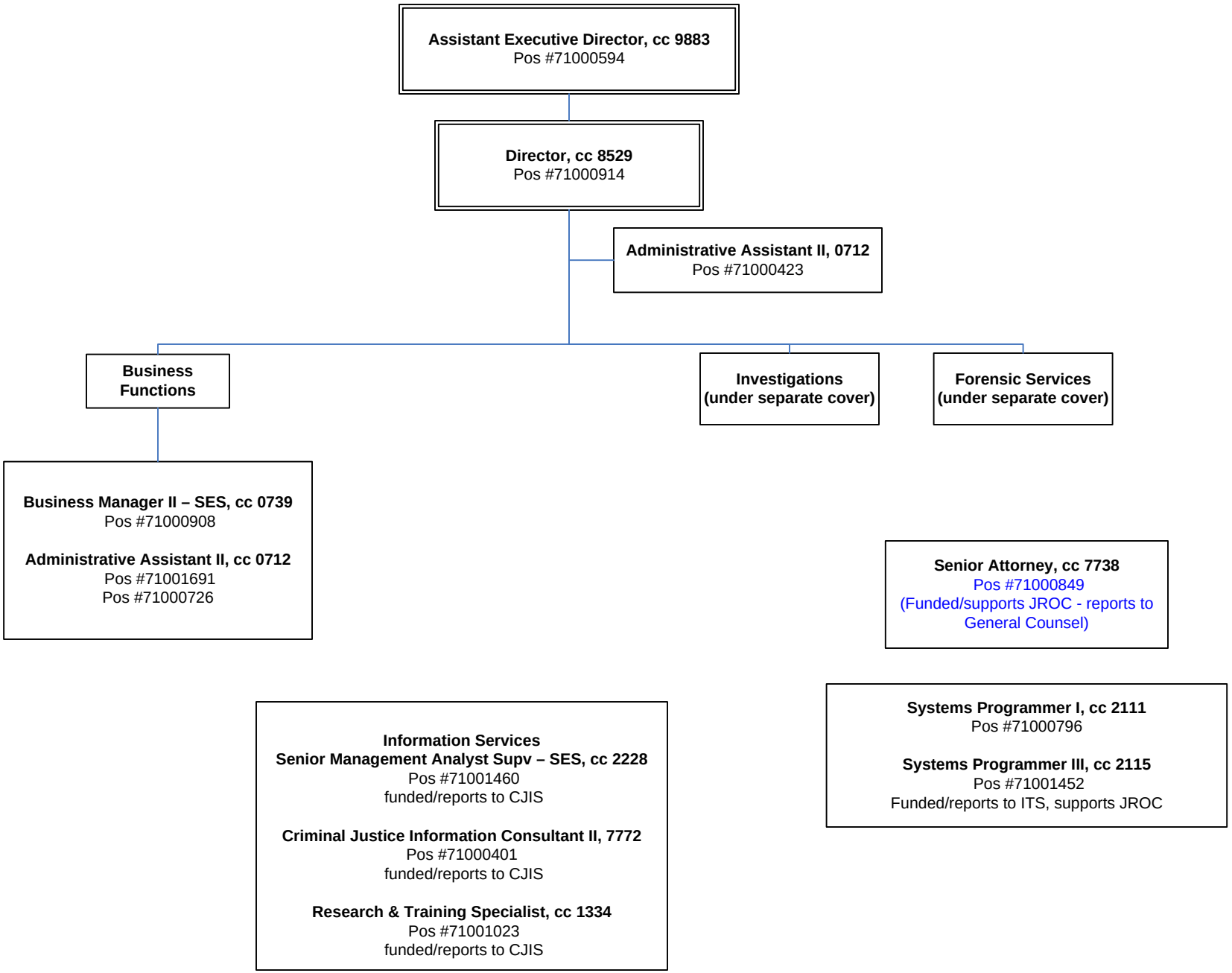
9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Ft. Myers Regional Operations Center
Forensic Services



9/15/2020

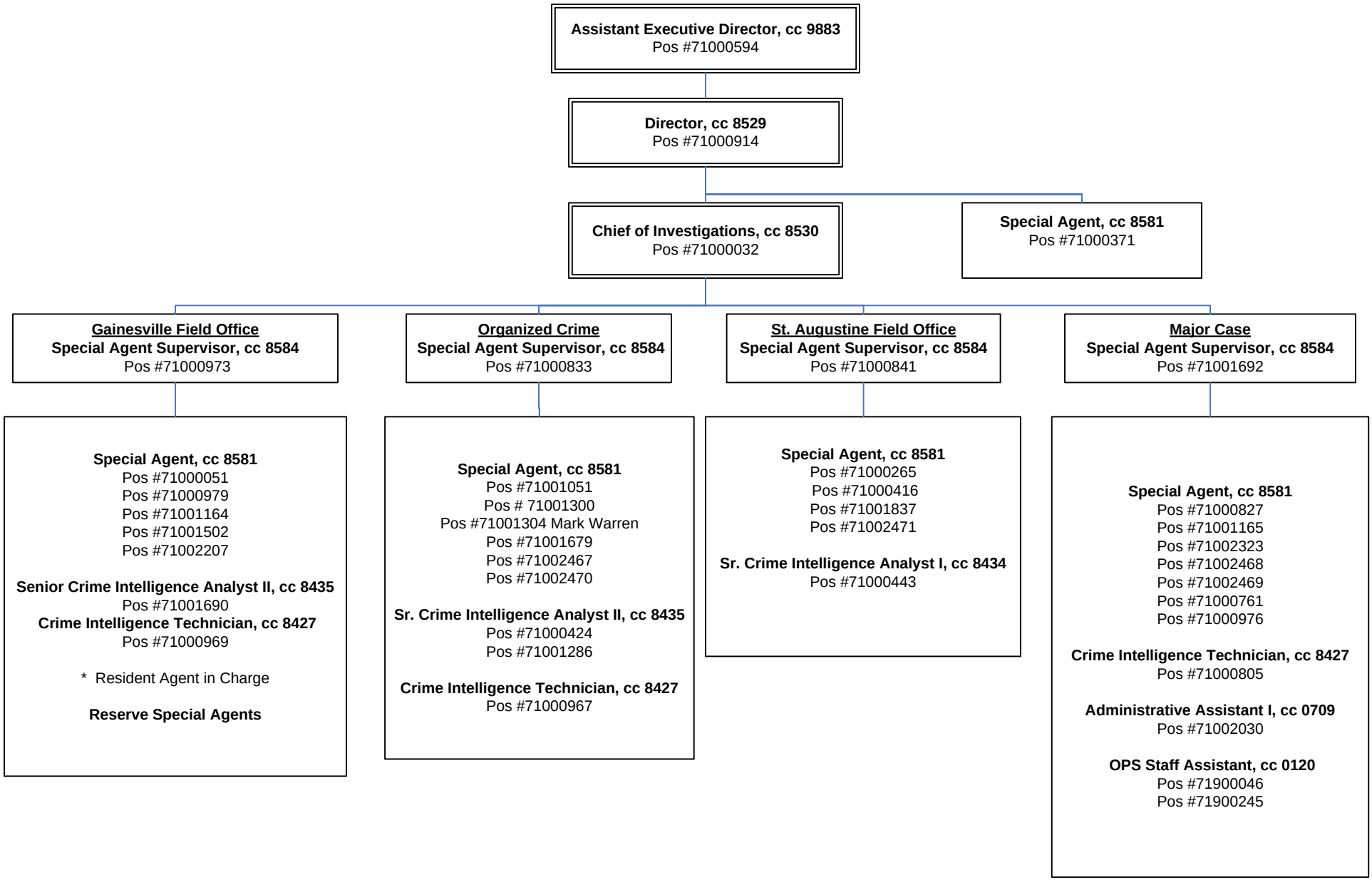
Florida Department of Law Enforcement
Investigations & Forensic Science Program
Jacksonville Regional Operations Center



9/15/2020

Florida Department of law Enforcement

Investigations & Forensic Science Program
Jacksonville Regional Operations Center
Investigations



9/15/2020

Florida Department of law Enforcement

Investigations & Forensic Science Program
Jacksonville Regional Operations Center
Investigations

Assistant Executive Director, cc 9883
Pos #71000594

Director, cc 8529
Pos #71000914

Chief of Investigations, cc 8530
Pos #71000032

Cyber / ESST
Special Agent Supervisor, cc 8584
Pos #71001528

Special Agent, cc 8581
Pos #71000025
Pos #71000222
Pos #71000264
Pos #71000508
Pos #71002388
Pos #71000435

Senior Crime Intelligence Analyst II, cc 8435
Pos #71001167

Sr. Crime Intelligence Analyst I, cc 8434
Pos #71001657

Digital Forensic Consultant, cc 8468
Pos #71000992

Data Processing Manager-SES, cc 2133
Pos #71000888
(on loan to ITS)

RDSTF
Special Agent Supervisor, cc 8584
Pos #71002331

Special Agent, cc 8581
Pos #71002044
Pos #71002045
Pos #71000020

Sr. Crime Intelligence Analyst II, cc 8435
Pos #71002048
Pos #71001521

Sr. Crime Intelligence Analyst I, cc8434
Pos #71001205

Research & Training Spec., cc 1334
Pos #71002046

Planner IV, cc 2322
Pos #71002282

OPS Planning Consultant, cc 2336
Pos. #71900269

Counterterrorism
Special Agent Supervisor, cc 8584
Pos #71002043 Michael O'Neal

Special Agent, cc 8581
Pos #71002490
Pos #71002491
Pos # 71002492
Pos # 71002493
Pos #71002526
Pos #71000362

Special Agent Trainee, cc 8580
Pos #71000261

Sr. Crime Intelligence Analyst II, cc 8435
Pos # 71002494

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Jacksonville Regional Operations Center
Forensic Services

Assistant Executive Director, cc 9883
Pos #71000594

Forensic Services Director, cc 8470
Pos #71001539

Chief of Forensic Services, cc 9602
Pos #71000100

Chemistry/Evidence

Crime Lab Analyst Supervisor, cc 8466
Pos #71000863

Staff Assistant, cc 0120
Pos #71000733

Chemistry
Senior Crime Lab Analyst, cc 8464
Pos #71001223
Pos #71001606

Crime Lab Analyst, cc 8463
Pos #71000650
Pos # 71000651
Pos #71000681
Pos #71002447

Forensic Technologist, cc 8459
Pos #71001775

Evidence Management
Crime Lab Technician, cc 8461
Pos #71000658
Pos #71000744
Pos #71001076
Pos #71001774

Latents/AFIS/ Photography

Crime Lab Analyst Supervisor, cc 8466
Pos #71000684

Latents
Senior Crime Lab Analyst, cc 8464
Pos #71000854
Pos #71001328

Crime Lab Analyst, cc 8463
Pos #71000096
Pos #71000869
Pos #71000874
Pos #71001225
Pos #71001625
Pos #71002220
Pos #71002445
Pos #71002446

Photography
Forensic Technologist, cc 8459
Pos #71001787

Crime Scene/ Firearms

Crime Lab Analyst Supervisor, cc 8466
Pos #71001333

Crime Scene
Senior Crime Lab Analyst, cc 8464
Pos #71000705
Pos #71001631

Firearms
Senior Crime Lab Analyst, cc 8464
Pos #71001630
Pos #71002219

Crime Lab Analyst, cc 8463
Pos #71000649
Pos #71001607
Pos #71001258
Pos #71002354

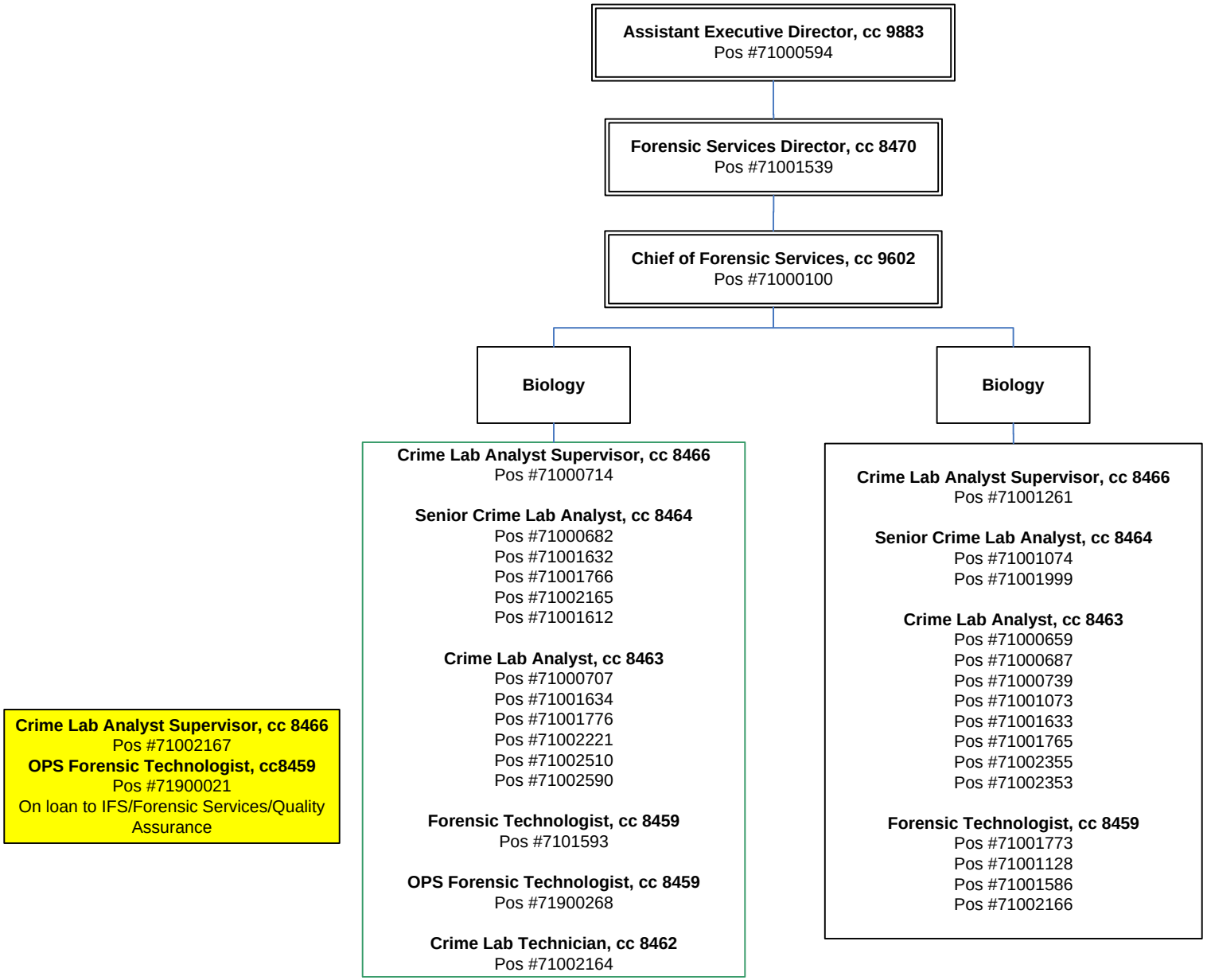
Forensic Technologist, cc 8459
Pos #71000745

Crime Lab Analyst, cc 8463
Pos #71000177
On loan to Pensacola for Training
Pos #71000092
On loan to Tallahassee for Training

9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Jacksonville Regional Operations Center
Forensic Services



9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Miami Regional Operations Center
Investigations

Assistant Executive Director, cc 9883
Pos #71000594

Director – FDLE, cc 8529
Pos #71000024

Administrative Assistant II, 0712
Pos #71001314

Information Services IT & Training

Research & Training Specialist, cc 1334
Pos # 71001408
Administrative Assistant I, cc 0709
Pos # 71000239
OPS Staff Assistant, cc 0120
Pos #71900336

Chief of Investigations – FDLE, cc 8530
Pos #71001006

Chief of Investigations, cc 8530
Pos #71000962

Business Manager II – SES, cc 0739
Pos #71000241

Business Office

Administrative Assistant II, cc 0712
Pos # 71000159
Crime Intelligence Technician, cc 8427
Pos #71000433
OPS Staff Assistant, cc 0120
Pos #71900031
Pos #71900034

Senior Attorney, cc 7738
Pos #71000955
Funded/supports MROC – reports to the Office of General Counsel

Sr. Management Analyst Supervisor – SES, cc 2228
Pos #71000317
Research & Training Specialist, cc 1334
Pos #71002064
(Funded from IFS Program Director's Office – reports to CJIS – members physically located in MROC)
Criminal Justice Info Consultant II, cc 7772
Pos #71000632
(Member physically located in FMROC)

OPS Senior Attorney, cc 7738
Pos #71900055
(Funded from IFS Program Director's Office - reports to the Office of General Counsel – member physically located in MROC)

9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Miami Regional Operations Center
Investigations

Assistant Executive Director, cc 9883
Pos #71000594

Director – FDLE, cc 8529
Pos #71000024

Chief of Investigations – FDLE, cc 8530
Pos #71001006

RDSTF
Special Agent Supervisor, cc 8584
Pos #71000035

Special Agent, cc 8581
Pos #71001182
Pos #71002539
Planner IV, cc 2322
Pos #71002281
Crime Intelligence Analyst I, cc8433
Pos #71002066

Analyst Support
Senior Crime Intelligence Analyst Supervisor-SES, cc 8437
Pos #71000844

Senior Crime Intelligence Analyst II, cc 8435
Pos #71002243
Senior Crime Intelligence Analyst I, cc 8434
Pos #71000135
Crime Intelligence Analyst II, cc 8436
Pos #71001820
Pos #71000449
Crime Intelligence Analyst I, cc 8433
Pos #71001809

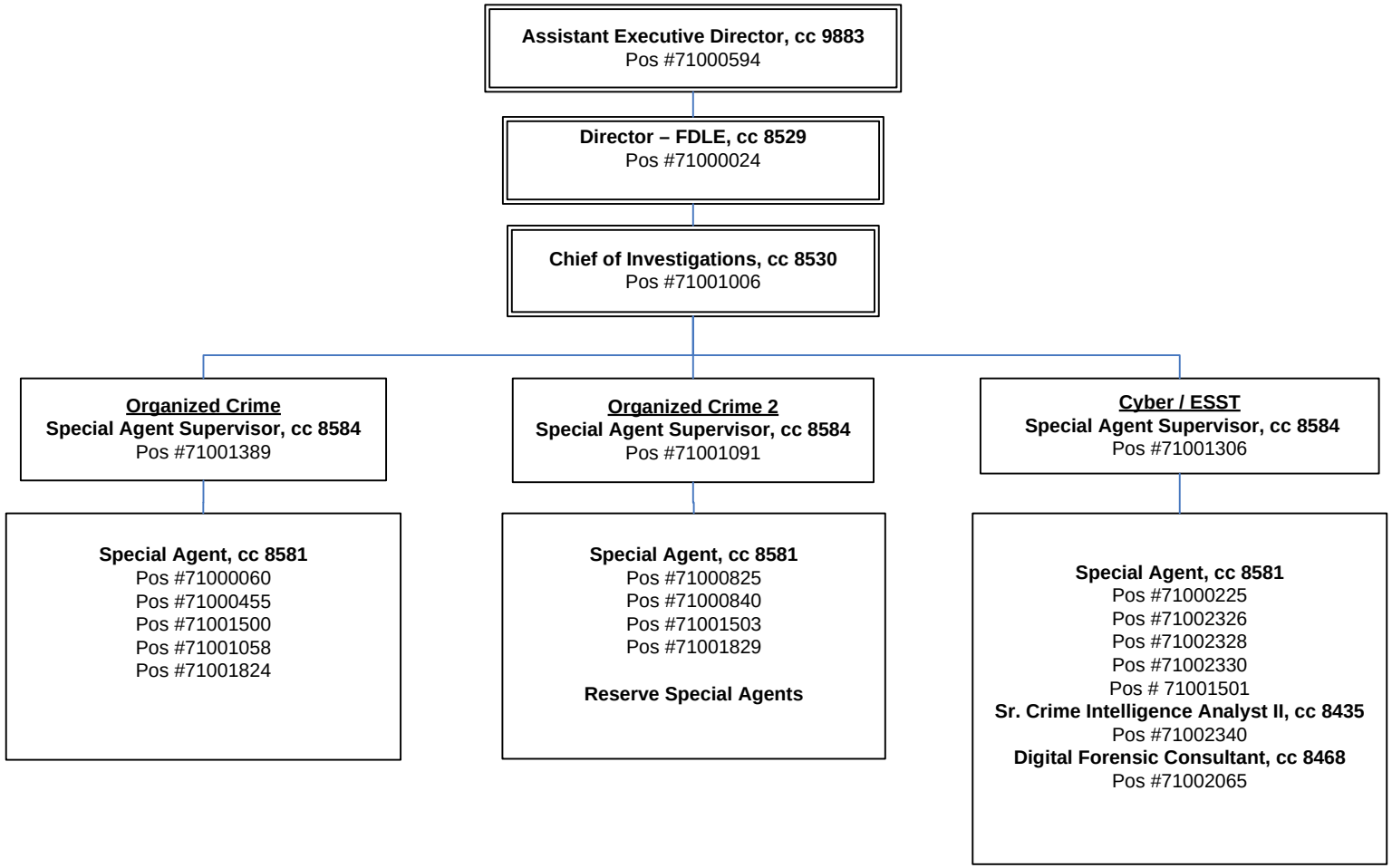
Counterterrorism
Special Agent Supervisor, cc 8584
Pos #71002540

Senior Crime Intelligence Analyst II, cc 8435
Pos #71002544
Senior Crime Intelligence Analyst I, cc 8434
Pos #71000138
Special Agent, cc 8581
Pos #71000398
Pos #71000939
Pos #71001826
Pos #71001393
Pos #71002335
Pos #71002543
Pos #71002537
Pos #71002538
Pos #71002541
Pos #71002542
Pos #71002536
Pos #71002548

Inspector, cc 8590
Pos #71001310 (Miami)
Funded/reports to EIS – supports Miami

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Miami Regional Operations Center
Investigations

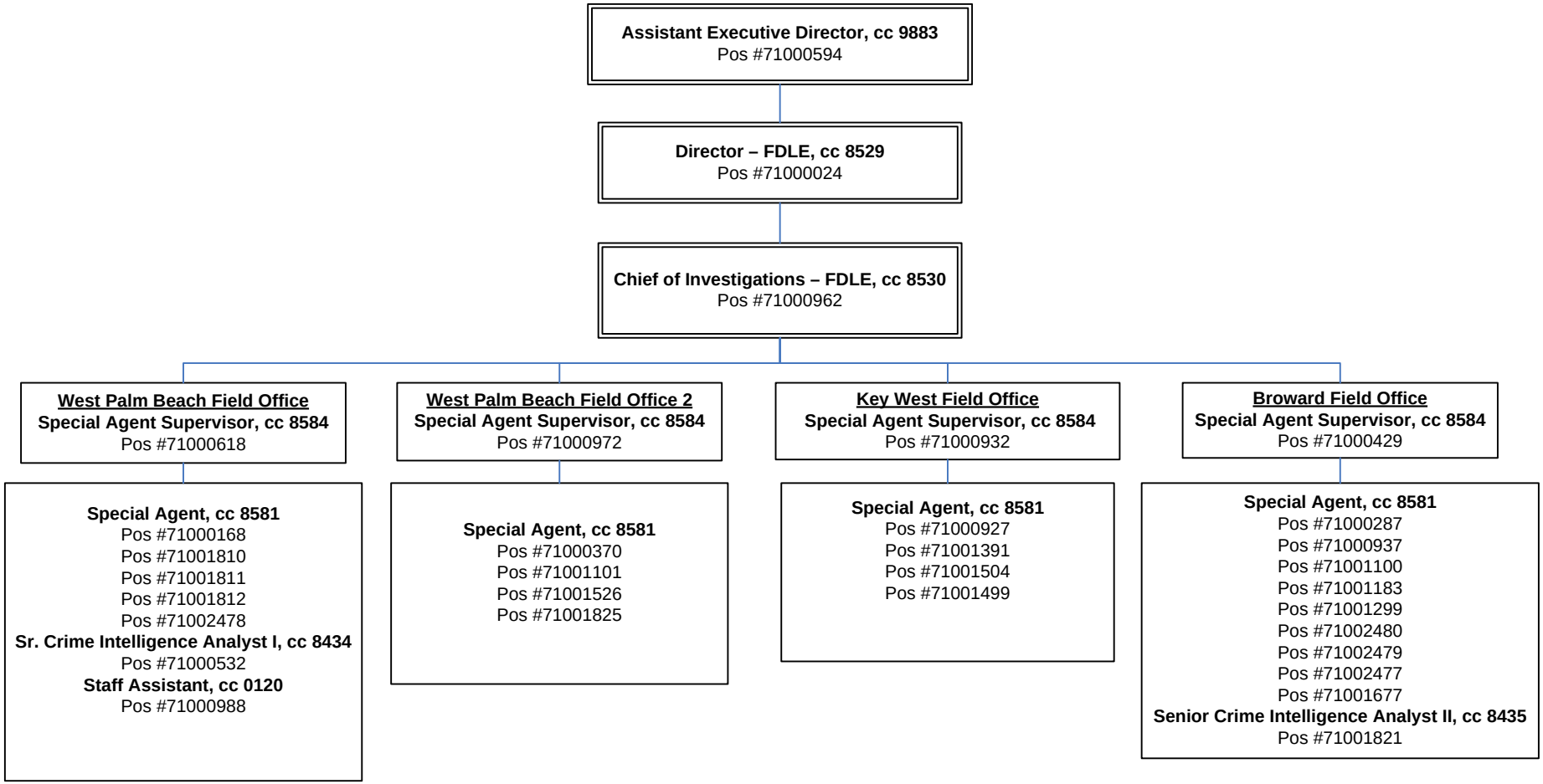


Government Analyst II, cc 2225
Pos #71000768
Funded/Reports to CJP – supports MROC

9/15/2020

Florida Department of Law Enforcement

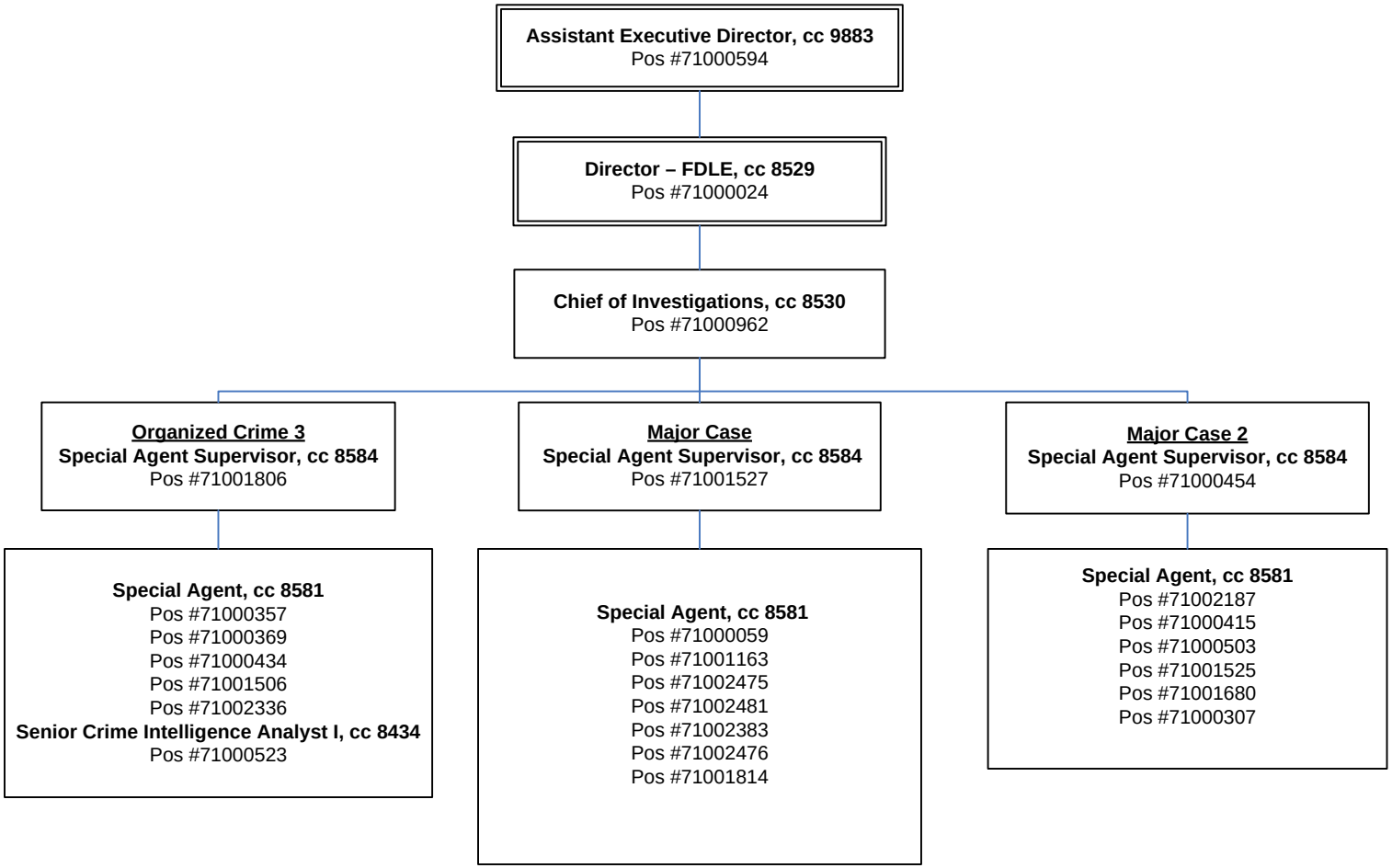
Investigations & Forensic Science Program
Miami Regional Operations Center
Investigations



9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Miami Regional Operations Center
Investigations

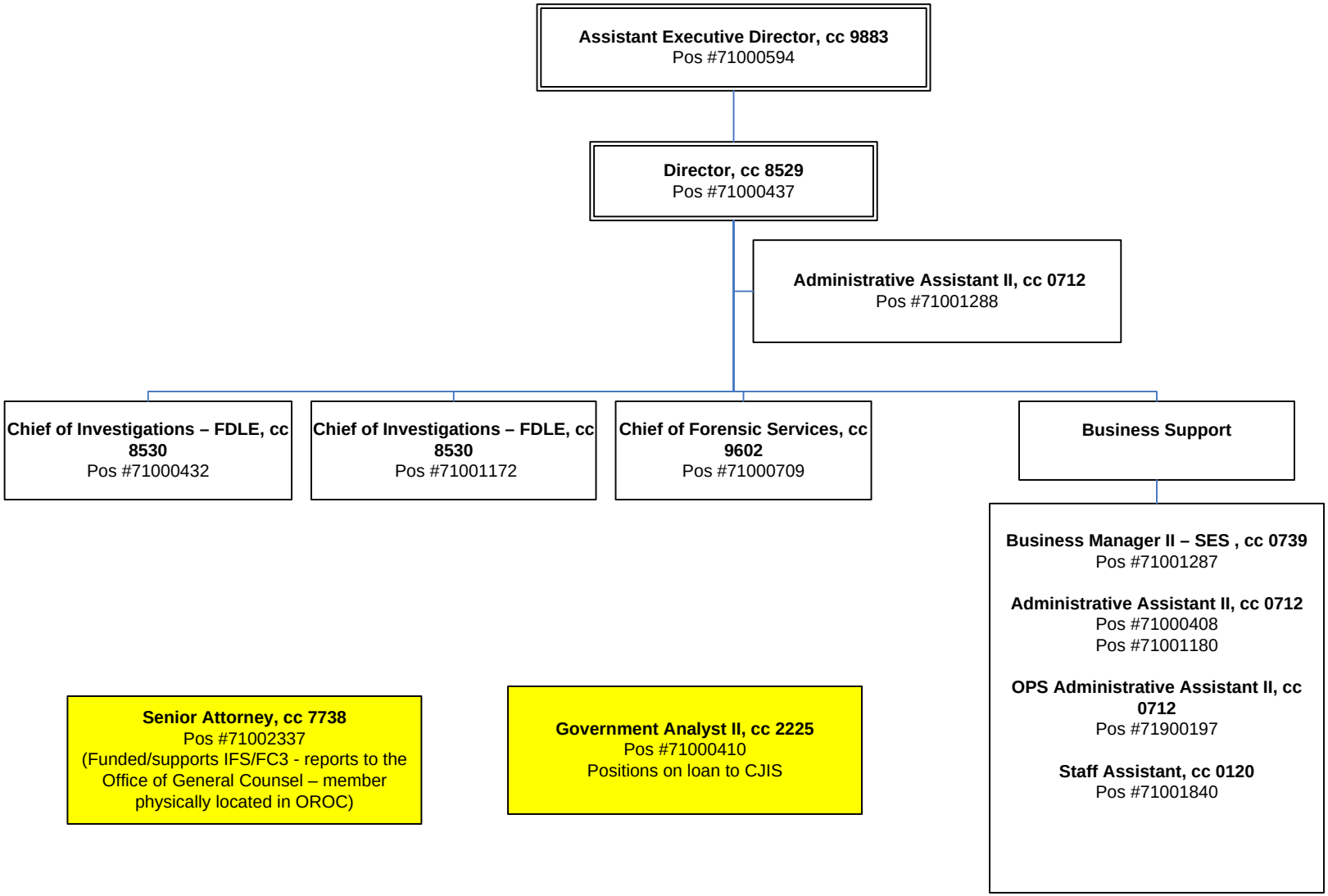


Systems Programmer III, cc 2115
Pos #71000228
Pos #71000034
Funded/reports to IRM – supports MROC

9/15/2020

Florida Department Of Law Enforcement

Investigations & Forensic Science Program
Orlando Regional Operations Center



9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Orlando Regional Operations Center

Assistant Executive Director, cc 9883
Pos #71000594

Director, cc 8529
Pos #71000437

Chief of Investigations – FDLE, cc 8530
Pos #71001172

Counterterrorism
Special Agent Supervisor, cc 8584
Pos #71000336

Special Agent, cc 8581
Pos #71002497
Pos #71002498
Pos #71002502
Pos #71002500
Pos #71002499
Pos #71002501
Pos #71001681
Pos #71000192

Sr. Crime Intelligence Analyst II, cc 8435
Pos #71002503

Crime Intelligence Analyst I, cc 8433
Pos #71000524

ESST/RDSTF/MA
Special Agent Supervisor, cc 8584
Pos #71000055

Special Agent, cc 8581
Pos #71000472
Pos #71001823
Pos #71000816
Pos #71002484
Pos #71000169

Sr. Crime Intelligence Analyst II, cc 8435
Pos #71001838

Crime Intelligence Analyst II, cc 8436
Pos #71001222

Planner IV, cc 2322
Pos #71002283

ESST Task Force Agents

Cyber
Special Agent Supervisor, cc 8584
Pos #71000227

Special Agent, cc 8581
Pos #71002325
Pos #71002380
Pos #71002334
Pos #71001059
Pos #71001507

Sr. Crime Intelligence Analyst II, cc 8435
Pos #71002053
Pos #71001337

Cyber Task Force Agents

Organized Crime 2
Special Agent Supervisor, cc 8584
Pos # 71002488

Special Agent, cc 8581
Pos #71000242
Pos #71001001
Pos #71000085
Pos #71000221
Pos #71002051
Pos #71001833
Pos #71000935

Analyst Support
Sr. Crime Intelligence Analyst Supervisor-SES cc 8437
Pos #71000356

Sr. Crime Intelligence Analyst II, cc 8435
Pos #71000179
Pos #71000027

Sr. Crime Intelligence Analyst I, cc 8434
Pos #71000989

Crime Intelligence Analyst II, cc 8436
Pos #71001839
Pos #71000566
Pos #71001313

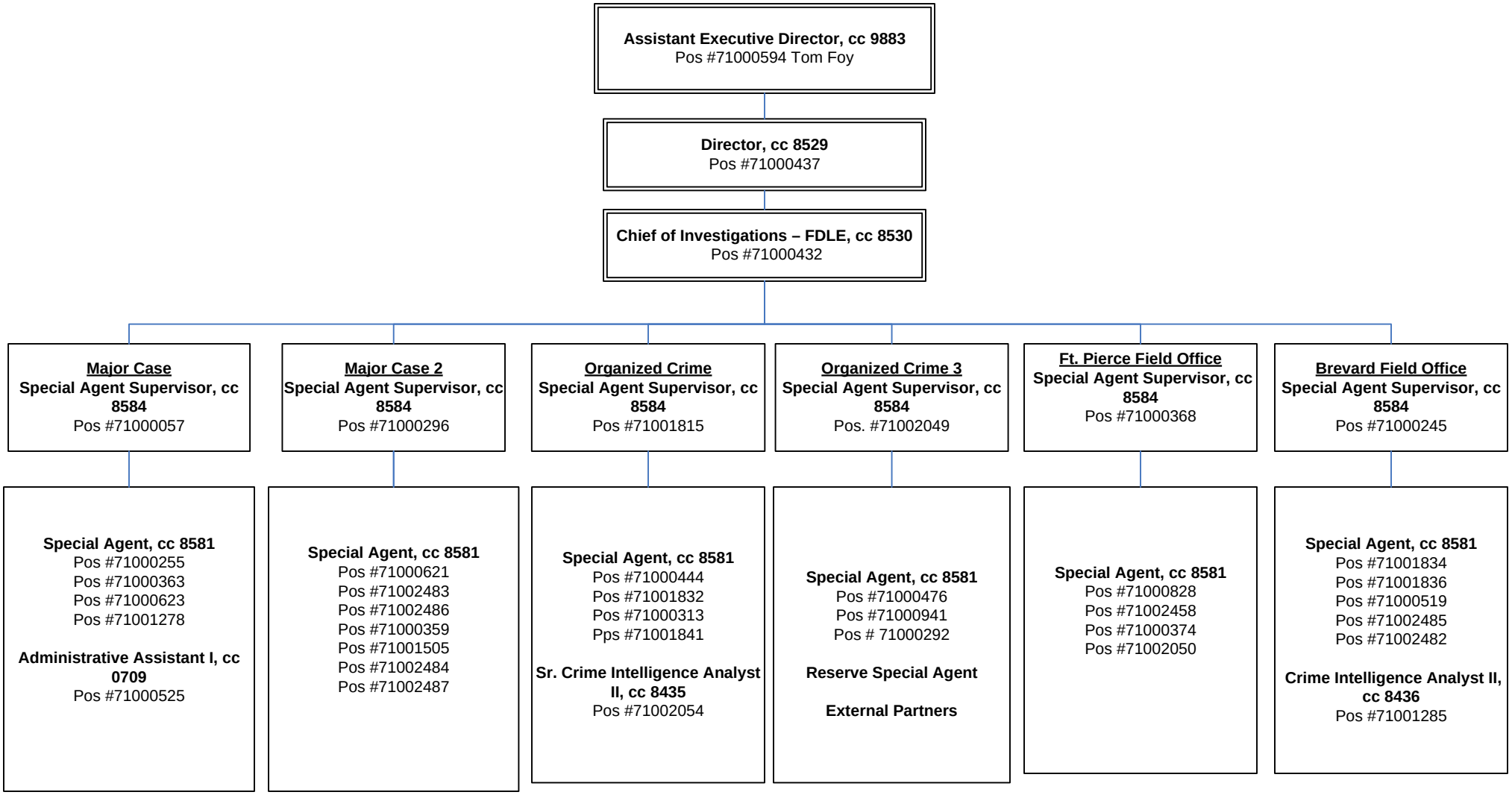
Government Analyst II, cc 2225
Pos #71000698
Funded/reports to CJP – supports OROC

Systems Programmer I, cc 2111
Pos #71000233
Systems Programmer III, cc 2115
Pos #71000295
Funded/reports to ITS - supports OROC

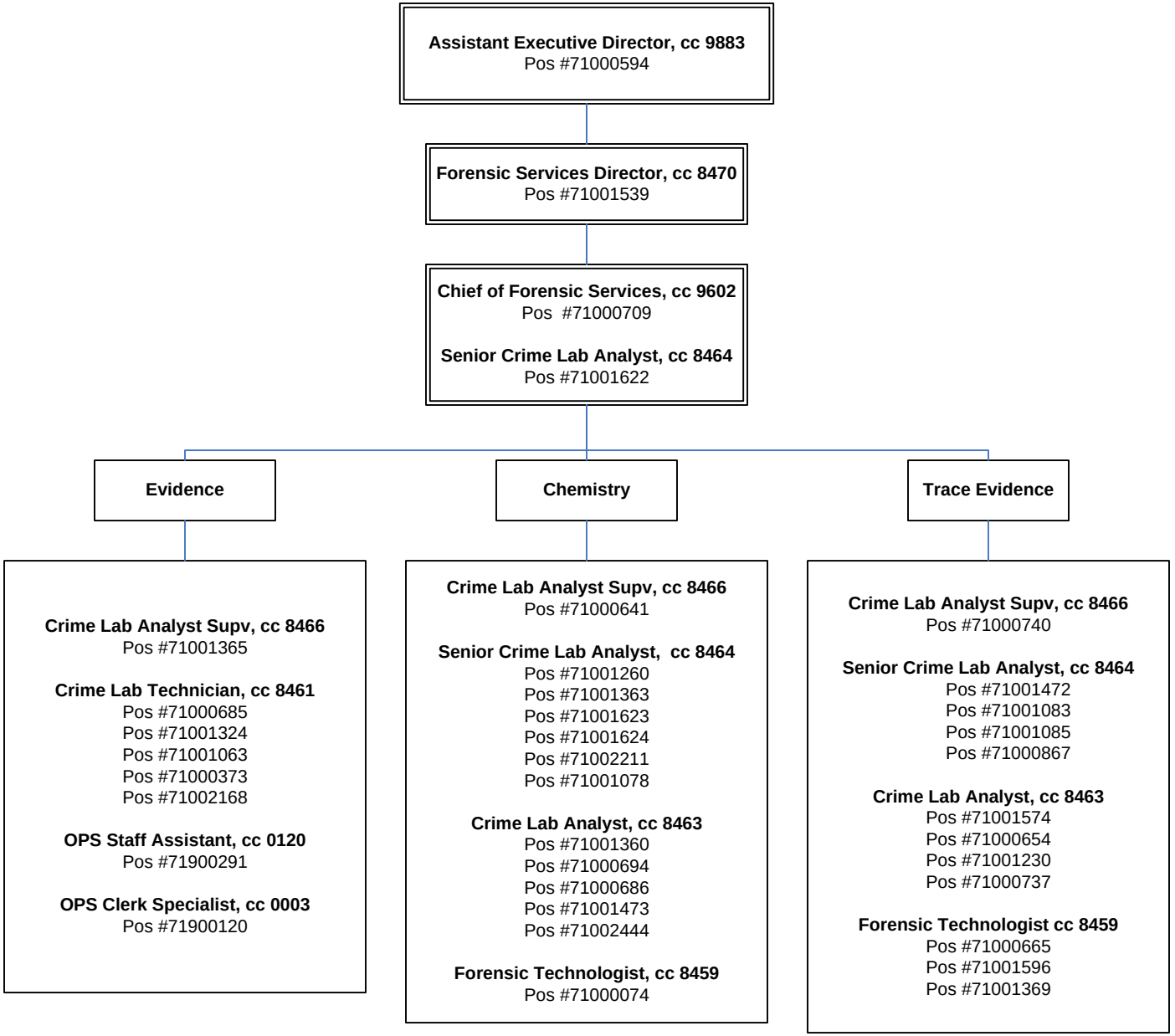
9/15/2020

Florida Department of Law Enforcement

Investigations & Forensic Science Program
Orlando Regional Operations Center



Florida Department of Law Enforcement
Investigations & Forensic Science Program
Orlando Regional Operations Center



Florida Department of Law Enforcement
Investigations & Forensic Science Program
Orlando Regional Operations Center
Forensic Services – Page 2 of 3

Assistant Executive Director, cc 9883
Pos #71000594

Forensic Services Director, cc 8470
Pos #71001539

Chief of Forensic Services, cc 9602
Pos #71000709

Biology / DNA

Crime Lab Analyst Supv, cc 8466
Pos #71001084

Senior Crime Lab Analyst, cc 8464
Pos. #71000859

Crime Lab Analyst, cc 8463
Pos #71000088
Pos #71001126
Pos #71001336
Pos #71002217
Pos #71002214
Pos #71000648
Pos #71001581
Pos #71001767

Forensic Technologist, cc 8459
Pos #71001780
Pos #71001548
Pos #71001777

Crime Lab Analyst Supv, cc 8466
Pos #71000752

Senior Crime Lab Analyst, cc 8464
Pos #71001619
Pos #71001646
Pos #71001768
Pos #71002215

Crime Lab Analyst, cc 8463
Pos #71002218
Pos #71001081
Pos #71001770
Pos #71002345
Pos #71002170

Forensic Technologist, cc 8459
Pos #71002171
Pos #71001481
Pos #71001544

OPSForensic Technologist, cc 8459
Pos #71900274

Crime Lab Analyst Supv, cc 8466
Pos #71002172

Senior Crime Lab Analyst, cc 8464
Pos #71000174
Pos #71001362
Pos #71000711

Crime Lab Analyst, cc 8463
Pos #71001618
Pos #71002347
Pos #71001626
Pos #71001769
Pos #7100732
Pos #71002216

Forensic Technologist cc 8459
Pos #71000104
Pos #71001598
Pos #71001580

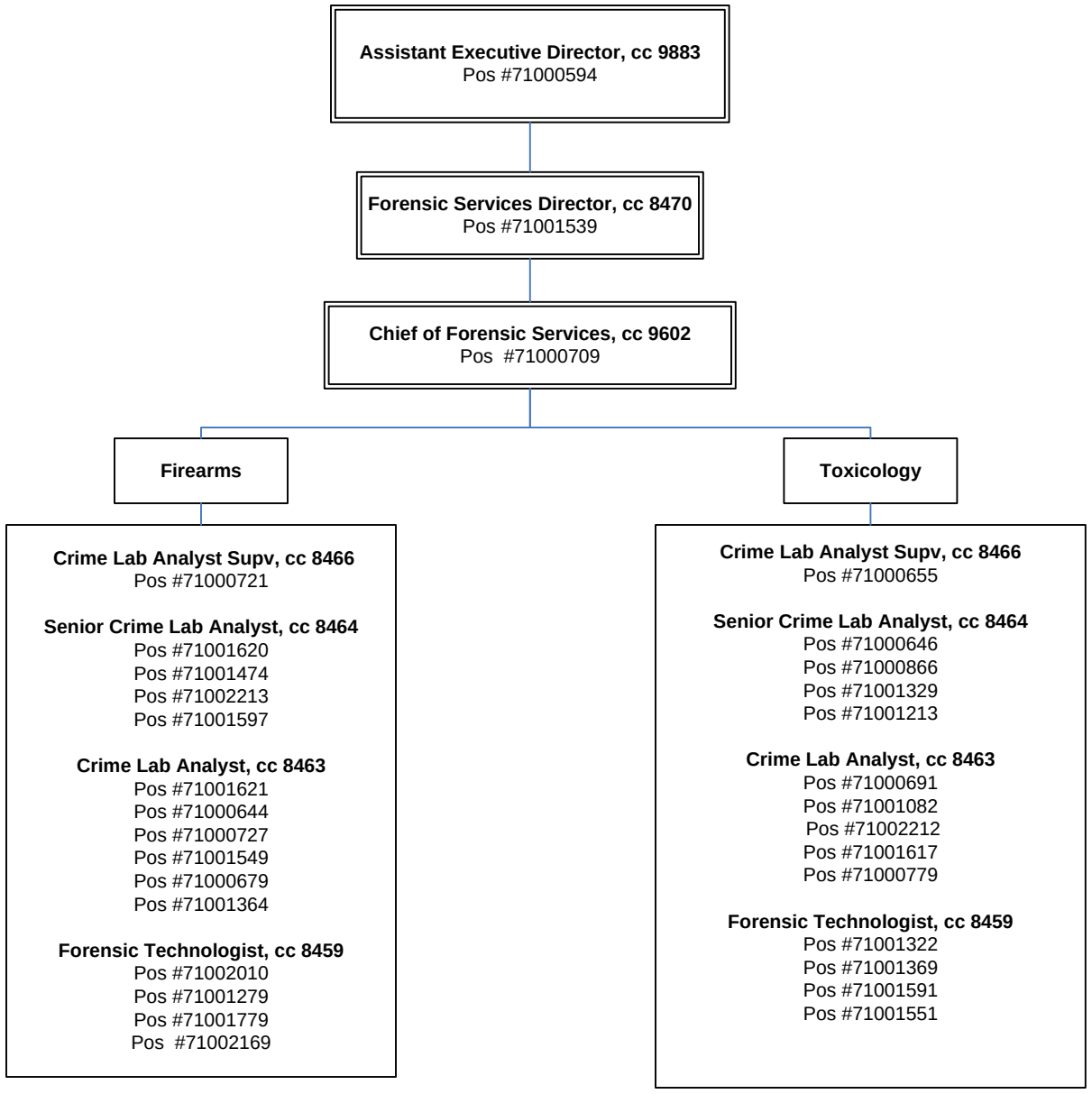
Crime Lab Analyst Supv, cc 8466
Pos #71002588

Crime Lab Analyst, cc 8463
Pos #71002589

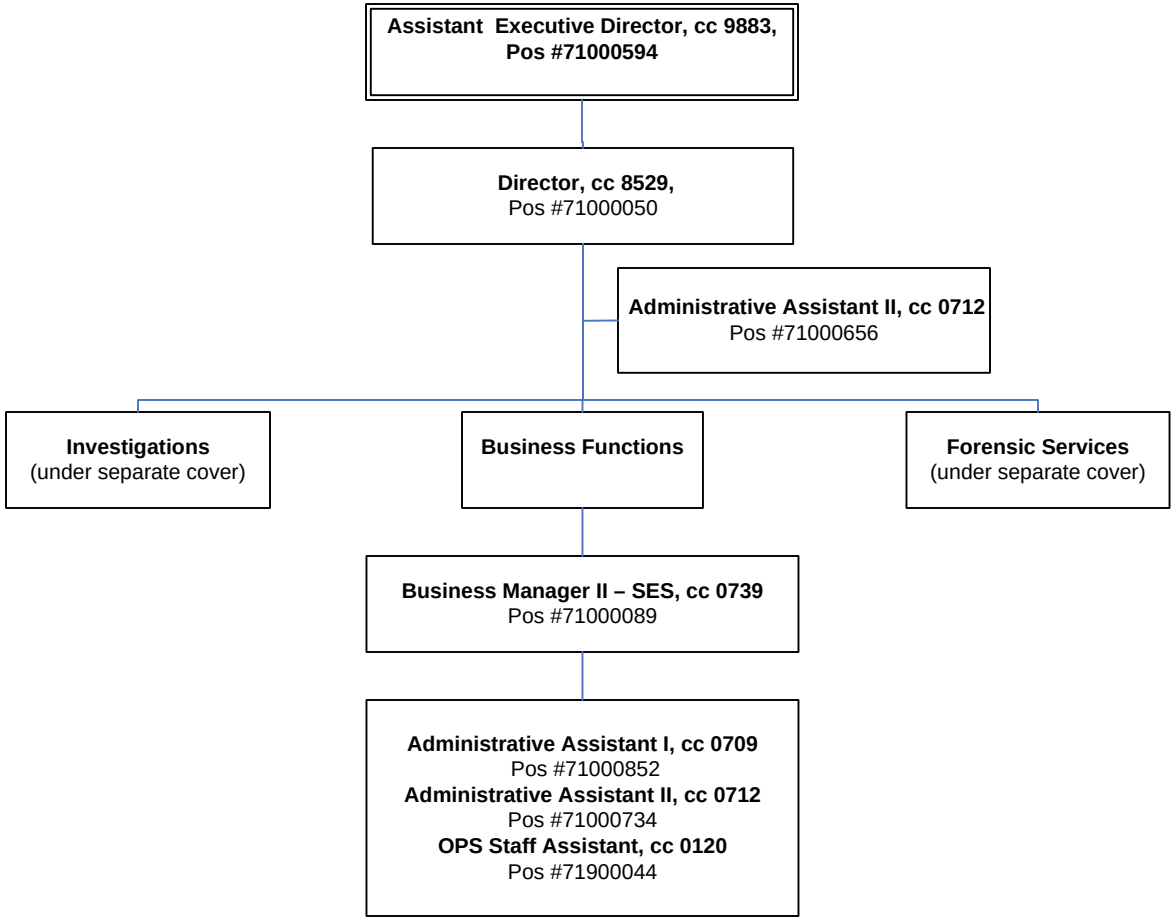
Crime Lab Analyst, cc 8463
Pos #71000636
on loan to TBROC

9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Orlando Regional Operations Center
Forensic Services – Page 3 of3 3

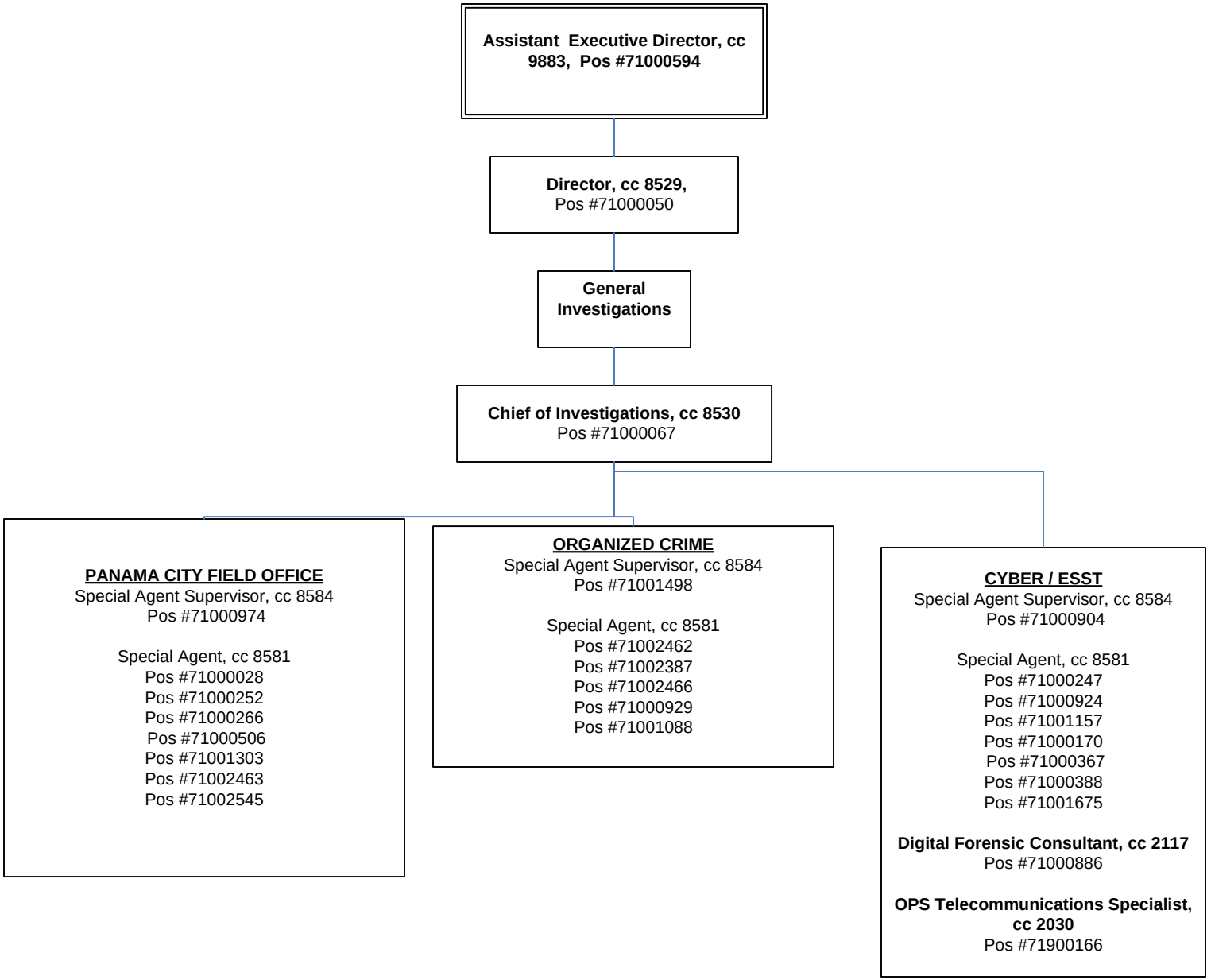


Florida Department of Law Enforcement
Investigations & Forensic Science Program
Pensacola Regional Operations Center



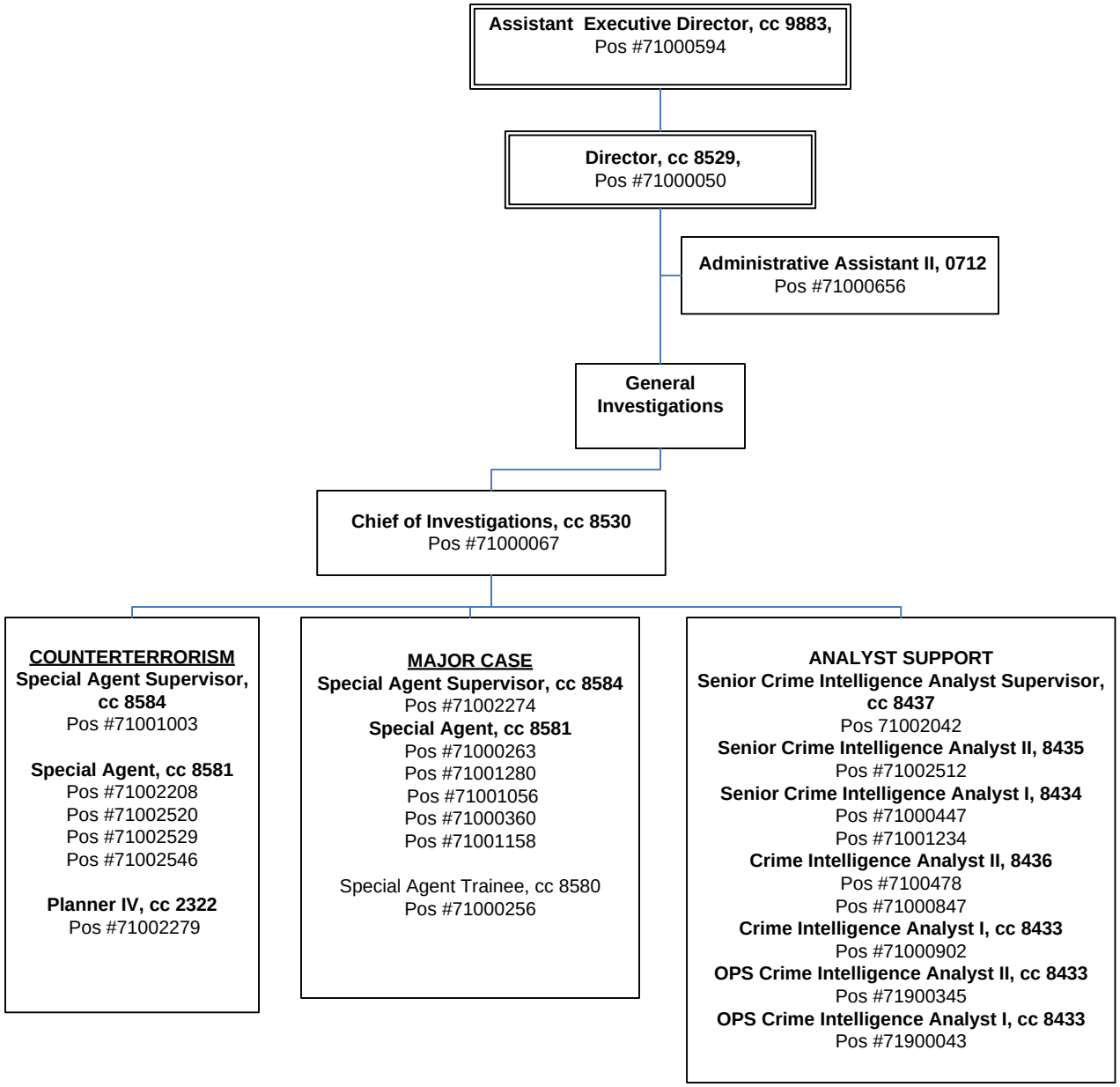
9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Pensacola Regional Operations Center

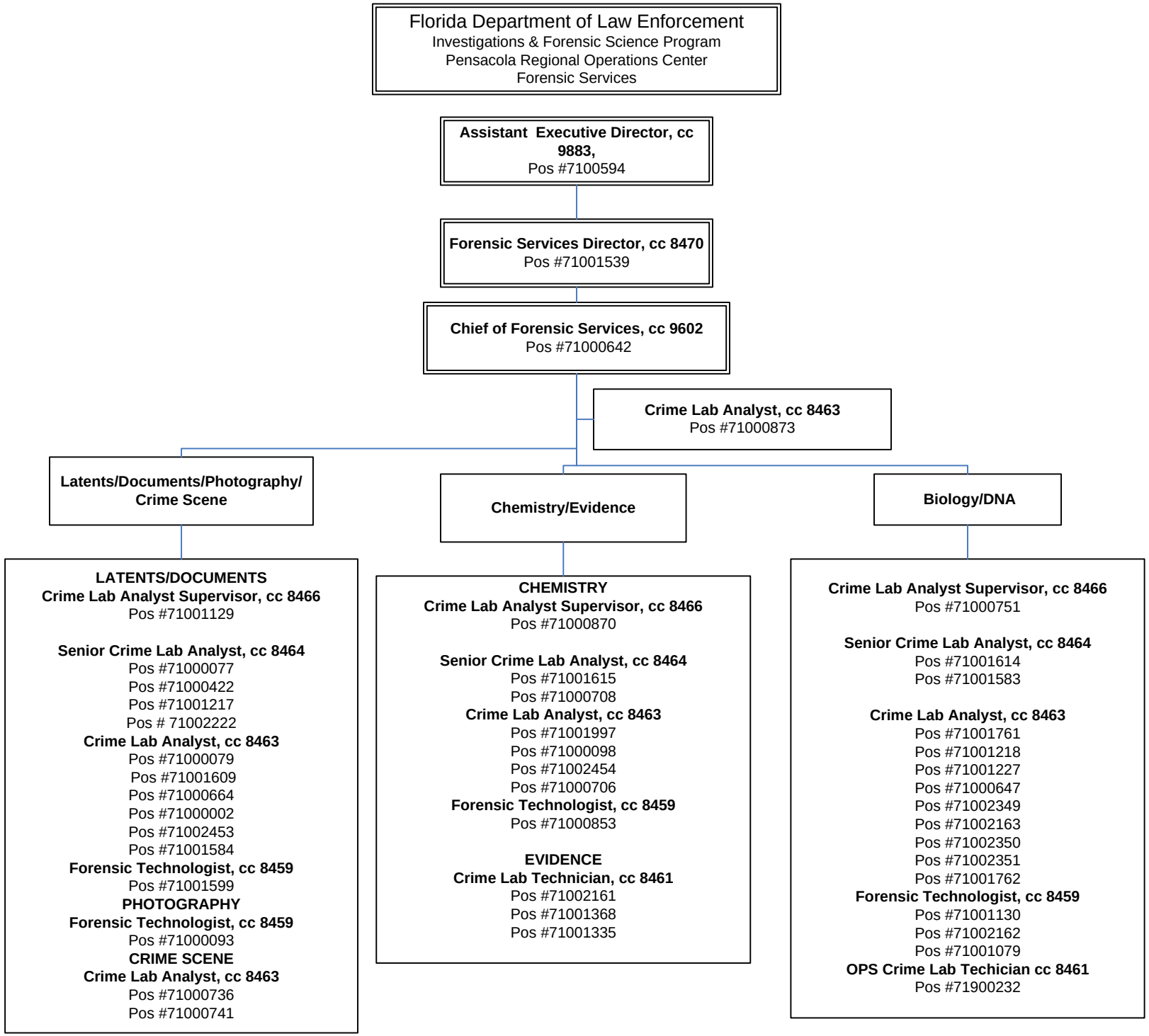


9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Pensacola Regional Operations Center



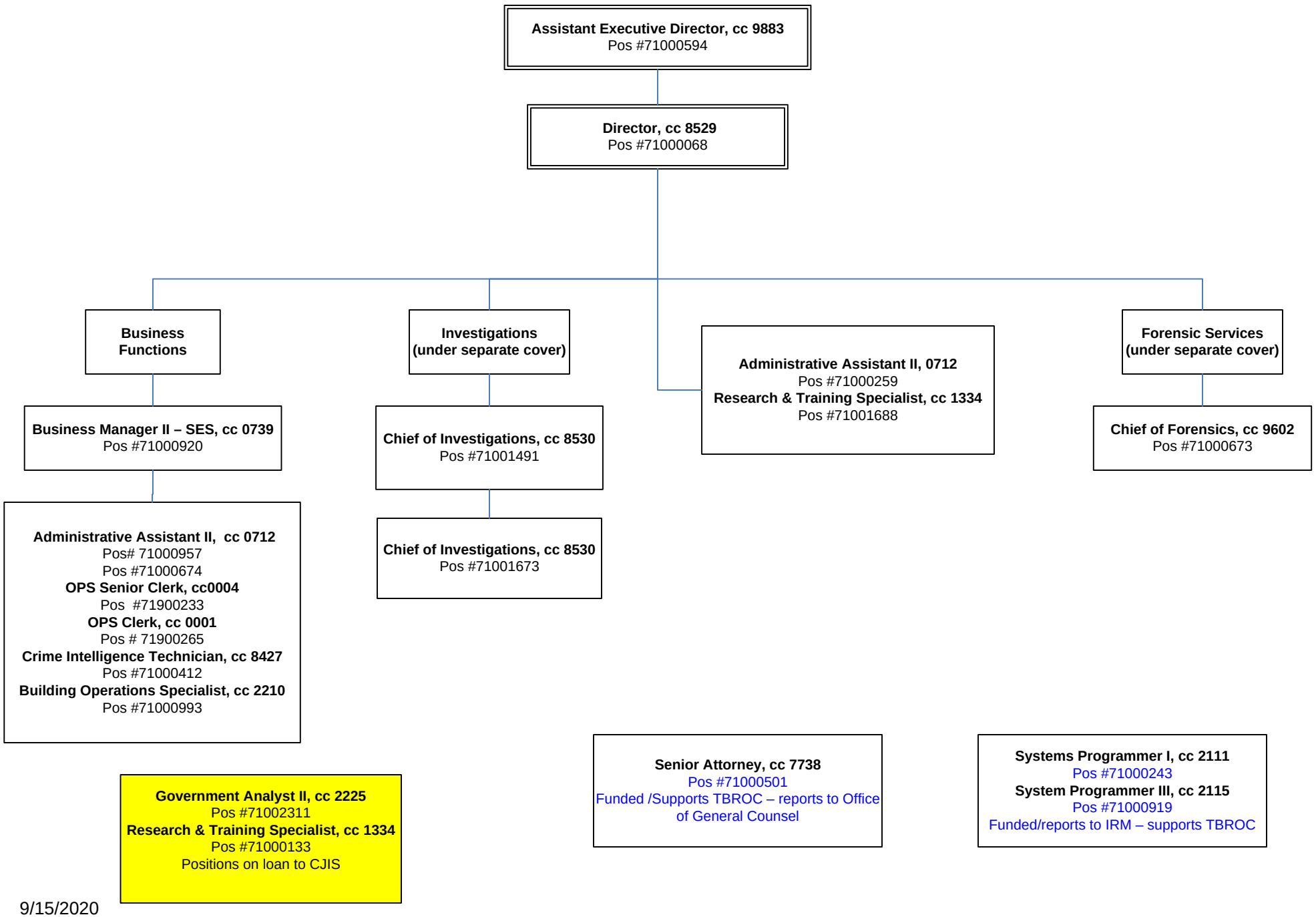
9/15/2020


Florida Department of Law Enforcement
Investigations & Forensic Science Program
Pensacola Regional Operations Center
Forensic Services
Assistant Executive Director, cc 9883,
Pos #7100594
Forensic Services Director, cc 8470
Pos #71001539
Chief of Forensic Services, cc 9602
Pos #71000642
Crime Lab Analyst, cc 8463
Pos #71000873
Latents/Documents/Photography/ Crime Scene
Chemistry/Evidence
Biology/DNA
LATENTS/DOCUMENTS
Crime Lab Analyst Supervisor, cc 8466
Pos #71001129
Senior Crime Lab Analyst, cc 8464
Pos #71000077
Pos #71000422
Pos #71001217
Pos # 71002222
Crime Lab Analyst, cc 8463
Pos #71000079
Pos #71001609
Pos #71000664
Pos #71000002
Pos #71002453
Pos #71001584
Forensic Technologist, cc 8459
Pos #71001599
PHOTOGRAPHY
Forensic Technologist, cc 8459
Pos #71000093
CRIME SCENE
Crime Lab Analyst, cc 8463
Pos #71000736
Pos #71000741
CHEMISTRY
Crime Lab Analyst Supervisor, cc 8466
Pos #71000870
Senior Crime Lab Analyst, cc 8464
Pos #71001615
Pos #71000708
Crime Lab Analyst, cc 8463
Pos #71001997
Pos #71000098
Pos #71002454
Pos #71000706
Forensic Technologist, cc 8459
Pos #71000853
EVIDENCE
Crime Lab Technician, cc 8461
Pos #71002161
Pos #71001368
Pos #71001335
Crime Lab Analyst Supervisor, cc 8466
Pos #71000751
Senior Crime Lab Analyst, cc 8464
Pos #71001614
Pos #71001583
Crime Lab Analyst, cc 8463
Pos #71001761
Pos #71001218
Pos #71001227
Pos #71000647
Pos #71002349
Pos #71002163
Pos #71002350
Pos #71002351
Pos #71001762
Forensic Technologist, cc 8459
Pos #71001130
Pos #71002162
Pos #71001079
OPS Crime Lab Techician cc 8461
Pos #71900232

9/15/2020

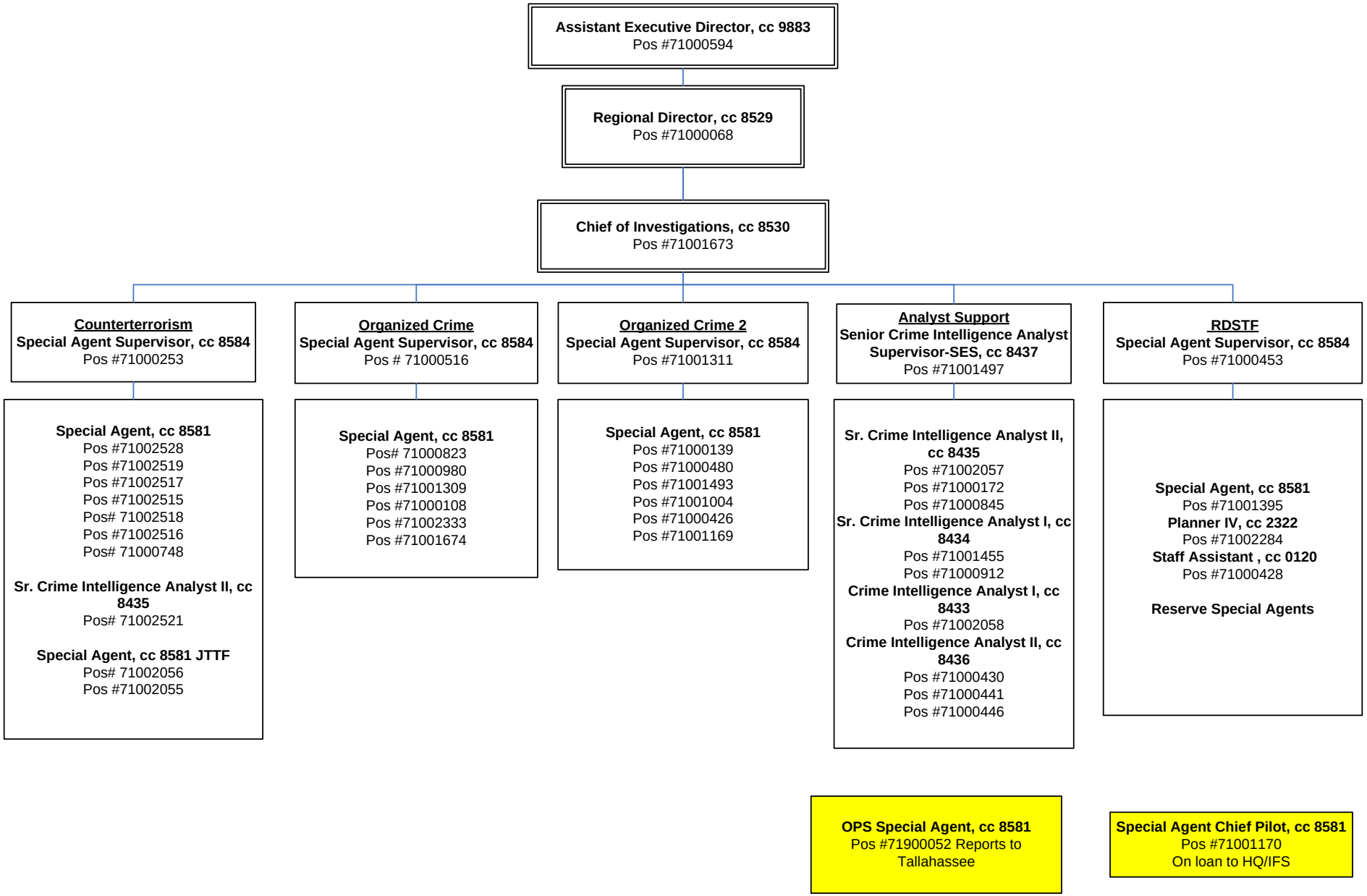
Florida Department of Law Enforcement

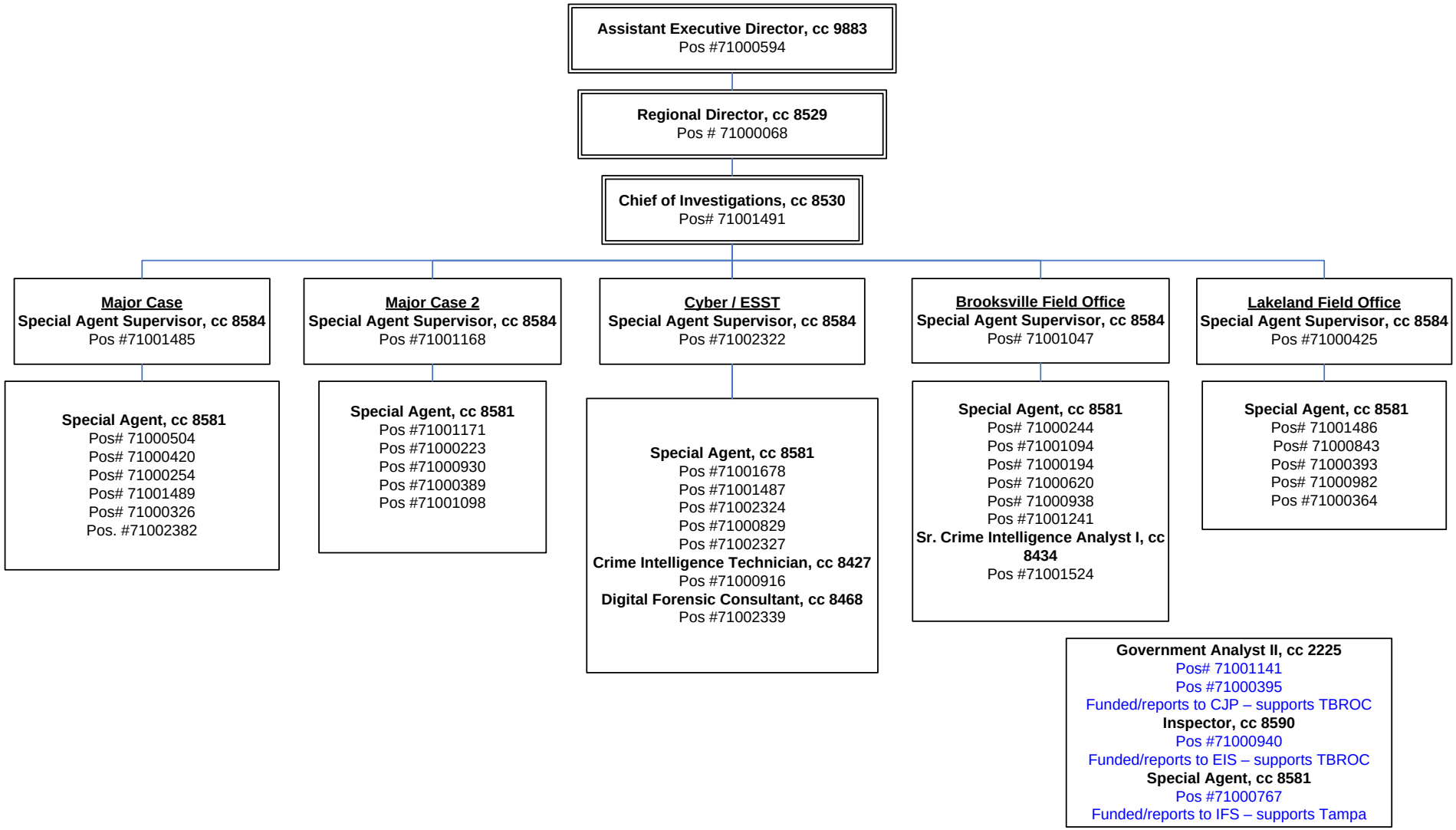
Investigations & Forensic Science Program
Tampa Regional Operations Center

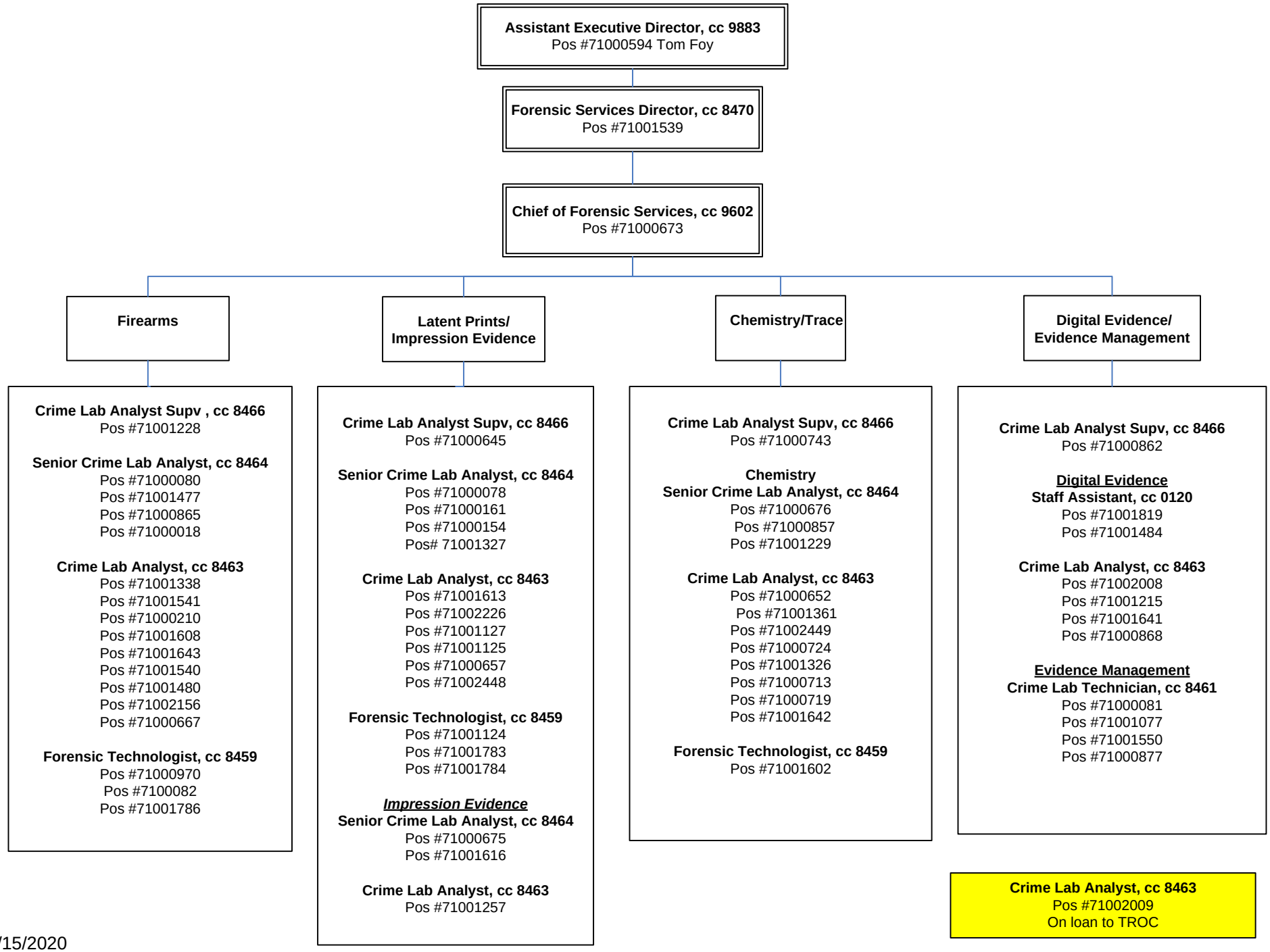


9/15/2020

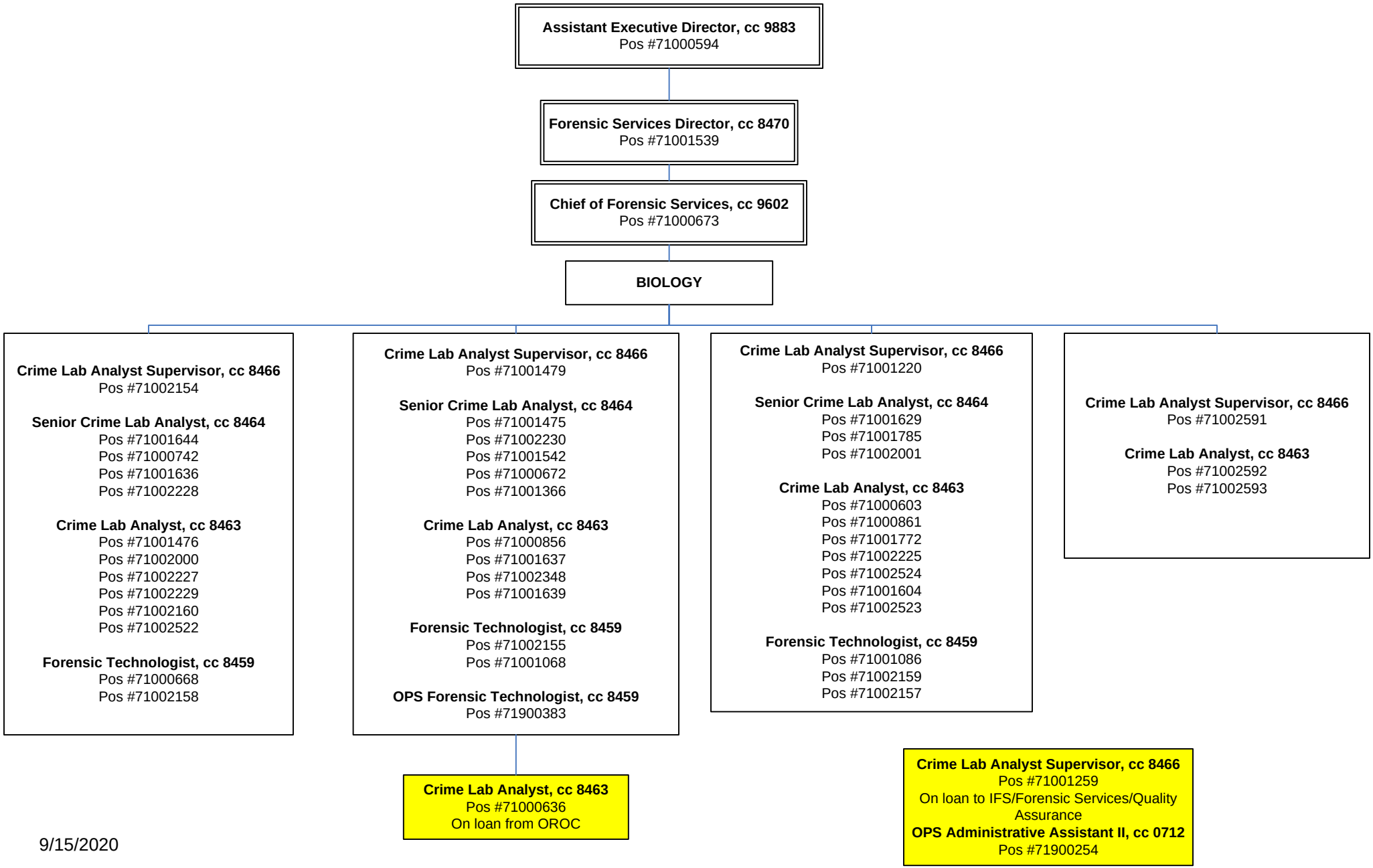
Florida Department of Law Enforcement
Investigations & Forensic Science Program
Tampa Regional Operations Center



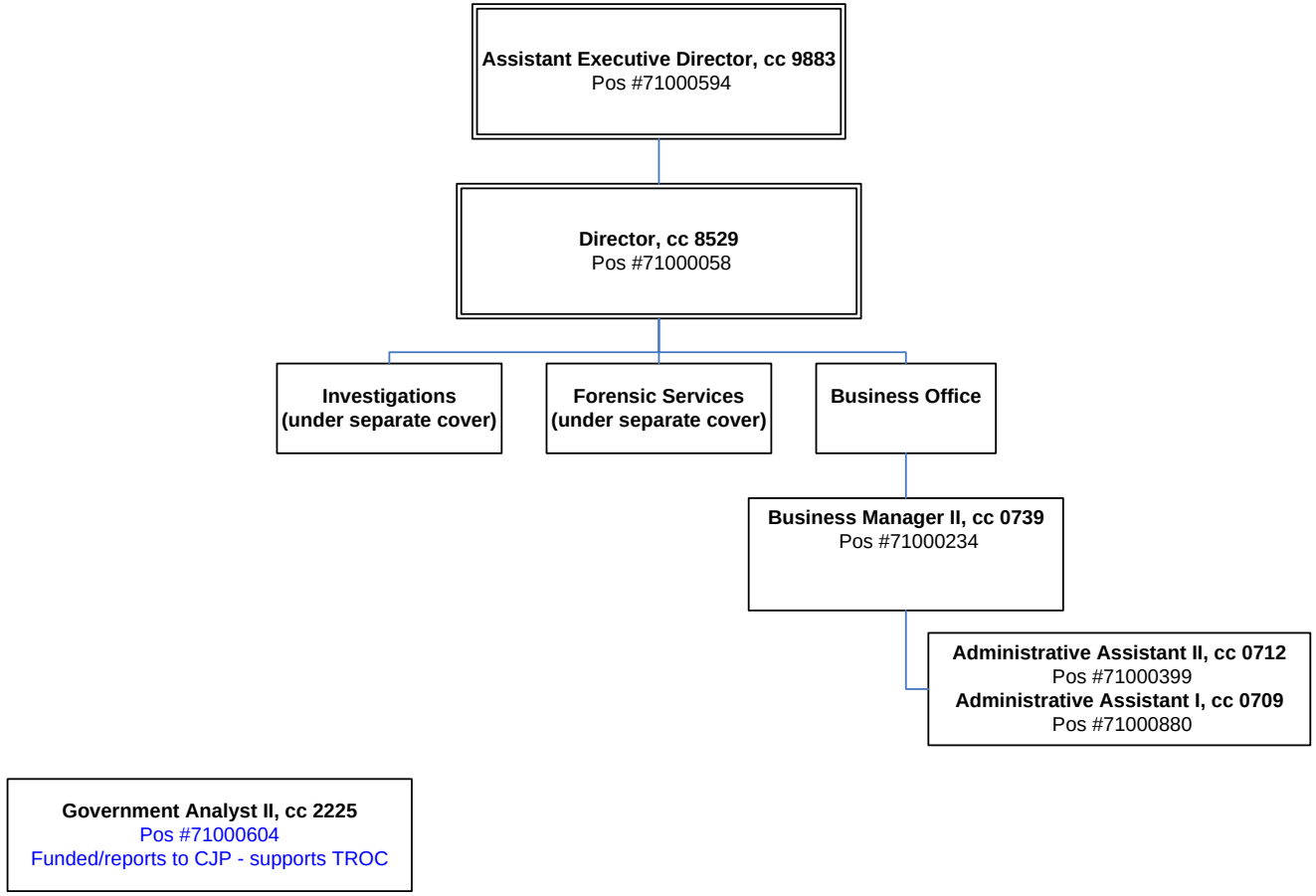

Assistant Executive Director, cc 9883
Pos #71000594
Regional Director, cc 8529
Pos # 71000068
Chief of Investigations, cc 8530
Pos# 71001491
Major Case
Special Agent Supervisor, cc 8584
Pos #71001485
Special Agent, cc 8581
Pos# 71000504
Pos# 71000420
Pos# 71000254
Pos# 71001489
Pos# 71000326
Pos. #71002382
Major Case 2
Special Agent Supervisor, cc 8584
Pos #71001168
Special Agent, cc 8581
Pos #71001171
Pos #71000223
Pos #71000930
Pos #71000389
Pos #71001098
Cyber / ESST
Special Agent Supervisor, cc 8584
Pos #71002322
Special Agent, cc 8581
Pos #71001678
Pos #71001487
Pos #71002324
Pos #71000829
Pos #71002327
Crime Intelligence Technician, cc 8427
Pos #71000916
Digital Forensic Consultant, cc 8468
Pos #71002339
Brooksville Field Office
Special Agent Supervisor, cc 8584
Pos# 71001047
Special Agent, cc 8581
Pos# 71000244
Pos #71001094
Pos# 71000194
Pos# 71000620
Pos# 71000938
Pos #71001241
Sr. Crime Intelligence Analyst I, cc 8434
Pos #71001524
Lakeland Field Office
Special Agent Supervisor, cc 8584
Pos #71000425
Special Agent, cc 8581
Pos# 71001486
Pos# 71000843
Pos# 71000393
Pos# 71000982
Pos #71000364
Government Analyst II, cc 2225
Pos# 71001141
Pos #71000395
Funded/reports to CJP – supports TBROC
Inspector, cc 8590
Pos #71000940
Funded/reports to EIS – supports TBROC
Special Agent, cc 8581
Pos #71000767
Funded/reports to IFS – supports Tampa


Assistant Executive Director, cc 9883
Pos #71000594 Tom Foy
Forensic Services Director, cc 8470
Pos #71001539
Chief of Forensic Services, cc 9602
Pos #71000673
Firearms
Crime Lab Analyst Supv , cc 8466
Pos #71001228
Senior Crime Lab Analyst, cc 8464
Pos #71000080
Pos #71001477
Pos #71000865
Pos #71000018
Crime Lab Analyst, cc 8463
Pos #71001338
Pos #71001541
Pos #71000210
Pos #71001608
Pos #71001643
Pos #71001540
Pos #71001480
Pos #71002156
Pos #71000667
Forensic Technologist, cc 8459
Pos #71000970
Pos #7100082
Pos #71001786
Latent Prints/ Impression Evidence
Crime Lab Analyst Supv, cc 8466
Pos #71000645
Senior Crime Lab Analyst, cc 8464
Pos #71000078
Pos #71000161
Pos #71000154
Pos# 71001327
Crime Lab Analyst, cc 8463
Pos #71001613
Pos #71002226
Pos #71001127
Pos #71001125
Pos #71000657
Pos #71002448
Forensic Technologist, cc 8459
Pos #71001124
Pos #71001783
Pos #71001784
Impression Evidence
Senior Crime Lab Analyst, cc 8464
Pos #71000675
Pos #71001616
Crime Lab Analyst, cc 8463
Pos #71001257
Chemistry/Trace
Crime Lab Analyst Supv, cc 8466
Pos #71000743
Chemistry
Senior Crime Lab Analyst, cc 8464
Pos #71000676
Pos #71000857
Pos #71001229
Crime Lab Analyst, cc 8463
Pos #71000652
Pos #71001361
Pos #71002449
Pos #71000724
Pos #71001326
Pos #71000713
Pos #71000719
Pos #71001642
Forensic Technologist, cc 8459
Pos #71001602
Digital Evidence/ Evidence Management
Crime Lab Analyst Supv, cc 8466
Pos #71000862
Digital Evidence
Staff Assistant, cc 0120
Pos #71001819
Pos #71001484
Crime Lab Analyst, cc 8463
Pos #71002008
Pos #71001215
Pos #71001641
Pos #71000868
Evidence Management
Crime Lab Technician, cc 8461
Pos #71000081
Pos #71001077
Pos #71001550
Pos #71000877
Crime Lab Analyst, cc 8463
Pos #71002009
On loan to TROC

9/15/2020

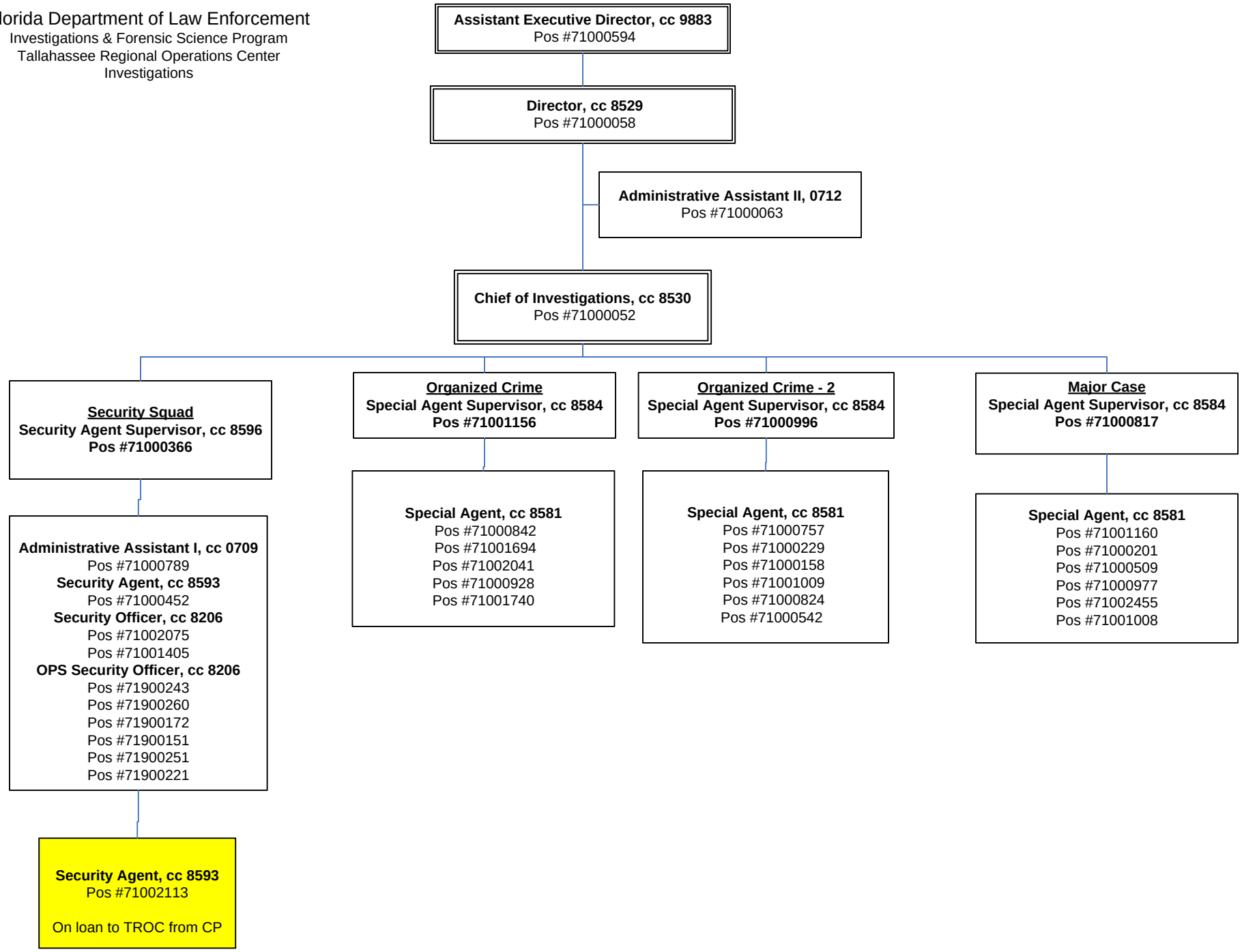

Assistant Executive Director, cc 9883
Pos #71000594
Forensic Services Director, cc 8470
Pos #71001539
Chief of Forensic Services, cc 9602
Pos #71000673
BIOLOGY
Crime Lab Analyst Supervisor, cc 8466
Pos #71002154
Senior Crime Lab Analyst, cc 8464
Pos #71001644
Pos #71000742
Pos #71001636
Pos #71002228
Crime Lab Analyst, cc 8463
Pos #71001476
Pos #71002000
Pos #71002227
Pos #71002229
Pos #71002160
Pos #71002522
Forensic Technologist, cc 8459
Pos #71000668
Pos #71002158
Crime Lab Analyst Supervisor, cc 8466
Pos #71001479
Senior Crime Lab Analyst, cc 8464
Pos #71001475
Pos #71002230
Pos #71001542
Pos #71000672
Pos #71001366
Crime Lab Analyst, cc 8463
Pos #71000856
Pos #71001637
Pos #71002348
Pos #71001639
Forensic Technologist, cc 8459
Pos #71002155
Pos #71001068
OPS Forensic Technologist, cc 8459
Pos #71900383
Crime Lab Analyst, cc 8463
Pos #71000636
On loan from OROC
Crime Lab Analyst Supervisor, cc 8466
Pos #71001220
Senior Crime Lab Analyst, cc 8464
Pos #71001629
Pos #71001785
Pos #71002001
Crime Lab Analyst, cc 8463
Pos #71000603
Pos #71000861
Pos #71001772
Pos #71002225
Pos #71002524
Pos #71001604
Pos #71002523
Forensic Technologist, cc 8459
Pos #71001086
Pos #71002159
Pos #71002157
Crime Lab Analyst Supervisor, cc 8466
Pos #71002591
Crime Lab Analyst, cc 8463
Pos #71002592
Pos #71002593
Crime Lab Analyst Supervisor, cc 8466
Pos #71001259
On loan to IFS/Forensic Services/Quality Assurance
OPS Administrative Assistant II, cc 0712
Pos #71900254

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Tallahassee Regional Operations Center



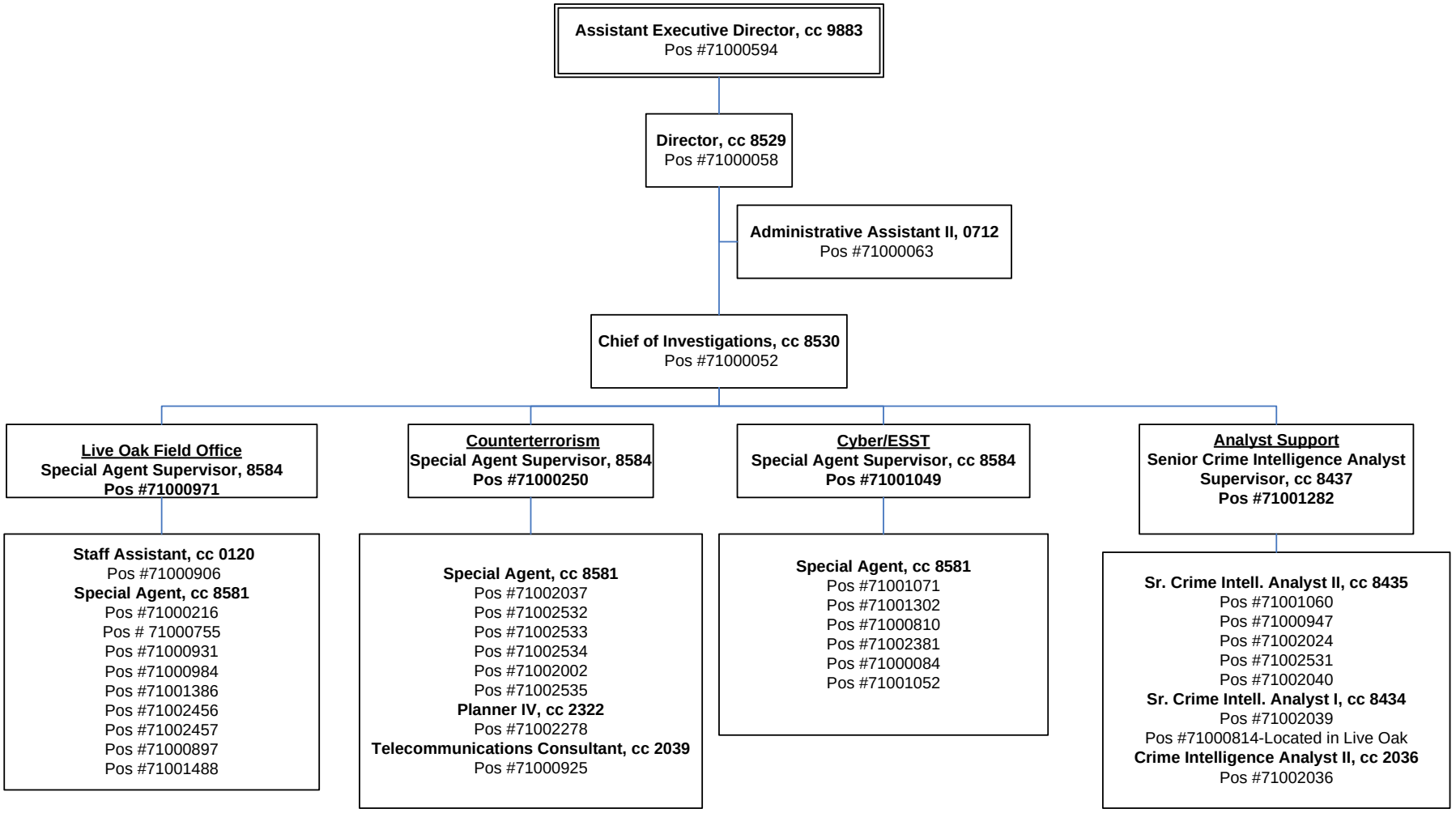
9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Tallahassee Regional Operations Center
Investigations



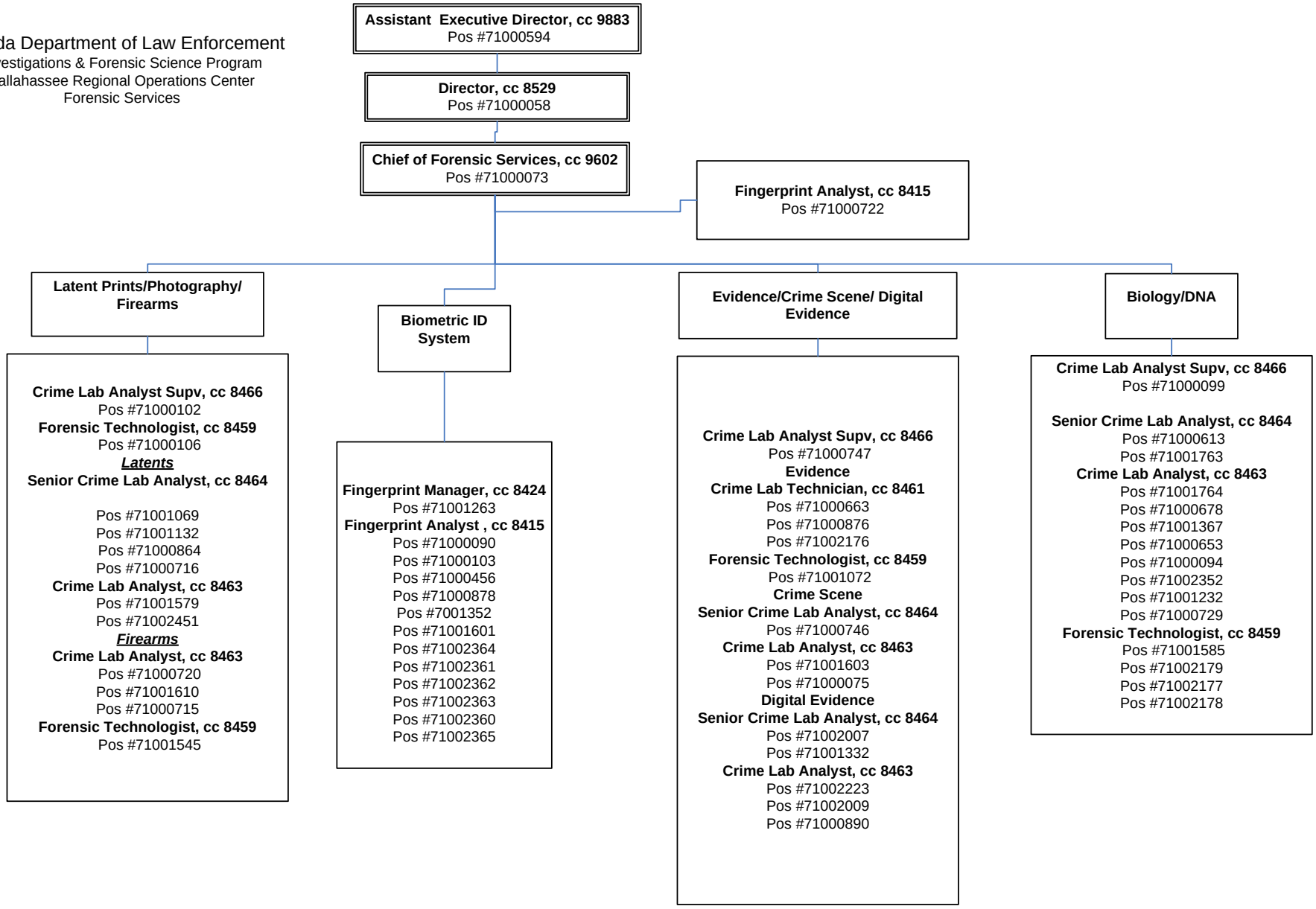
9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Tallahassee Regional Operations Center
Investigations



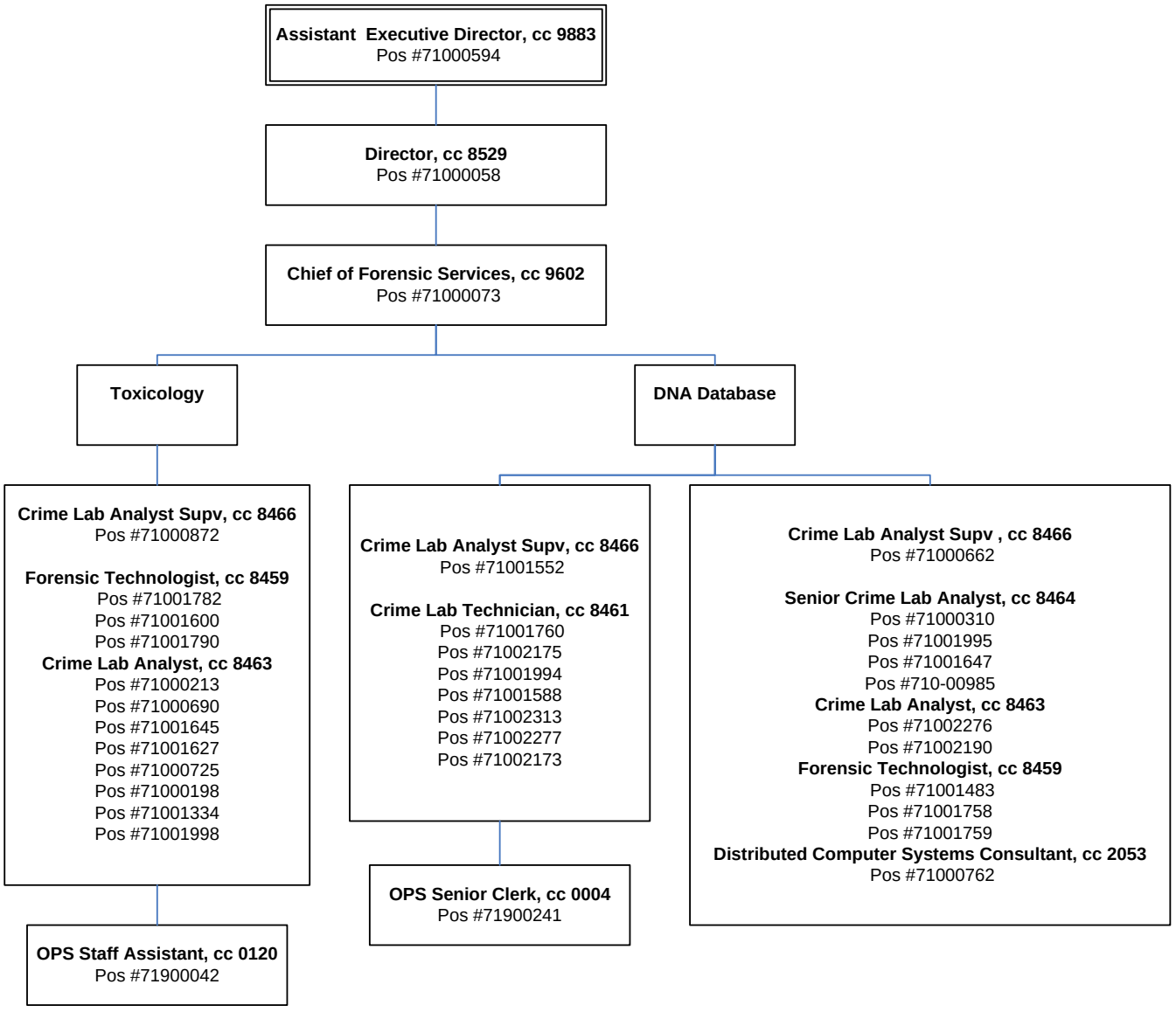
9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Tallahassee Regional Operations Center
Forensic Services



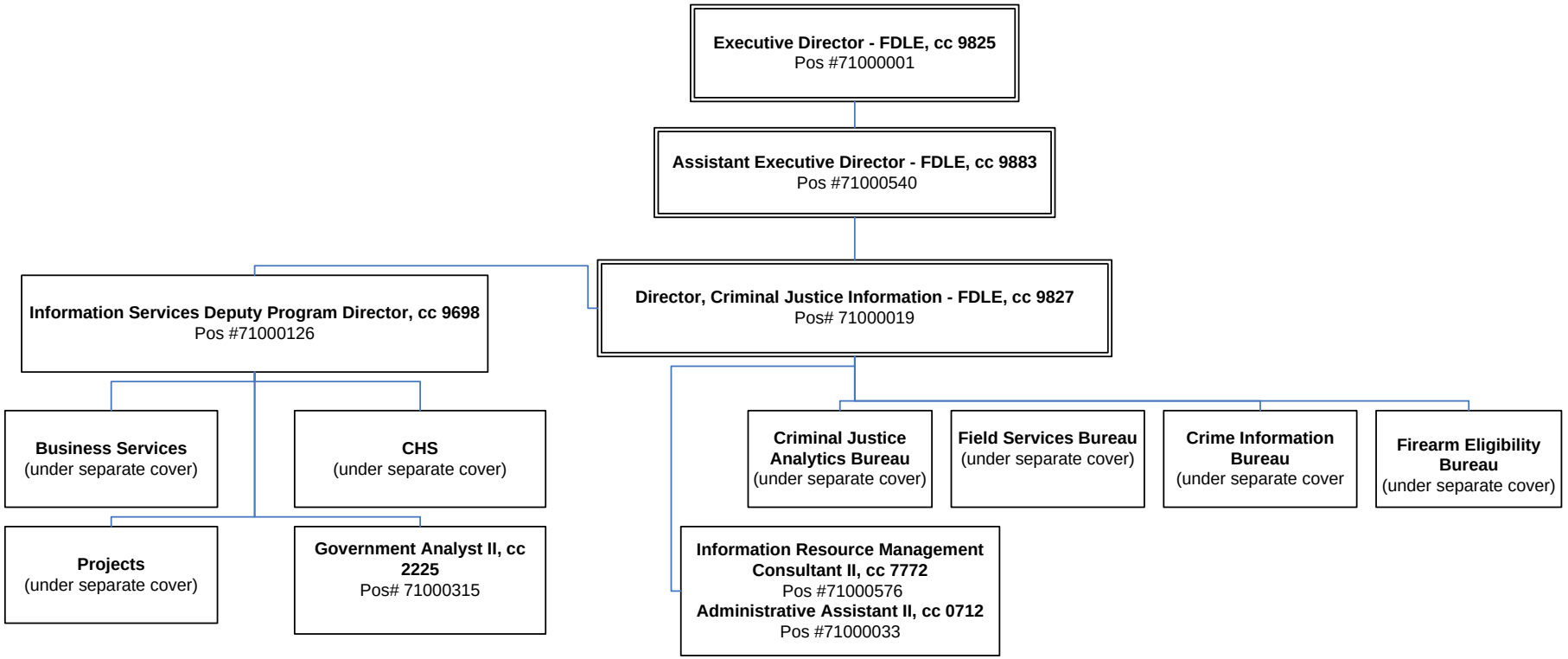
9/15/2020

Florida Department of Law Enforcement
Investigations & Forensic Science Program
Tallahassee Regional Operations Center
Forensic Services



9/15/2020

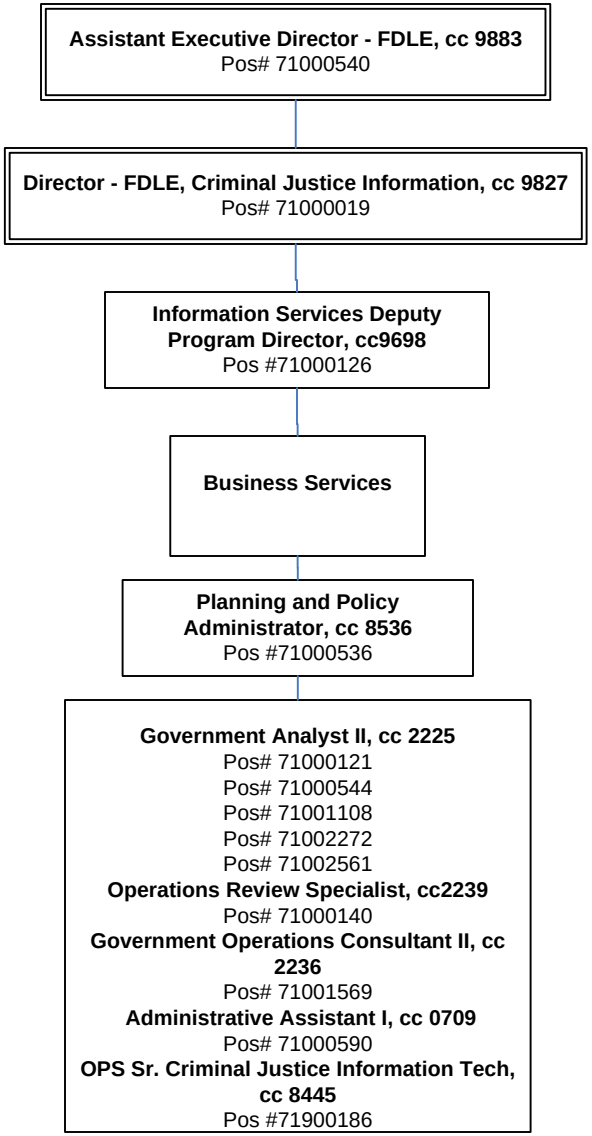
Florida Department of Law Enforcement
Criminal Justice Information Services



9/15/2020

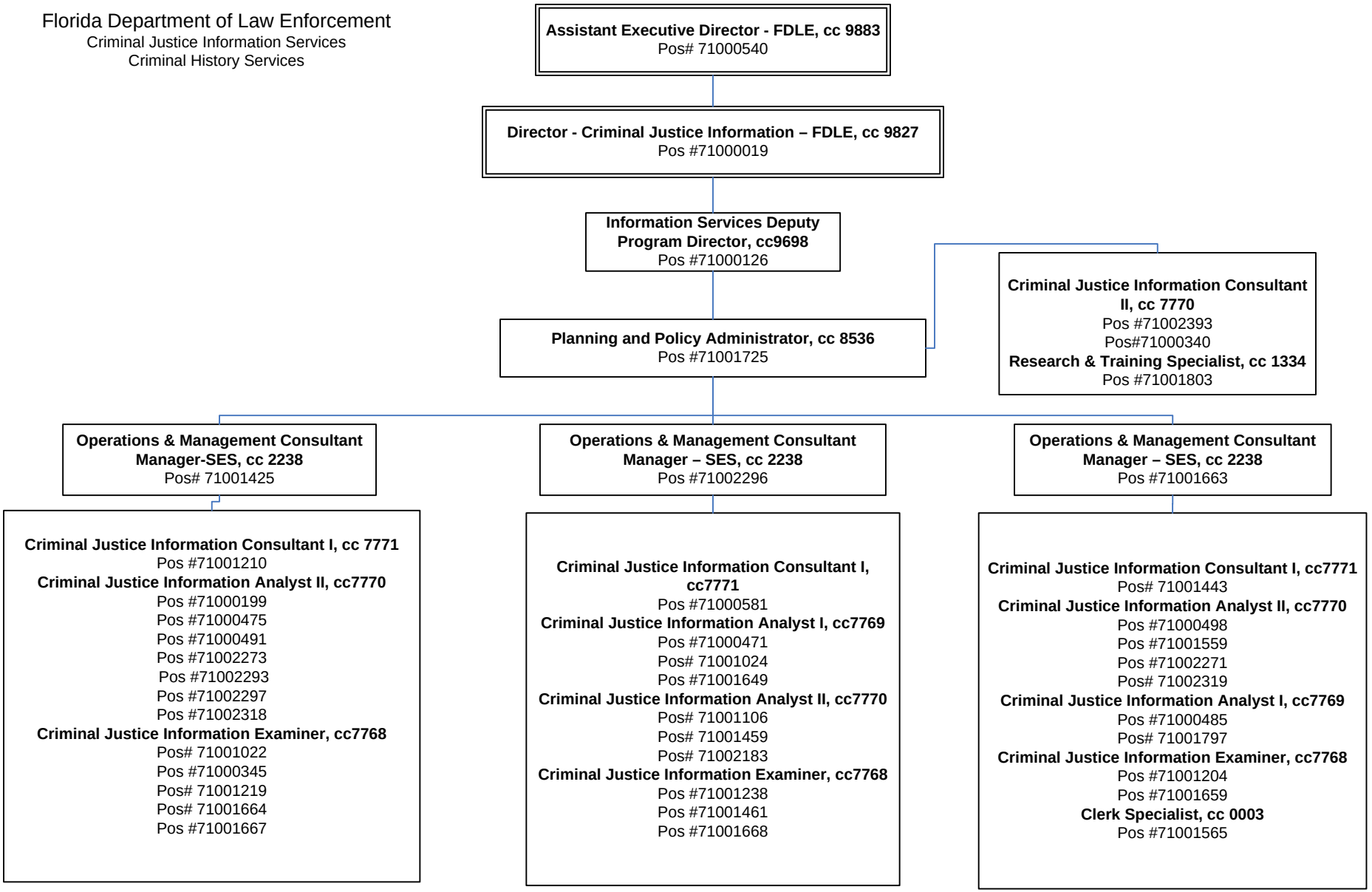
Florida Department of Law Enforcement
Criminal Justice Information Services
Office of Planning, Policy & Data Analysis

Florida Department of Law Enforcement
Criminal Justice Information Services
Administration



9/15/2020

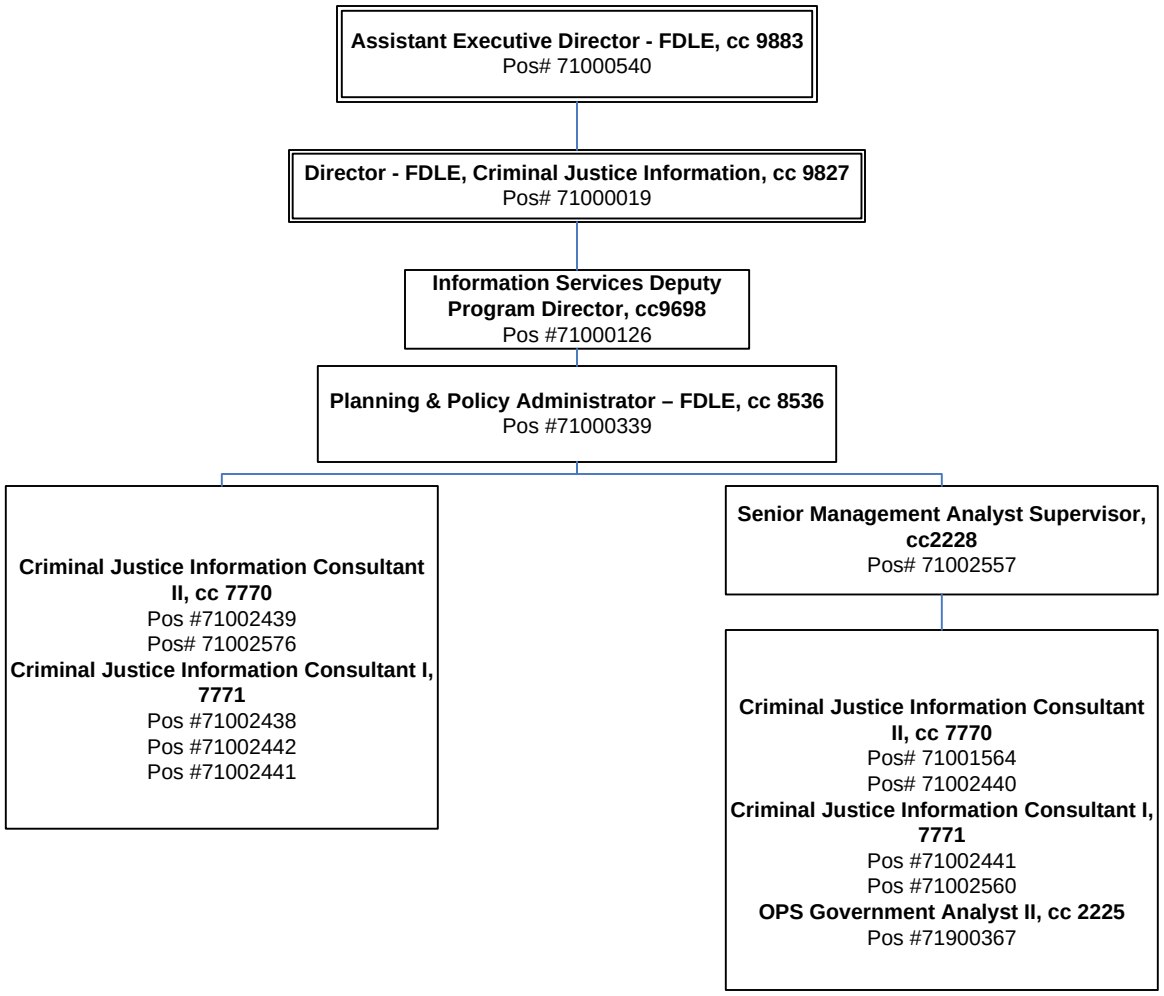
Florida Department of Law Enforcement
Criminal Justice Information Services
Criminal History Services



9/15/2020

Florida Department of Law Enforcement
Criminal Justice Information Services
Projects

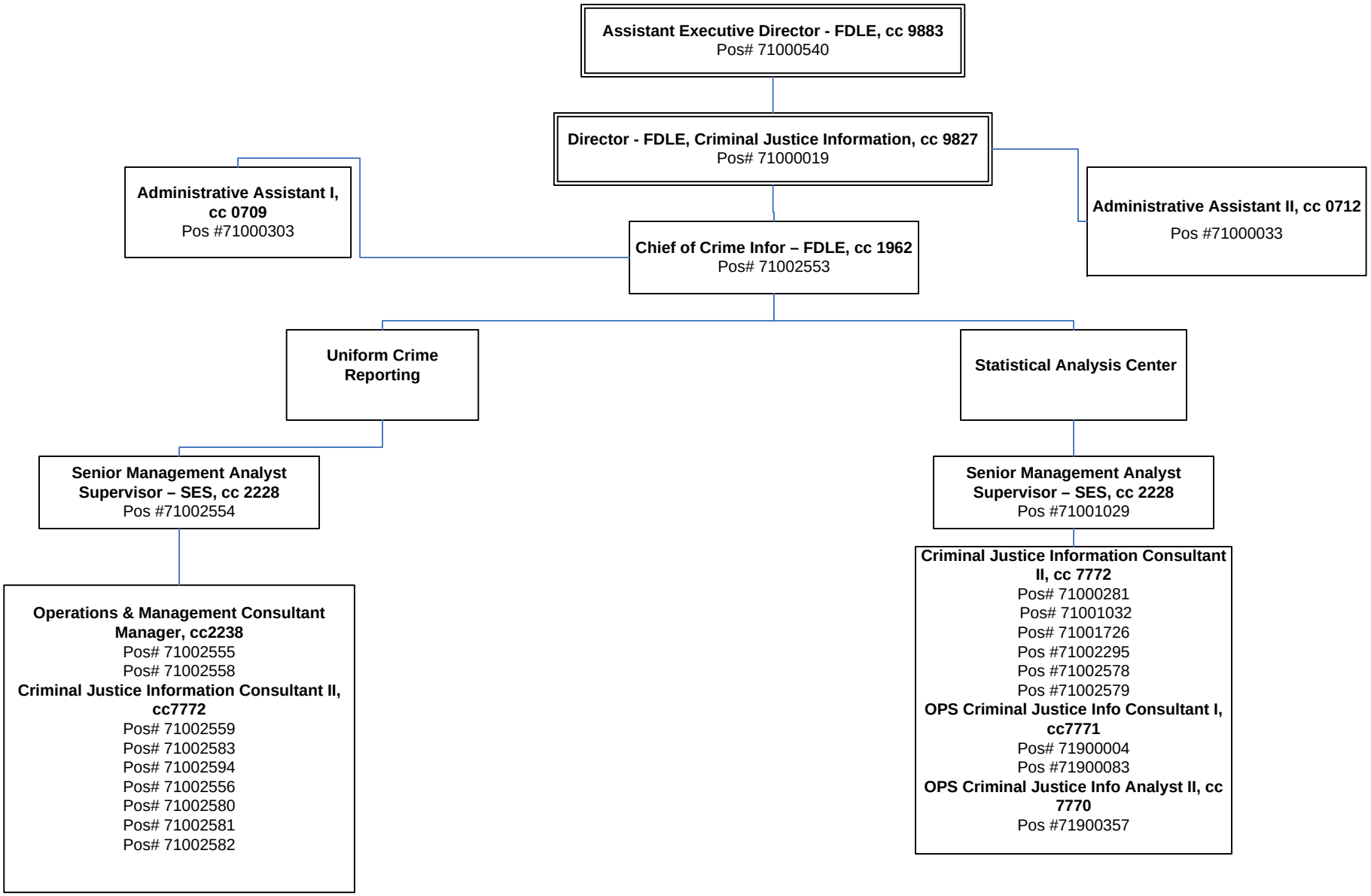
Florida Department of Law Enforcement
Criminal Justice Information Services
Projects Section



9/15/2020

Florida Department of Law Enforcement
Criminal Justice Information Services
Criminal Justice Analytics Bureau

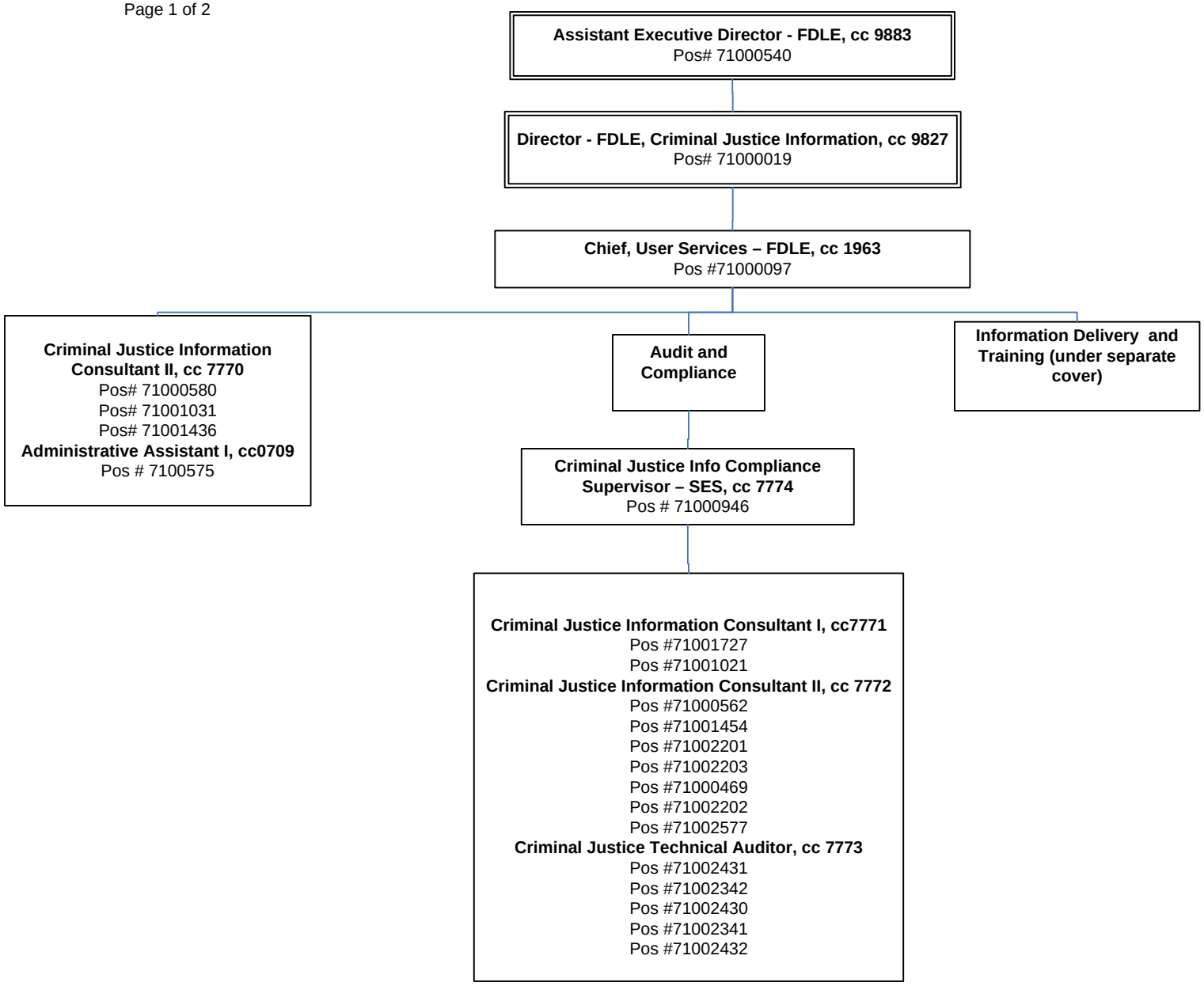
Florida Department of Law Enforcement
Criminal Justice Information Services
Administration



9/15/2020

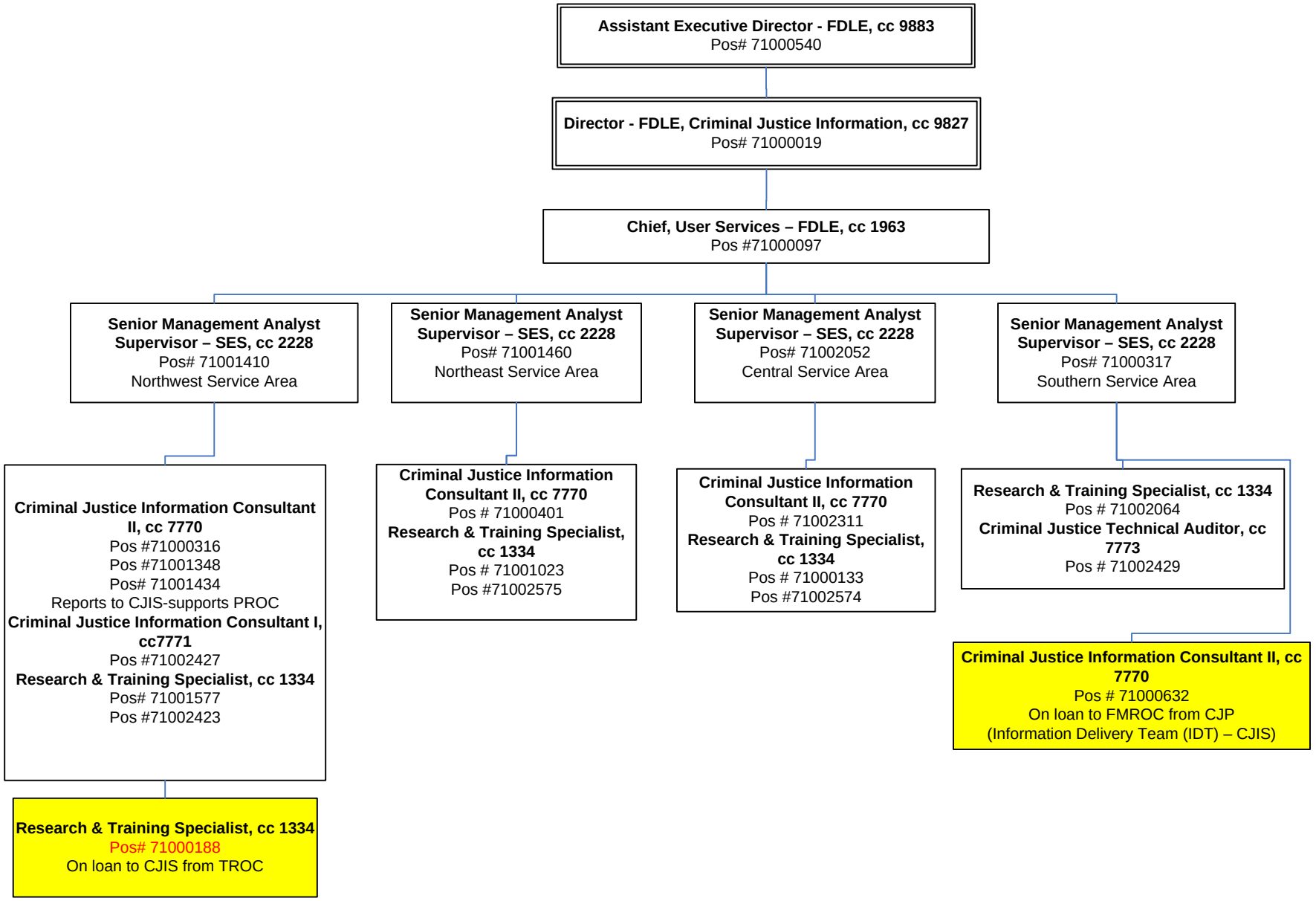
Florida Department of Law Enforcement
Criminal Justice Information Services
Field Services Bureau

Florida Department of Law Enforcement
Criminal Justice Information Services
Field Services



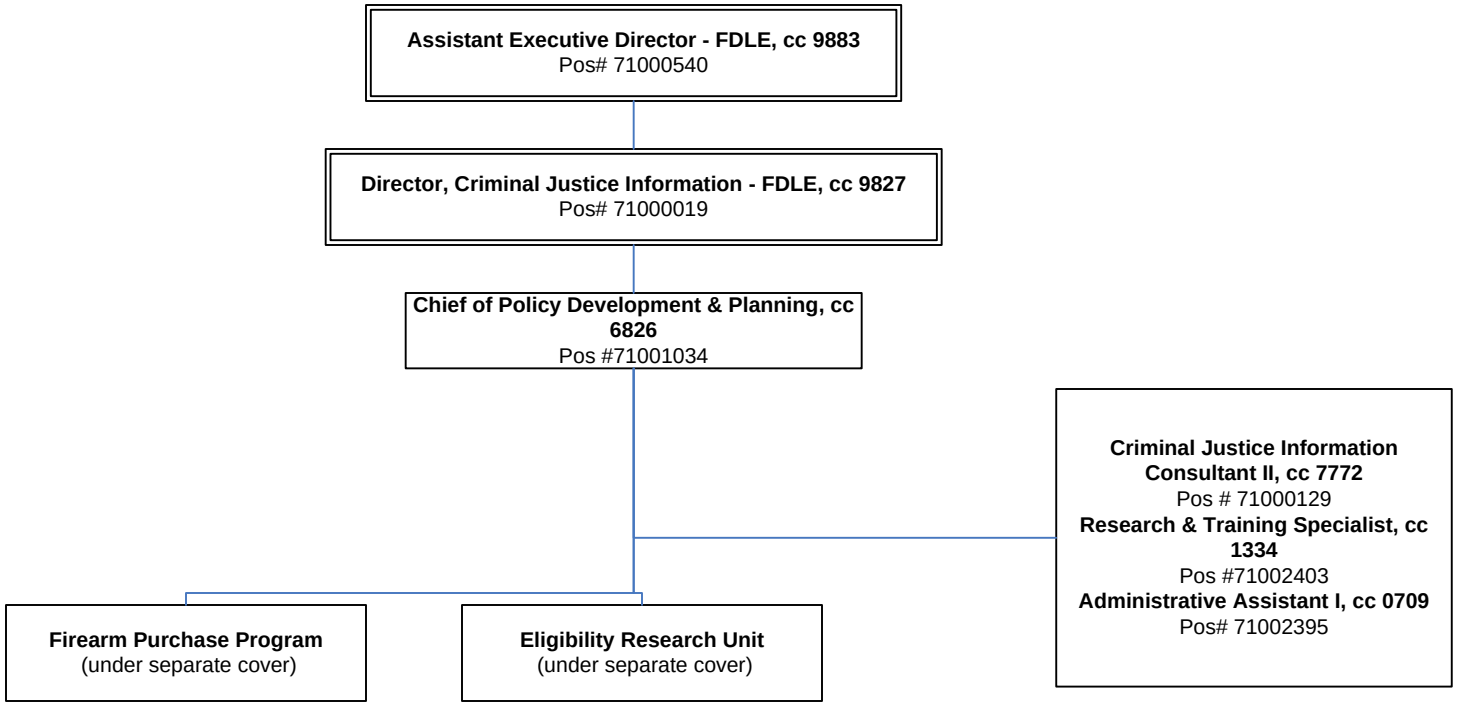
Florida Department of Law Enforcement
Criminal Justice Information Services
Field Services Bureau
Page 2 of 2

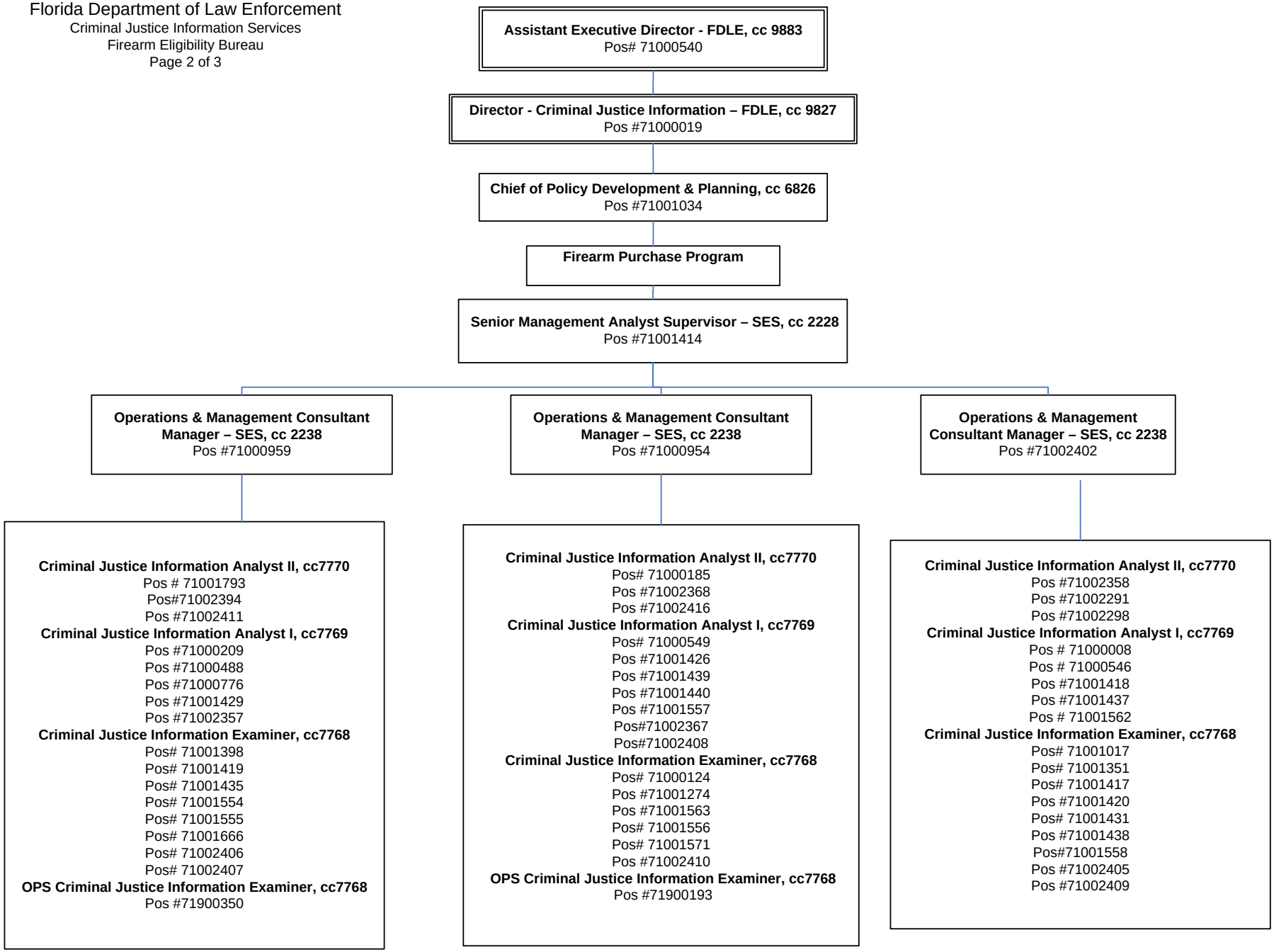
Florida Department of Law Enforcement
Criminal Justice Information Services
Field Services



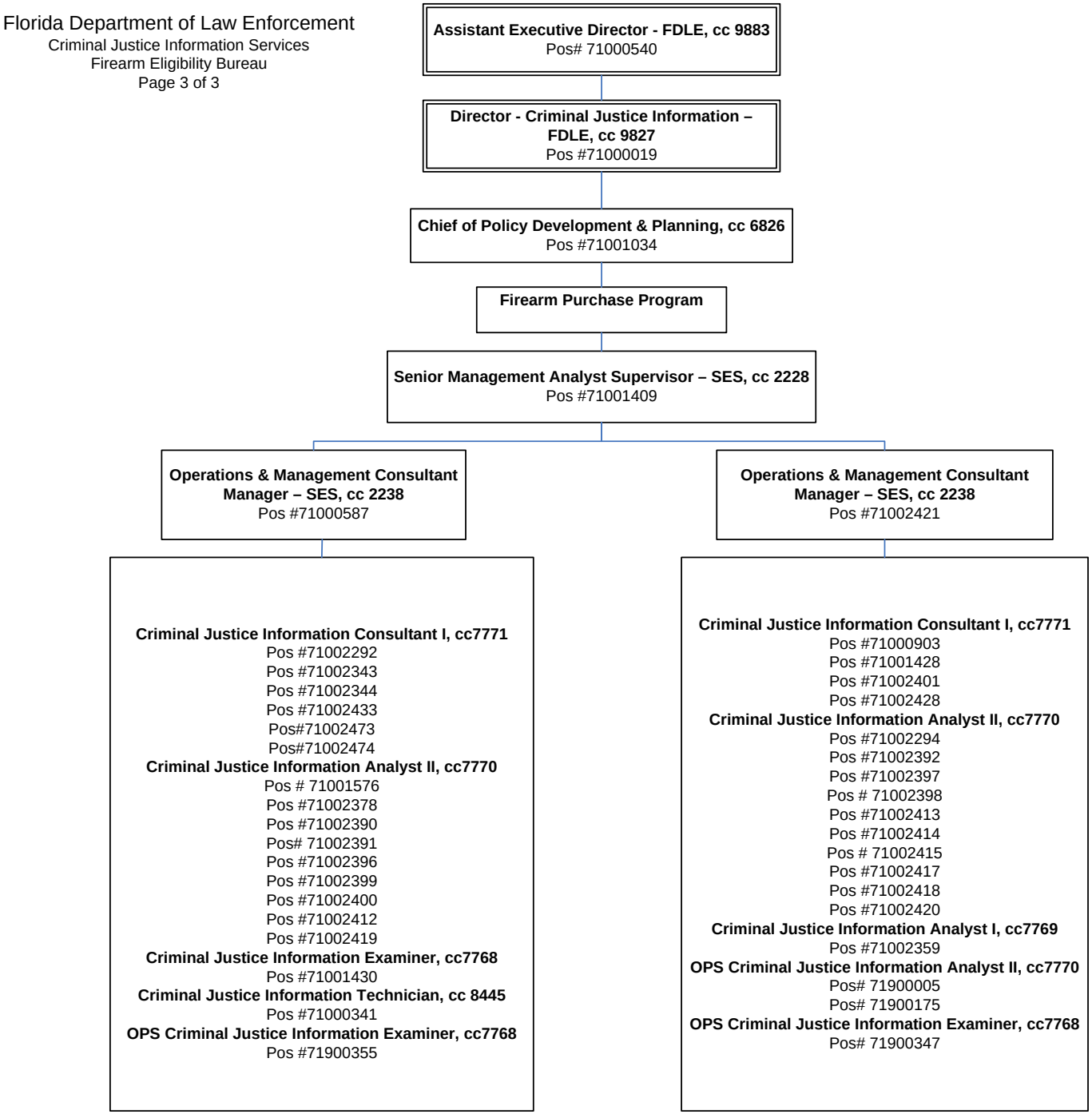
9/15/2020

Florida Department of Law Enforcement
Criminal Justice Information Services
Firearm Eligibility Bureau

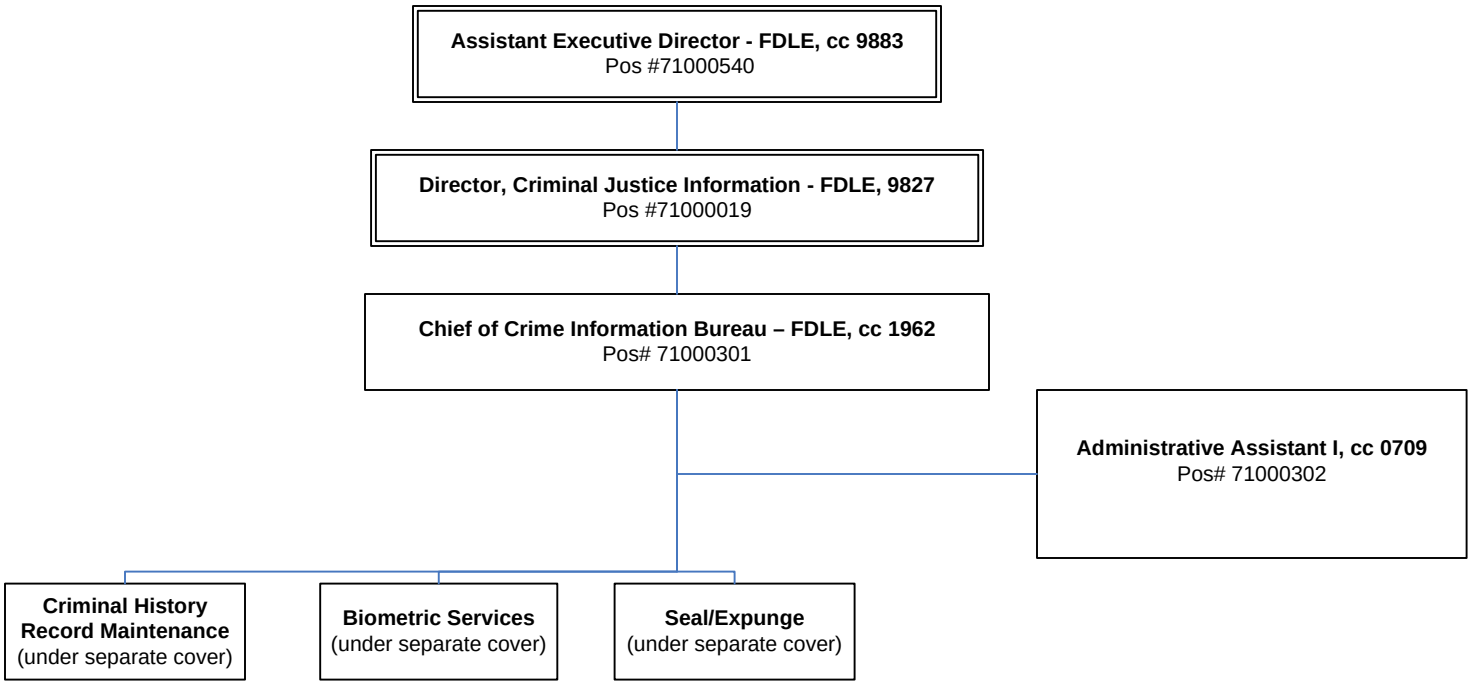


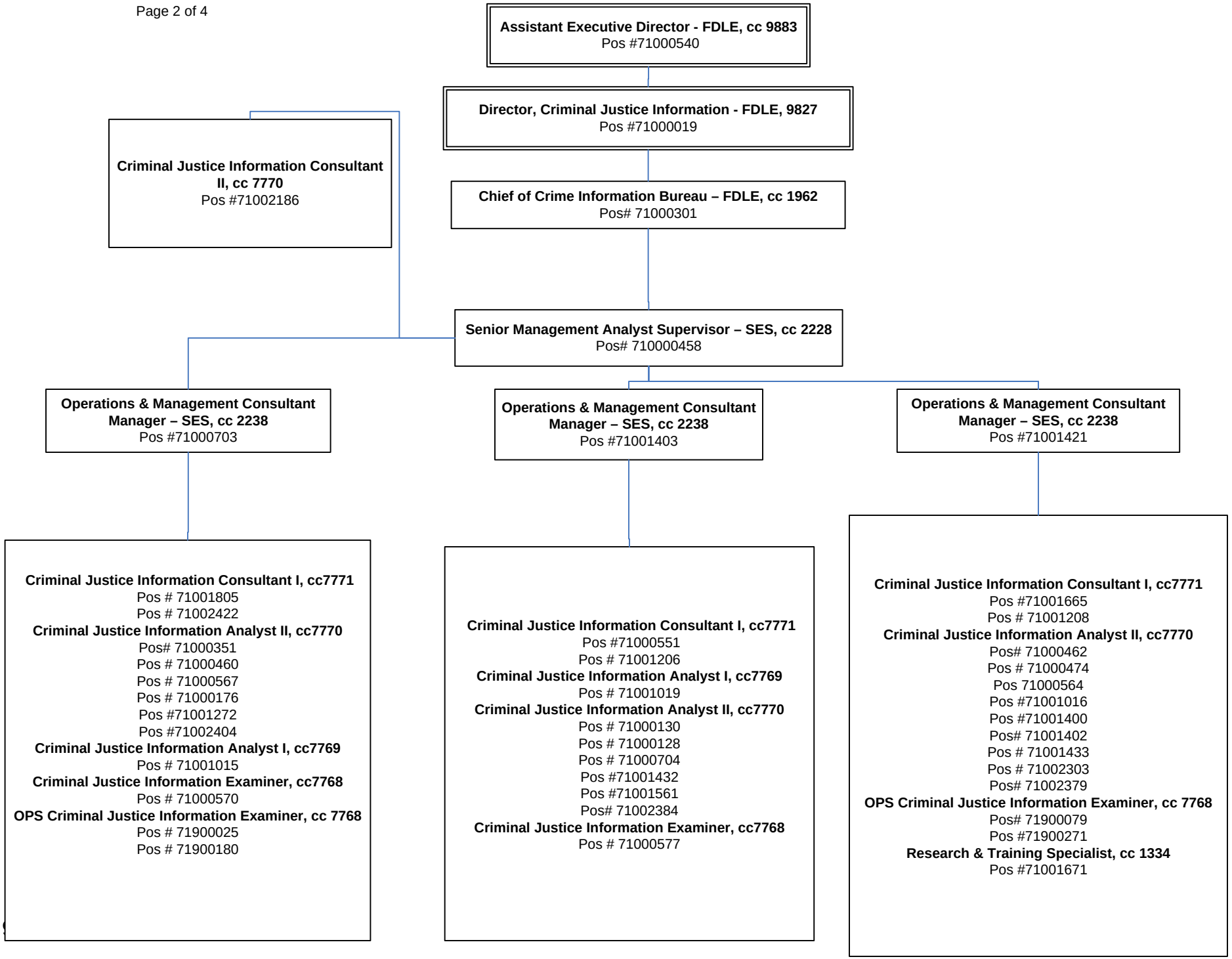

Assistant Executive Director - FDLE, cc 9883
Pos# 71000540
Director - Criminal Justice Information – FDLE, cc 9827
Pos #71000019
Chief of Policy Development & Planning, cc 6826
Pos #71001034
Firearm Purchase Program
Senior Management Analyst Supervisor – SES, cc 2228
Pos #71001414
Operations & Management Consultant Manager – SES, cc 2238
Pos #71000959
Operations & Management Consultant Manager – SES, cc 2238
Pos #71000954
Operations & Management Consultant Manager – SES, cc 2238
Pos #71002402
Criminal Justice Information Analyst II, cc7770
Pos # 71001793
Pos#71002394
Pos #71002411
Criminal Justice Information Analyst I, cc7769
Pos #71000209
Pos #71000488
Pos #71000776
Pos #71001429
Pos #71002357
Criminal Justice Information Examiner, cc7768
Pos# 71001398
Pos# 71001419
Pos# 71001435
Pos# 71001554
Pos# 71001555
Pos# 71001666
Pos# 71002406
Pos# 71002407
OPS Criminal Justice Information Examiner, cc7768
Pos #71900350
Criminal Justice Information Analyst II, cc7770
Pos# 71000185
Pos #71002368
Pos #71002416
Criminal Justice Information Analyst I, cc7769
Pos# 71000549
Pos #71001426
Pos #71001439
Pos #71001440
Pos #71001557
Pos#71002367
Pos#71002408
Criminal Justice Information Examiner, cc7768
Pos# 71000124
Pos #71001274
Pos #71001563
Pos# 71001556
Pos# 71001571
Pos #71002410
OPS Criminal Justice Information Examiner, cc7768
Pos #71900193
Criminal Justice Information Analyst II, cc7770
Pos #71002358
Pos #71002291
Pos #71002298
Criminal Justice Information Analyst I, cc7769
Pos # 71000008
Pos # 71000546
Pos #71001418
Pos #71001437
Pos # 71001562
Criminal Justice Information Examiner, cc7768
Pos# 71001017
Pos# 71001351
Pos# 71001417
Pos #71001420
Pos# 71001431
Pos #71001438
Pos#71001558
Pos #71002405
Pos #71002409

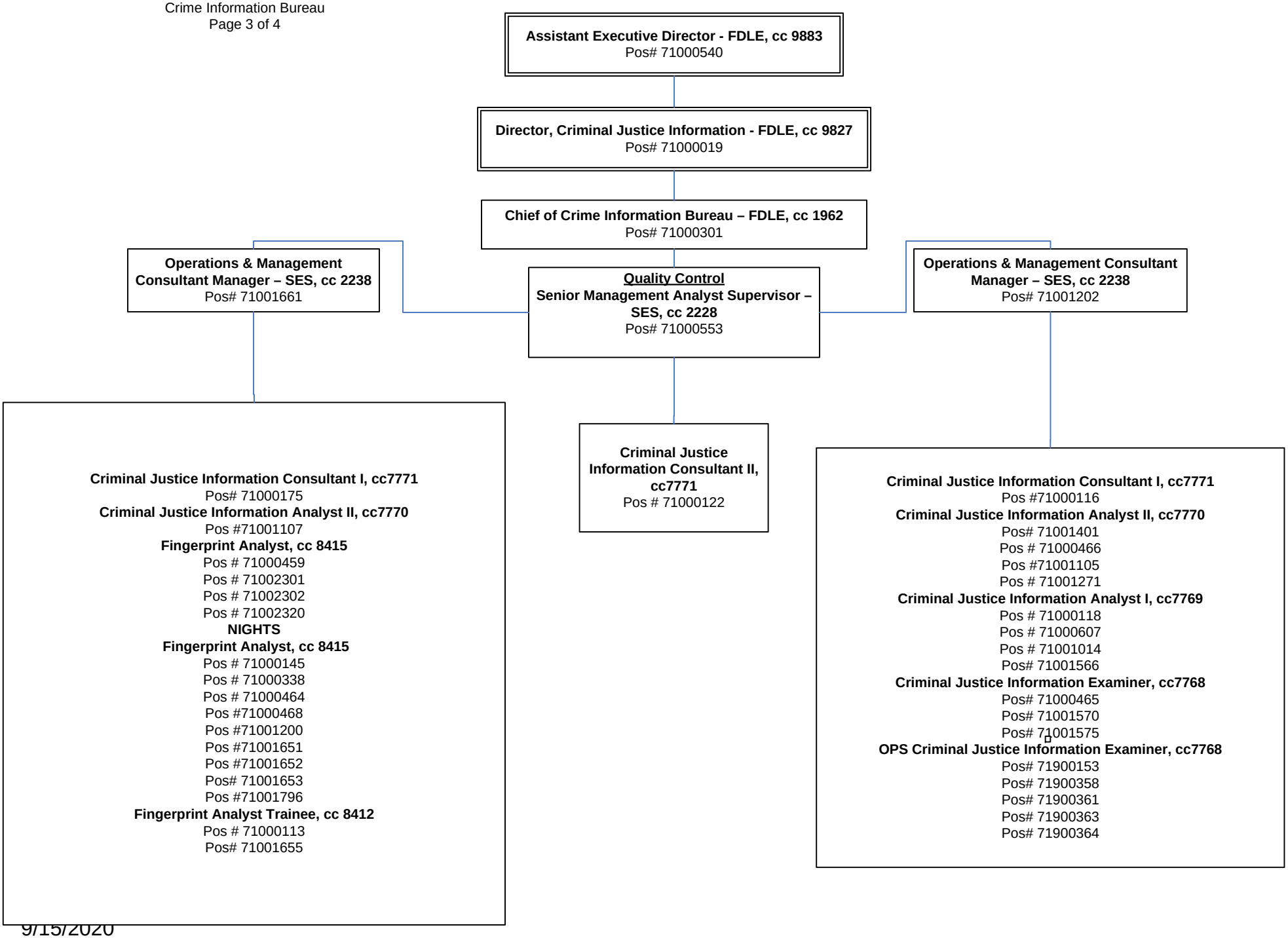
Florida Department of Law Enforcement
Criminal Justice Information Services
Firearm Eligibility Bureau

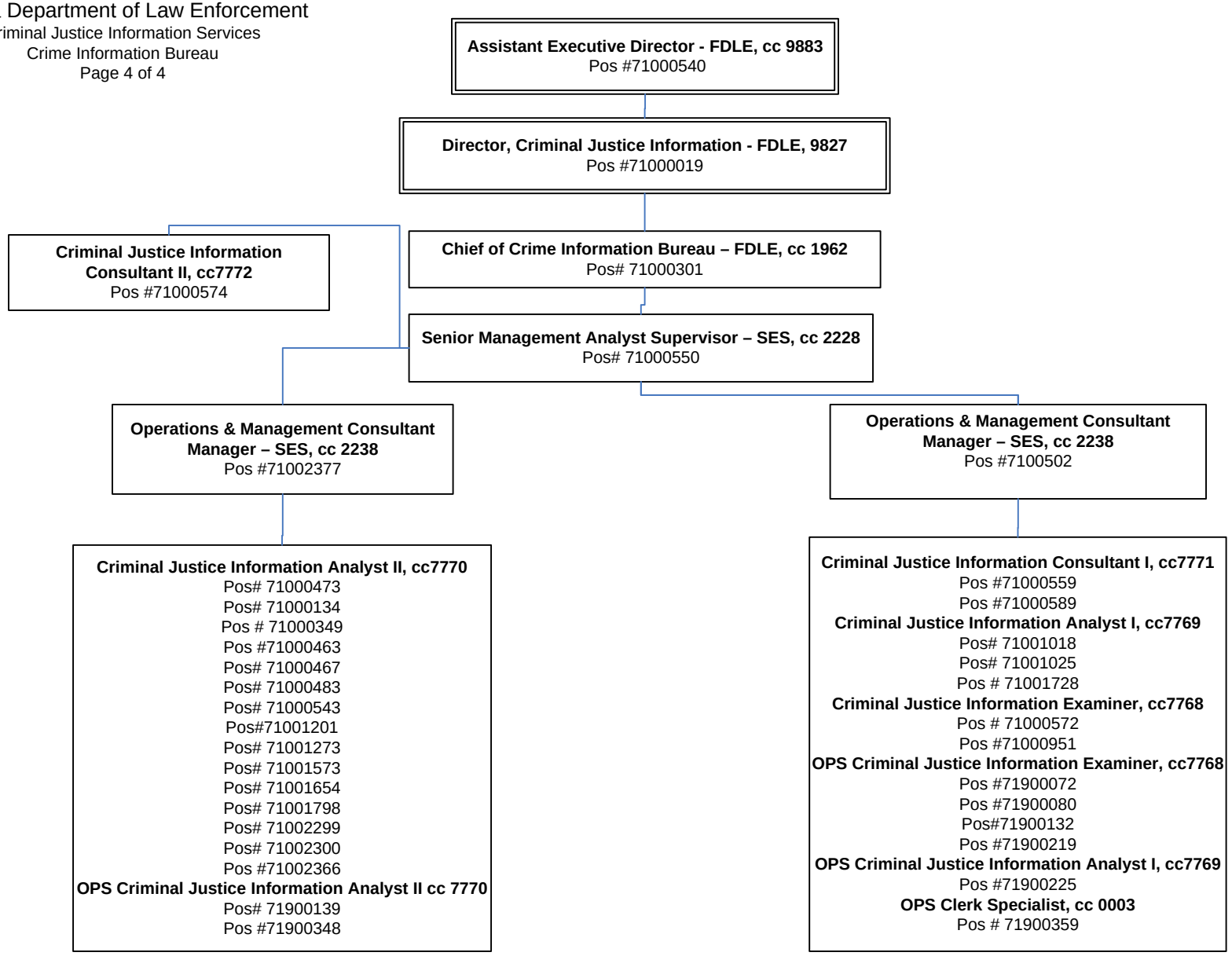


Florida Department of Law Enforcement
Criminal Justice Information Services
Crime Information Bureau




Assistant Executive Director - FDLE, cc 9883
Pos #71000540
Director, Criminal Justice Information - FDLE, 9827
Pos #71000019
Criminal Justice Information Consultant II, cc 7770
Pos #71002186
Chief of Crime Information Bureau – FDLE, cc 1962
Pos# 71000301
Senior Management Analyst Supervisor – SES, cc 2228
Pos# 710000458
Operations & Management Consultant Manager – SES, cc 2238
Pos #71000703
Operations & Management Consultant Manager – SES, cc 2238
Pos #71001403
Operations & Management Consultant Manager – SES, cc 2238
Pos #71001421
Criminal Justice Information Consultant I, cc7771
Pos # 71001805
Pos # 71002422
Criminal Justice Information Analyst II, cc7770
Pos# 71000351
Pos # 71000460
Pos # 71000567
Pos # 71000176
Pos #71001272
Pos #71002404
Criminal Justice Information Analyst I, cc7769
Pos # 71001015
Criminal Justice Information Examiner, cc7768
Pos # 71000570
OPS Criminal Justice Information Examiner, cc 7768
Pos # 71900025
Pos # 71900180
Criminal Justice Information Consultant I, cc7771
Pos #71000551
Pos # 71001206
Criminal Justice Information Analyst I, cc7769
Pos # 71001019
Criminal Justice Information Analyst II, cc7770
Pos # 71000130
Pos # 71000128
Pos # 71000704
Pos #71001432
Pos #71001561
Pos# 71002384
Criminal Justice Information Examiner, cc7768
Pos # 71000577
Criminal Justice Information Consultant I, cc7771
Pos #71001665
Pos # 71001208
Criminal Justice Information Analyst II, cc7770
Pos# 71000462
Pos # 71000474
Pos 71000564
Pos #71001016
Pos #71001400
Pos# 71001402
Pos # 71001433
Pos # 71002303
Pos# 71002379
OPS Criminal Justice Information Examiner, cc 7768
Pos# 71900079
Pos #71900271
Research & Training Specialist, cc 1334
Pos #71001671

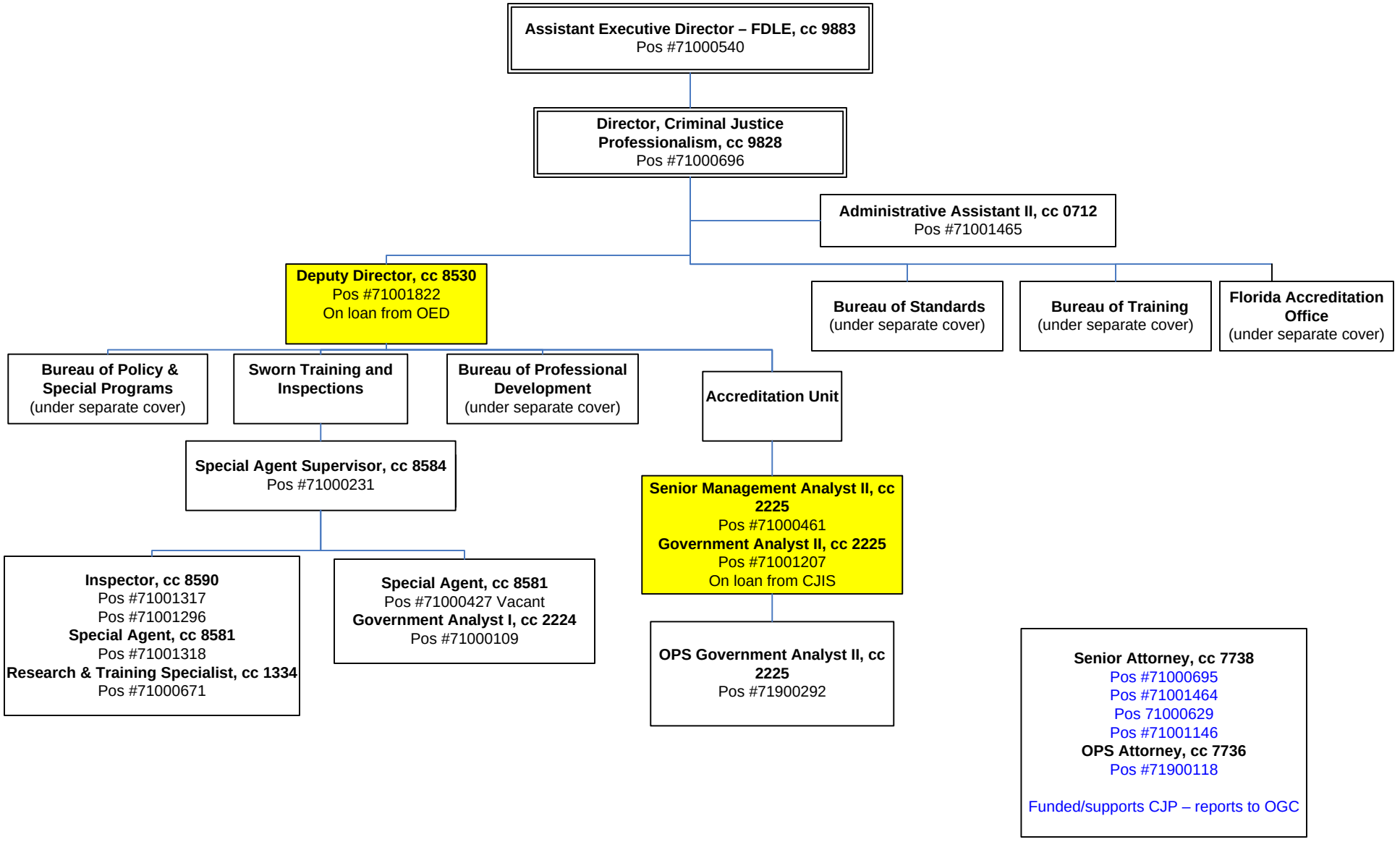

Assistant Executive Director - FDLE, cc 9883
Pos# 71000540
Director, Criminal Justice Information - FDLE, cc 9827
Pos# 71000019
Chief of Crime Information Bureau – FDLE, cc 1962
Pos# 71000301
Operations & Management Consultant Manager – SES, cc 2238
Pos# 71001661
Quality Control
Senior Management Analyst Supervisor – SES, cc 2228
Pos# 71000553
Operations & Management Consultant Manager – SES, cc 2238
Pos# 71001202
Criminal Justice Information Consultant I, cc7771
Pos# 71000175
Criminal Justice Information Analyst II, cc7770
Pos #71001107
Fingerprint Analyst, cc 8415
Pos # 71000459
Pos # 71002301
Pos # 71002302
Pos # 71002320
NIGHTS
Fingerprint Analyst, cc 8415
Pos # 71000145
Pos # 71000338
Pos # 71000464
Pos #71000468
Pos #71001200
Pos #71001651
Pos #71001652
Pos# 71001653
Pos #71001796
Fingerprint Analyst Trainee, cc 8412
Pos # 71000113
Pos# 71001655
Criminal Justice Information Consultant II, cc7771
Pos # 71000122
Criminal Justice Information Consultant I, cc7771
Pos #71000116
Criminal Justice Information Analyst II, cc7770
Pos# 71001401
Pos # 71000466
Pos #71001105
Pos # 71001271
Criminal Justice Information Analyst I, cc7769
Pos # 71000118
Pos # 71000607
Pos # 71001014
Pos# 71001566
Criminal Justice Information Examiner, cc7768
Pos# 71000465
Pos# 71001570
Pos# 71001575
OPS Criminal Justice Information Examiner, cc7768
Pos# 71900153
Pos# 71900358
Pos# 71900361
Pos# 71900363
Pos# 71900364


Assistant Executive Director - FDLE, cc 9883
Pos #71000540
Director, Criminal Justice Information - FDLE, 9827
Pos #71000019
Criminal Justice Information Consultant II, cc7772
Pos #71000574
Chief of Crime Information Bureau – FDLE, cc 1962
Pos# 71000301
Senior Management Analyst Supervisor – SES, cc 2228
Pos# 71000550
Operations & Management Consultant Manager – SES, cc 2238
Pos #71002377
Operations & Management Consultant Manager – SES, cc 2238
Pos #7100502
Criminal Justice Information Analyst II, cc7770
Pos# 71000473
Pos# 71000134
Pos # 71000349
Pos #71000463
Pos# 71000467
Pos# 71000483
Pos# 71000543
Pos#71001201
Pos# 71001273
Pos# 71001573
Pos# 71001654
Pos# 71001798
Pos# 71002299
Pos# 71002300
Pos #71002366
OPS Criminal Justice Information Analyst II cc 7770
Pos# 71900139
Pos #71900348
Criminal Justice Information Consultant I, cc7771
Pos #71000559
Pos #71000589
Criminal Justice Information Analyst I, cc7769
Pos# 71001018
Pos# 71001025
Pos # 71001728
Criminal Justice Information Examiner, cc7768
Pos # 71000572
Pos #71000951
OPS Criminal Justice Information Examiner, cc7768
Pos #71900072
Pos #71900080
Pos#71900132
Pos #71900219
OPS Criminal Justice Information Analyst I, cc7769
Pos #71900225
OPS Clerk Specialist, cc 0003
Pos # 71900359

Florida Department of Law Enforcement

Criminal Justice Professionalism

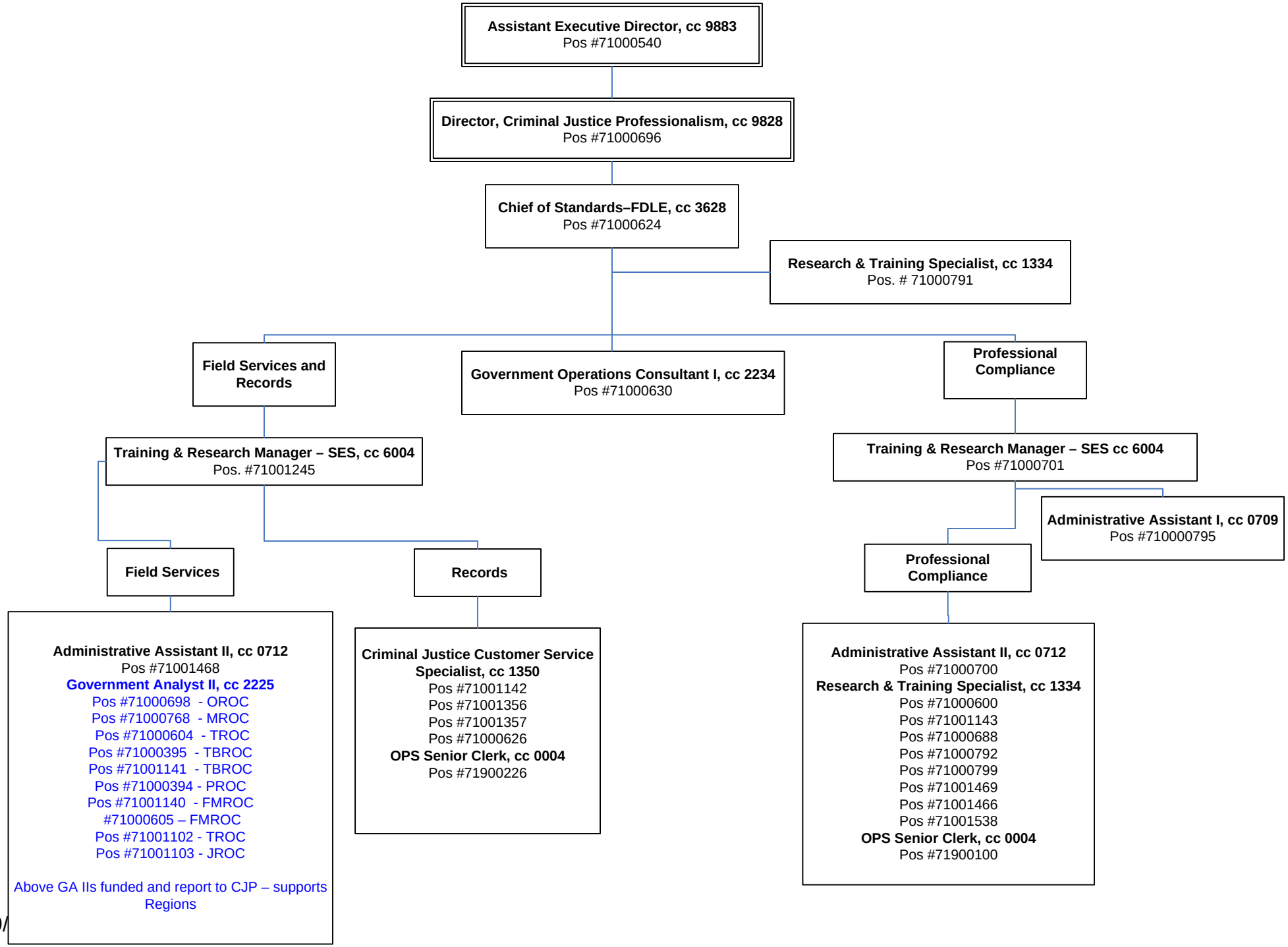
Director's Office



9/15/2020

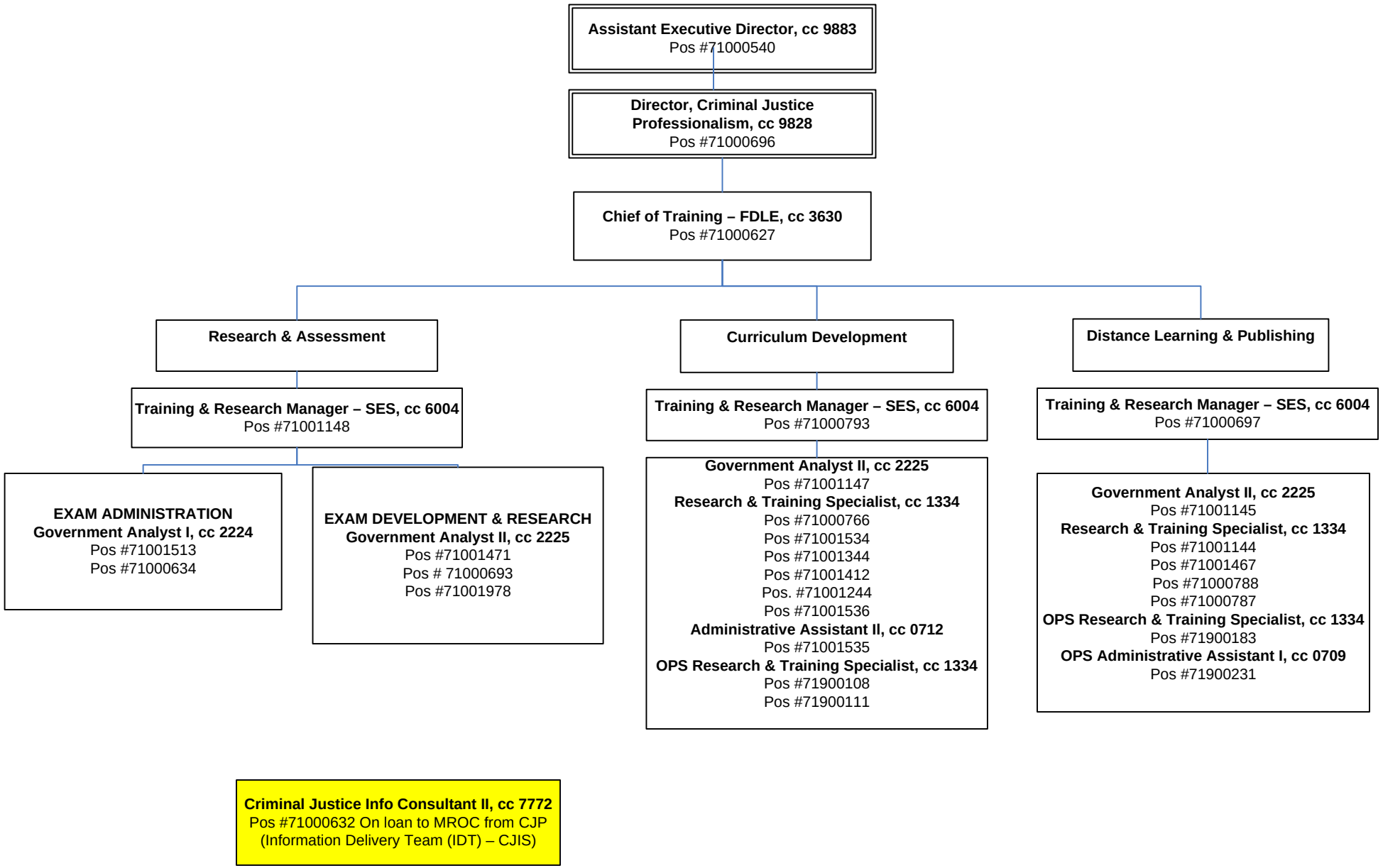
Florida Department of Law Enforcement

Criminal Justice Professionalism
Bureau of Standards



Florida Department of Law Enforcement

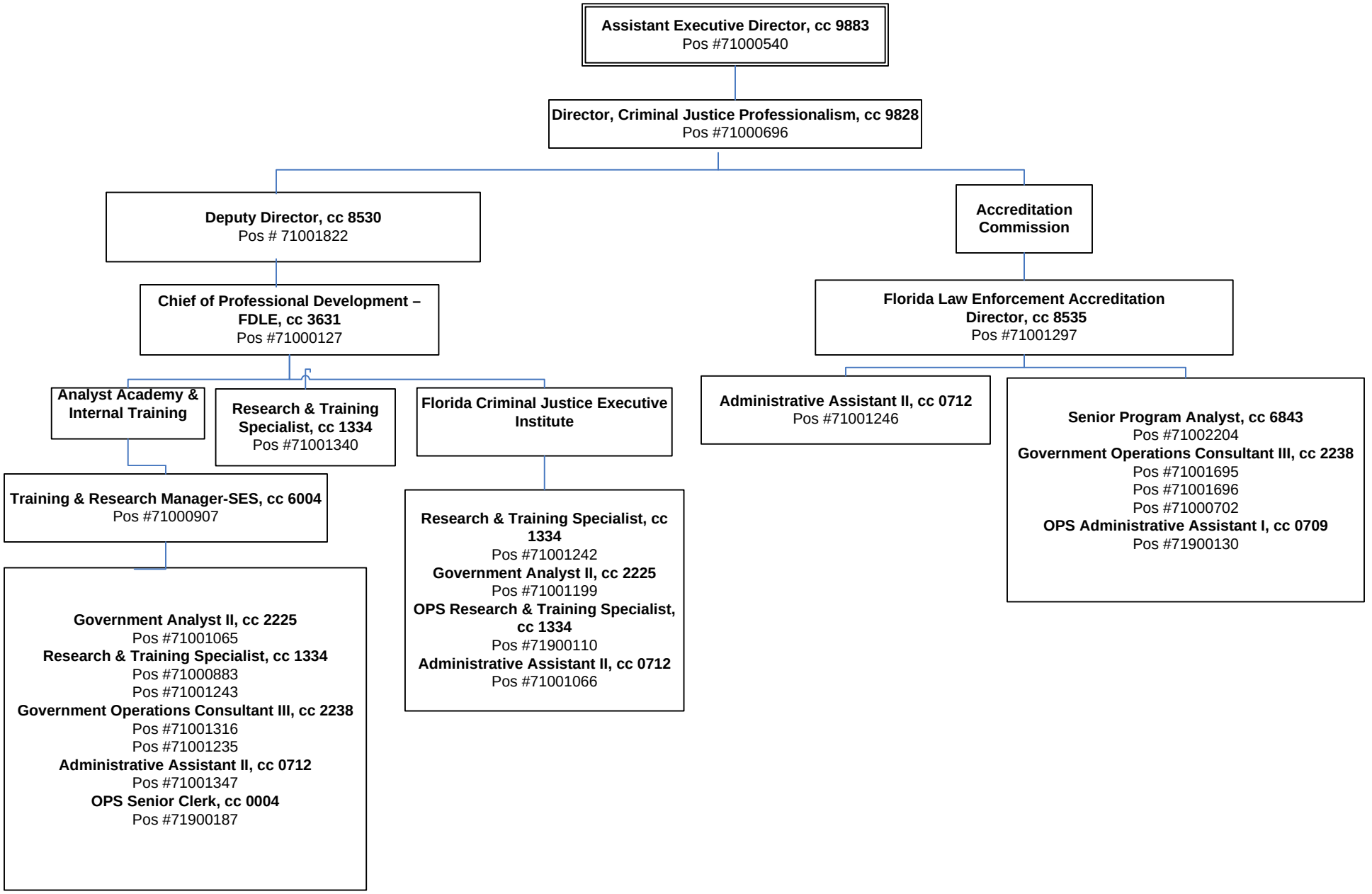
Criminal Justice Professionalism
Bureau of Training



9/15/2020

Florida Department of Law Enforcement

Criminal Justice Professionalism
Bureau of Professional Development

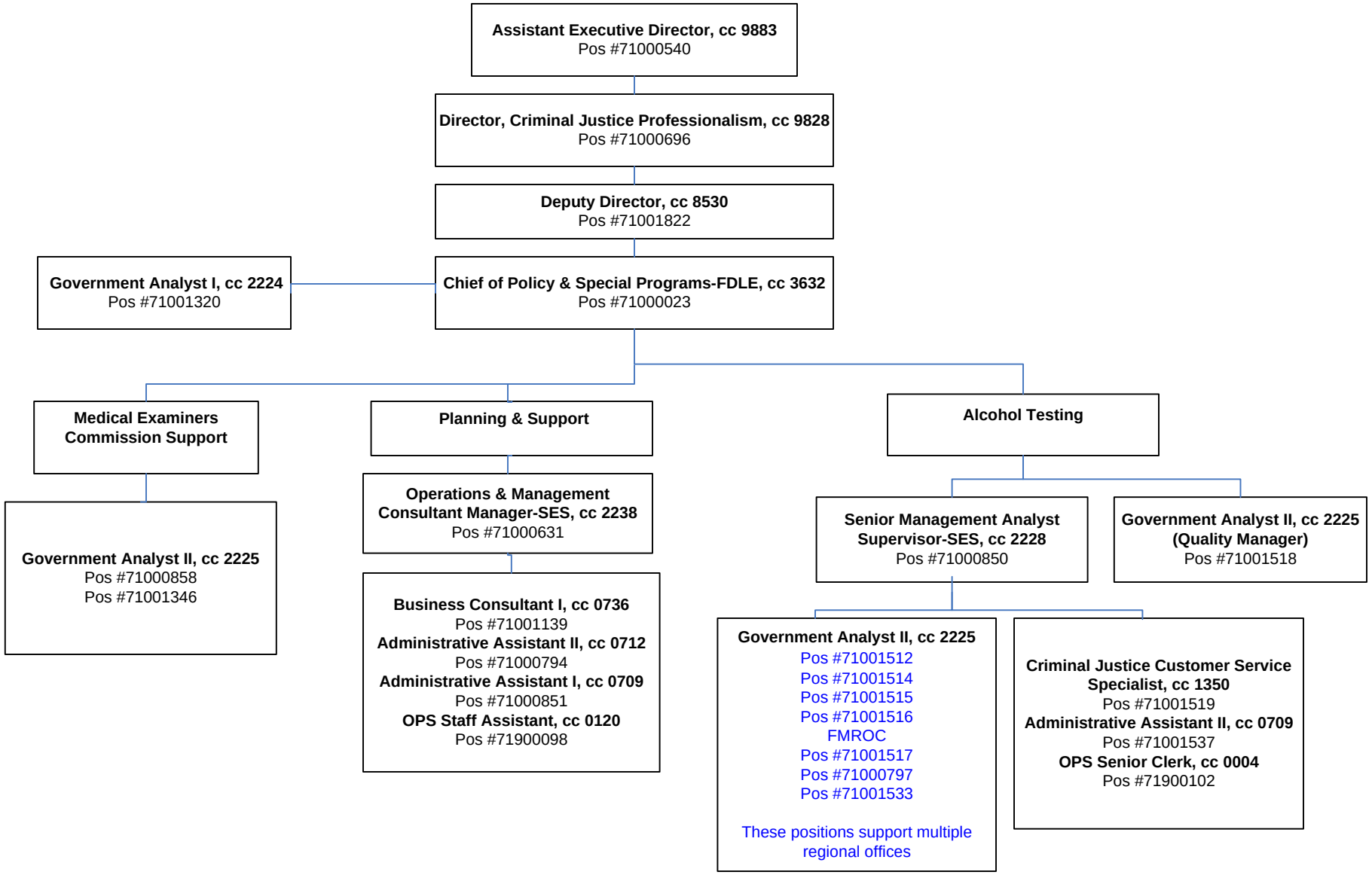


9/15/2020

Florida Department of Law Enforcement

Criminal Justice Professionalism

Bureau of Policy & Special Programs



9/15/2020

LAW ENFORCEMENT, DEPARTMENT OF

SECTION I: BUDGET	FISCAL YEAR 2019-20 OPERATING	FIXED CAPITAL OUTLAY
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT	294,760,217	8,335,000
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)	24,845,786	-6,535,000
FINAL BUDGET FOR AGENCY	319,606,003	1,800,000

SECTION II: ACTIVITIES * MEASURES	Number of Units	*(1) Unit Cost*	*(2) Expenditures (Allocated)*	*(3) FCO*
Executive Direction, Administrative Support and Information Technology (2)				0
Capitol Complex Security * Number of calls for Capitol Police services	4,773	1,994.03	9,517,520	
DNA Database * Number of DNA samples added to the DNA Database	91,561	43.96	4,025,377	
Crime Laboratory Services * Number of lab service requests completed	76,970	789.95	60,802,713	
Investigative Services * Number of criminal investigations	2,093	42,086.82	88,087,715	
Domestic Security * Number of domestic security activities	1,993	3,255.59	6,488,399	
Intelligence Initiatives * Number of intelligence reports	14,839	274.26	4,069,806	
Missing Persons * Number of missing persons intelligence checks conducted	26,956	55.04	1,483,623	
Sexual Predator Tracking and Information * Number of registered sexual predator/offender case reviews completed	847	3,802.23	3,220,487	
Criminal History Information * Number of criminal history record checks processed	3,778,689	3.96	14,950,110	
Criminal History Creation and Maintenance * Number of arrest records created and maintained	27,899,164	0.63	17,677,315	
Officer Compliance * Number of criminal justice officer disciplinary actions.	410	11,106.11	4,553,507	
Officer Records Management * Number of professional law enforcement certificates issued	18,466	79.56	1,469,079	
Criminal Justice Training * Number of individuals who pass the basic professional certification examination	6,352	974.82	6,192,083	
TOTAL			222,537,734	

SECTION III: RECONCILIATION TO BUDGET			
PASS THROUGHS			
TRANSFER - STATE AGENCIES		1,234,417	
AID TO LOCAL GOVERNMENTS		9,735,527	1,800,000
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS			
OTHER (Federal Grants to both State and Local Governmental Entities)		19,602,794	
REVERSIONS		66,496,029	681
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)		319,606,501	1,800,681

SCHEDULE XI/EXHIBIT VI: AGENCY-LEVEL UNIT COST SUMMARY

(1) Some activity unit costs may be overstated due to the allocation of double budgeted items.

(2) Expenditures associated with Executive Direction, Administrative Support and Information Technology have been allocated based on FTE. Other allocation methodologies could result in significantly different unit costs per activity.

(3) Information for FCO depicts amounts for current year appropriations only. Additional information and systems are needed to develop meaningful FCO unit costs.

(4) Final Budget for Agency and Total Budget for Agency may not equal due to rounding.

SCHEDULE XIII
PROPOSED CONSOLIDATED FINANCING OF DEFERRED-PAYMENT COMMODITY CONTRACTS

Contact Information
Agency: Florida Department of Law Enforcement
Name:
Phone:
E-mail address:

Deferred-payment commodity contracts are approved by the Department of Financial Services (department). The rules governing these contracts are in Chapter 69I-3, *Florida Administrative Code* and may be accessed via the following website https://www.flrules.org/gateway/ChapterHome.asp?Chapter=69I-3 . Information on the program and other associated information on the Consolidated Equipment Financing Program and Guaranteed Energy Savings Contracts may be accessed via the following website http://www.myfloridacfo.com/Division/AA/StateAgencies/default.htm under the Financing tab.

For each proposed deferred-payment commodity contract that exceeds the threshold for Category IV as defined in Section 287.017, *Florida Statutes*, complete the following information and submit Department of Financial Services forms Lease Checklist DFS-A1-411 and CEFP Checklist DFS-A1-410 with this schedule.

1.	**Commodities proposed for purchase.**
2.	**Describe and justify the need for the deferred-payment commodity contract including guaranteed energy performance savings contracts.**
3.	**Summary of one-time payment versus financing analysis including a summary amortization schedule for the financing by fiscal year (amortization schedule and analysis detail may be attached separately).**
4.	**Identify base budget proposed for payment of contract and/or issue code and title of budget request if increased authority is required for payment of the contract.**

Schedule XIV
Variance from Long Range Financial Outlook

Agency: **Florida Department of Law Enforcement** **Contact:** **Cynthia Barr**

Article III, Section 19(a)3, Florida Constitution, requires each agency Legislative Budget Request to be based upon and reflect the long range financial outlook adopted by the Joint Legislative Budget Commission or to explain any variance from the outlook.

1) Does the long range financial outlook adopted by the Joint Legislative Budget Commission in September 2020 contain revenue or expenditure estimates related to your agency?

Yes [ ] No [X]

2) If yes, please list the estimates for revenues and budget drivers that reflect an estimate for your agency for Fiscal Year 2021-2022 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2021-2022 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a				
b				
c				
d				
e				
f				

3) If your agency's Legislative Budget Request does not conform to the long range financial outlook with respect to the revenue estimates (from your Schedule I) or budget drivers, please explain the variance(s) below.

* R/B = Revenue or Budget Driver

SCHEDULE IV-B FOR FLORIDA INCIDENT-BASED REPORTING SYSTEM (FIBRS) IMPLEMENTATION

For Fiscal Year 2021-2022

October 9, 2020

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

Contents

I. Schedule IV-B Cover Sheet 2
II. Schedule IV-B Business Case – Strategic Needs Assessment 3
A. Background and Strategic Needs Assessment 3
1. Business Need 3
2. Business Objectives 4
B. Baseline Analysis 5
1. Current Business Process(es) 5
2. Assumptions and Constraints 13
C. Proposed Business Process Requirements 13
1. Proposed Business Process Requirements 13
2. Business Solution Alternatives 15
3. Rationale for Selection 16
4. Recommended Business Solution 16
D. Functional and Technical Requirements 17
III. Success Criteria 19
IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis 22
A. Benefits Realization Table 22
B. Cost Benefit Analysis (CBA) 24
V. Schedule IV-B Major Project Risk Assessment 24
A. Risk Assessment Tool 25
VI. Schedule IV-B Technology Planning 26
A. Current Information Technology Environment 26
1. Current System 26
2. Information Technology Standards 31
B. Current Hardware and/or Software Inventory 31
C. Proposed Technical Solution 35
1. Technical Solution Alternatives 36
2. Rationale for Selection 37
3. Recommended Technical Solution 37
D. Proposed Solution Description 39
1. Summary Description of Proposed System 42
2. Resource and Summary Level Funding Requirements for Proposed Solution (if known) 44
E. Capacity Planning *(historical and current trends versus projected requirements)* 45
VII. Schedule IV-B Project Management Planning 47
VIII. Appendices 58

I. Schedule IV-B Cover Sheet

Schedule IV-B Cover Sheet and Agency Project Approval	
Agency: Florida Department of Law Enforcement	Schedule IV-B Submission Date: October 15, 2020
Project Name: Florida Incident-Based Reporting System (FIBRS)	Is this project included in the Agency's LRPP? ____ Yes __X__ No
FY 2021-22 LBR Issue Code: 36120C0	FY 2021-22 LBR Issue Title: Florida Incident-Based Reporting System (FIBRS)
Agency Contact for Schedule IV-B (Name, Phone #, and E-mail address): Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us	
AGENCY APPROVAL SIGNATURES	
I am submitting the attached Schedule IV-B in support of our legislative budget request. I have reviewed the estimated costs and benefits documented in the Schedule IV-B and believe the proposed solution can be delivered within the estimated time for the estimated costs to achieve the described benefits. I agree with the information in the attached Schedule IV-B.	
Agency Head: Printed Name: Richard Swearingen	Date: 10/15/2020
Agency Chief Information Officer (or equivalent): Printed Name: Joey Hornsby	Date: 10/15/2020
Budget Officer: Printed Name: Cynthia Barr	Date: 10/14/2020
Planning Officer: Printed Name: Sharon Wester	Date: 10/14/2020
Project Sponsor: Printed Name: Charles Schaeffer	Date: 10/14/2020
Schedule IV-B Preparers (Name, Phone #, and E-mail address):	
Business Need:	Reneé Strickland, 850-410-8195, ReneeStrickland@fdle.state.fl.us
Cost Benefit Analysis:	Danielle Rioux, 850-410-7245, DanielleRioux@fdle.state.fl.us
Risk Analysis:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us
Technology Planning:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us
Project Planning:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us

II. Schedule IV-B Business Case – Strategic Needs Assessment

A. Background and Strategic Needs Assessment

Purpose: To clearly articulate the business-related need(s) for the proposed project.

1. Business Need

Florida has participated in the Uniform Crime Reporting (UCR) program since 1971, collecting crime data and providing the information to the Federal Bureau of Investigation's (FBI) UCR program. There are approximately 400 Florida state and local agencies reporting UCR summary data to FDLE.

The FBI's UCR program is phasing out the Summary Reporting System (SRS) in 2021 in favor of incident-based crime reporting. It is necessary for states that report UCR summary data, such as Florida, to make the transition to incident-based crime reporting to participate in national crime reporting statistics and analytics.

Florida's state and local law enforcement agencies' eligibility for certain federal grant funds is dependent on submission of crime statistics to the FBI's "Crime in the U.S. Report". Beginning in 2021, the FBI will only accept incident-based crime data; therefore, Florida will need to submit the state's data in this new format to enable the law enforcement agencies to maintain their eligibility for annual federal funding.

To accommodate incident-based data, Florida's UCR Program must have a system capable of receiving and processing the data, as well as the capability to report in the National Incident Based Reporting System (NIBRS) format to the FBI.

Florida also generates and publishes crime statistical data for the state. While the current UCR SRS data could continue to be used for state statistics, summary data does not include the same level of detail, nor does it include all crime types that are included in NIBRS. Therefore, using summary data in Florida while all other states and the federal government transition to NIBRS would mean that Florida information could not be accurately report crime statistics compared to data from other states. Additionally, NIBRS provides higher quality and more accurate data along with additional context that agencies need to understand crime problems internally as well as to explain crime trends to their constituents.

NIBRS provides a mechanism to combine data from various law enforcement agencies to study multi-jurisdictional patterns and trends. While most law enforcement agencies have their own information systems with their data structures and codes, NIBRS standardizes the data across agencies so they can easily analyze across multiple jurisdictions.

The current data collection, analysis, validation, and dissemination processes are a mixture of manual and automated activities performed by many agency staff members that require the use of multiple, disparate information systems. Many of the processes associated with the summary reports are obsolete compared with current technical standards due to age and inflexible design characteristics. There are several areas where current processes do not meet end user needs. The FDLE staff depends greatly on manual processes to achieve business goals. Success depends on staff in approximately 400 agencies performing interdependent tasks in a timely and correct manner. Manual processes always carry the potential of introducing human error. Due to historical design constraints, it is not possible to upgrade the current disparate systems to meet the new requirements that would bring modern benefits in terms of both efficiency and timeliness of data to FDLE and its customers, such as elected officials, government agencies,

the general public, and the media.

Florida state and local law enforcement agencies currently submit separate data sets for UCR SRS, hate crime, domestic violence, human trafficking, and cargo theft based on Florida requirements. In addition, the FBI has recently established a process for collecting Use-of-Force data from law enforcement agencies. Many agencies also submit data to the Florida Data Sharing Project (FDSP) repositories, and the FDSP data set has significant overlap with these other data sets. Each of these data streams has its own data formats and processes for submitting data, and these disparate requirements add to the burden placed upon the staff at these agencies. While NIBRS includes human trafficking, cargo theft, hate crime, and domestic violence data, Florida collects additional data on hate crimes and domestic violence beyond what is required by NIBRS, and NIBRS does not include a significant portion of the necessary Use–of-Force data. Therefore, rather than requiring separate data streams to support NIBRS and non-NIBRS data requirements, Florida is using this opportunity to consolidate data submission to reduce the burden on state and local law enforcement agencies.

2. Business Objectives

In order to provide incident-based data to the FBI, continue grant eligibility for local agencies, and meet other state requirements, Florida must support the following business objectives:

- Provide a state-level repository to support the FBI's NIBRS data collection, the FBI's Use-of-Force data collection, Law Enforcement Information Exchange (LInX) data collection, the FBI's law enforcement employee count collection, and Florida specific data elements collected from state and local law enforcement agencies;
- Provide a mechanism for agencies that do not have a records management system (RMS) or whose RMS is not capable of submitting NIBRS data so that those agencies can provide incident data to the state;
- Ingest data from state and local law enforcement agencies per the FIBRS technical specifications that are based on the current NIEM XML standards;
- Automate the collection of law enforcement employee counts from state and local agencies for submission to the FBI;
- Perform data quality checks on received data to ensure it meets associated business rules and automate when applicable;
- Generate agency-level statistics from the received data for agency review, provide statistics equivalent to the UCR Summary for comparison purposes;
- Provide a mechanism for an agency to review the generated statistics, allowing the agency to update their data if necessary;
- Provide the ability to send automated submissions to NIBRS, Use-of-Force, and LInX;
- Provide the ability to generate canned and ad hoc statistics and reports;
- Manage agency information and points of contact for data review and data approval through a secure user interface;
- Support data transmissions through secure channels;
- Meet current FBI, FDLE, and state security requirements and support updates to security requirements;
- Provide a solution to meet capacity requirements, growth for future needs, and disaster recovery needs;
- Comply with current and subsequent updates to state and national retention requirements;
- Provide up to date training on solution functionalities;

- Provide the ability to audit all transactions and generate reports;
- Automate data quality checks;
- Support the certification process for national submissions; and
- Manage federal pass-through funds to agencies for implementing the technical requirements.

In addition to the objectives that are geared towards the submission of incident-based data to the FBI, Florida intends to support the following business objectives:

- Eliminate or improve manual and/or obsolete processes in the collection of data, formatting/reformatting of data, generation of statistics and reports, maintenance of agency information and points of contact, data review, and data approval;
- Consolidate and streamline data submission from state and local agencies to state, regional, and federal data repositories so that agencies are not responsible for multiple, disparate data submission processes;
- Eliminate standalone stovepipe data collection websites currently maintained by FDLE for collection of hate crime, human trafficking, and cargo theft data; and
- Provide an integrated mechanism for agencies to submit data to the FBI Use-of-Force repository.

B. Baseline Analysis

Purpose: To establish a basis for understanding the business processes, stakeholder groups, and current technologies that will be affected by the project and the level of business transformation that will be required for the project to be successful.

1. Current Business Process(es)

Background

The Department of Justice's (DOJ) FBI is responsible for the Uniform Crime Reporting (UCR) program. Title 28, Unites States Code 534 (a) and (c) (28 U.S.C. 534 (a) & (c)): Requires the FBI to collect and publish UCR data. The DOJ's Bureau of Justice Statistics (BJS) uses the data from the UCR program to generate national crime statistics. BJS is tasked with generating a representative sample of national crime data as part of the National Crime Statistics Exchange (NCS-X) program. The UCR program includes both SRS data as well as NIBRS. UCR S data has been collected since the 1930s, while NIBRS came online nationally in 1988.

Florida has participated in the UCR SRS program since 1971, collecting crime data and providing that data to the FBI UCR program. While Florida once reported incident-based data, for the last twenty years Florida has been reporting UCR summary data.

Approximately 400 state and local agencies report summary data to FDLE, with some agencies reporting data for their jurisdiction as well as other jurisdictions. The state and local law enforcement agencies submit summary data to FDLE; FDLE checks, compiles, and verifies the data, and then submits the State's summary data to the FBI UCR Program. The overall business process includes not just data submission to FDLE or the FBI, but also the management of agencies and users who submit data through the FDLE UCR SRS, data validation, and report generation. In addition, FDLE prepares state crime data and statistics for release to the public and media through their public website. The details for the current business process are described below.

User and Agency Management

UCR SRS data in Florida is reported for approximately 400 jurisdictions, and each jurisdiction has been assigned at least one unique Originating Agency Identifier (ORI) code[1]. UCR SRS data is reported by ORI code. Some jurisdictions have multiple ORI codes; for example, the Florida Highway Patrol (FHP) is a single reporting agency, but has a unique ORI for each county in the state and submits data for each ORI code. Overall, UCR SRS data is reported for 627 ORI codes. this could vary slightly due to the establishment of new agencies or the addition of ORI codes within agencies.

Each agency that reports UCR data designates one or more users who have access to the FDLE UCR system. These users are assigned specific roles. The agency administrator role permits access to all of the input modules while the others are limited to their respective modules. Each user is assigned the ORI code(s) that indicate what data he/she is allowed to access. Each agency may have multiple users, and each user may have access to multiple agencies. Agencies are configured as a regular agency or a contract agency. A contract agency's data is submitted by another agency. For example, Broward County Sheriff's Office reports county data as recorded by the Sheriff's Office, but also data for some cities in the county, such as the Pembroke Park Police Department. Therefore, a Pembroke Park user would be configured as a contract agency user.

Users access FDLE's UCR system either through Florida's Criminal Justice Network (CJNET) or through the public internet. While every law enforcement agency has access to CJNET, only specific terminals and systems are connected to CJNET. Each user gains access via a username and password.

FDLE manages agencies and users as described below.

Creating and Managing Users

New users are manually added by FDLE administrators through a user management tool. Users may be assigned other roles, such as for cargo theft. Each user is also assigned at least one ORI code.
FDLE also manages users, including updating user information, resetting passwords, removing user accounts, or adding or deleting ORI codes for an account.

New user accounts are created as requested by agencies in the state via the agencies' designated contacts. Agencies notify FDLE when users are terminated or when someone will no longer be performing UCR-related tasks. The timeliness of the notification is dependent upon the agency; however, occasionally FDLE receives notifications via return messages from disabled email accounts.

Managing Agencies

FDLE maintains information for each jurisdiction in the UCR Input Module. The data fields include basic agency information (ORI, agency name, address, and vendor) and contact information fields for the commanding officer, UCR contact person, and Human Trafficking contact. The contact fields include the person's name, title, email, phone number, and fax number. Agencies can update this information themselves, but normally the change is made by FDLE personnel when notified to ensure that the information is updated.

[1] An ORI code (Originating Agency Identifier) is a unique nine-character identifier assigned by the FBI to a law enforcement agency.

Updating agency population values in UCR Input Module

FDLE has used population data generated by the University of Florida (UF) Bureau of Economic and Business Research (BEBR), not U.S. Census data, to generate statistics since 1971. The population data is generated annually and includes data for each city, town, and unincorporated area. Since FDLE does not receive data from cities and towns that do not have a police force, FDLE must manually combine cities and towns with unincorporated areas as necessary to be able to generate accurate crime rates. This population data is entered manually into the UCR Input Module.

Updating information in agency contact list spreadsheet

In addition to the agency information maintained in the UCR Input Module as described above, FDLE manually maintains an agency contact list spreadsheet that includes most of the same information plus contact information for hate crimes and annual employee counts. The spreadsheet includes worksheets with contact information for specific uses, such as email addresses for agencies in each of the FDLE regions, state agencies, sheriff's offices, police chiefs, and points of contact for hate crimes.

Activities for Each Reporting Cycle

There are two reporting cycles, semi-annual and annual. The semi-annual cycle covers the first six months of the year, and the annual cycle covers the entire year. Agencies may submit updated information for the first half of the year during the second half, which is incorporated in the annual report. Because of the potential for updated data affecting the first six months, one cannot assume that the difference between the data submitted during the semi-annual period and the annual period represents crime in the second half of the year.

Unless otherwise noted, documentation in this section applies to both annual and semi-annual reports.

Setting Up New Reporting Period

At the beginning of each reporting period, FDLE manually creates and opens a new reporting period in the UCR system. FDLE creates a new version of a tracking spreadsheet that logs if and when each agency has submitted its data, what kind of agency it is, whether FDLE has sent a summary verification package(s) to the agency head, whether each agency has provided a signed verification of its data, and whether an agency is in the process of adjusting/correcting its data following an initial submission.

Once the initial setup is complete, FDLE manually emails a notification that the reporting period is open, which prompts agencies to start their entry of data.

Agency Entry of Data

UCR Summary Data

Users submit UCR summary data to FDLE either by uploading seven mandatory and two optional data files per ORI code as text files or by filling in an online form. The Agency UCR upload files contain comma separated text fields. In either case, the data indicates the ORI code for the data, the report period, and report year. A user who reports for multiple ORI codes must upload multiple sets of files or fill in multiple forms.

The UCR system, including the input web site, is written, hosted, and maintained at and by FDLE's

Information Technology Services (ITS).

Submitted UCR summary data undergoes a number of validations to ensure the consistency of numeric data, the ORI is correct, the reporting period is accurate, etc. If all validations pass, the data is ingested into the UCR summary system.

Hate Crime and Cargo Theft Data

Hate crime and cargo theft data are only reported annually (not semi-annually) to the FBI. Although FDLE submits this data to the FBI only on an annual basis, local agencies report the data to FDLE as incidents occur.

Hate crime and cargo theft data is supplied by agencies to FDLE solely through forms that must be filled out manually on a web page. While some field-level validation is performed on this data, there is no cross-field validation logic on either the hate crime or cargo theft web forms. There is not a designed input module to collect this data; instead, online forms are used which include drop-down menus for fields where the response is limited to a list of select codes. Since all data is entered in free-form fields, FDLE personnel must manually review and test for errors, and correct formatting and typographical errors.

Human Trafficking Data

Human Trafficking data is only reported annually (not semi-annually) to the FBI. Although FDLE submits this data to the FBI only on an annual basis, local agencies report the data to FDLE as incidents occur. Human Trafficking data is entered by agency users via a dedicated web-based input module. The system performs cross-validation logic that checks Human Trafficking data for internal validation errors. It works similarly to the UCR error checks. Human Trafficking data is only reported for occurrences and is incident-based rather than statistics for a specified time period as with UCR summary data.

Employee Count Data

Employee count data is only reported annually (not semi-annually) to the FBI.

The FBI requires statistics on the number of full-time employees in law enforcement in the state, designated by the number of males and females in two categories: law enforcement officers and civilian employees.

FDLE maintains a database that can generate an accurate count of sworn officers since all have to be approved by the State, and this data can provide the number of male and female officers. However, the civilian employee count includes anyone else employed by law enforcement agencies in a civilian capacity, which is not available through existing FDLE databases.

FDLE has a web-based survey form for the collection of data for both the sworn and civilian personnel at each agency. The data collection for the current cycle is launched around October 31st through an email notification to the agencies. At the completion of the survey in December, FDLE manually compiles a spreadsheet of the results which is provided to the FBI.

Data Validation and Updates

Submission tracking and verification

FDLE manually maintains a tracking spreadsheet to note when data submissions occurred, whether submissions are pending, if and when FDLE has sent a summary verification package(s) to the agency, whether each agency has provided a signed verification of its data, and whether an agency is in the process of adjusting or correcting its data following an initial submission. There are situations when an agency will

report to FDLE that it will not be submitting data for a particular reporting period, and these situations are tracked as well. The tracking spreadsheet is used to manually generate reports for managers to show the status of the current submission cycle. If an agency submits data but is unable to verify and complete the submission process for a specific submission cycle, in addition to updating the tracking spreadsheet to note this, that agency's data must be manually removed from the database.

FDLE creates a copy of the UCR Database twice daily. This process performs data cleanup such as standardizing formats and generating reports.

FDLE generates several reports that are saved in portable document format (PDF) and then manually e-mailed to the agencies following data submission for review and verification purposes. These reports can also be run at the county and statewide level and are a source that are placed on the website or run on an ad hoc basis to provide data to outside requestors.

FDLE uses statistical analytical software (SAS) to manually generate a Verification Checklist Packet for each ORI that provides the verification details for that agency's submission, as well as for re-submissions if changes are made. There are numerous detailed validations that are performed, primarily with regard to values being consistent, such as verifying that specific numeric counts add up to the supplied total. The checklist provides a comparison of the currently reported data for the previous year. Each agency receives the summarized data in the form of a "Crime in Florida Report." The checklist includes a signature block that must be signed by the agency head or designee and returned to FDLE to document that the agency approves of the final data as reported. FDLE coordinates with each agency, following up as needed to ensure data is submitted, corrections are completed when necessary, and the verification checklist form is signed. Signed verification forms are returned to FDLE via fax or email, and FDLE collects and tracks the signed forms.

FDLE manually sends out reminders to agencies that have not yet submitted or verified data.

Detail/Error Warning Report

Once a user has entered data into the system, either by manual data entry or upload of data files, the Detail/Error Warning Report is available and must be accessed by the user as part of the submission process. When users access the Detail/Error Warning Report, they receive a list of reported errors and warnings. Warnings reflect data that is atypical but not necessarily wrong. If any errors are displayed, they must be corrected or submission is not possible. When the report indicates no errors are present, users may then complete the submission of their data.

In addition to the Detail/Error Warning Report, a test environment version of the UCR Input Module is available for agencies to submit partial data (i.e., less than the full cycle) to identify any errors. This has been provided to allow agencies to correct errors during the course of a reporting period rather than having to wait until submitting for the full cycle when agencies would then have six or twelve months of errors to fix at once.

FDLE actively works with agencies by phone and email to correct any errors preventing submission or any errors revealed during verification.

Finalizing Submissions and Locking Data

Once an agency signifies that its submission is complete, their data record is locked. If the agency determines that corrections are required, or if FDLE data verification reveals an issue, the agency can request that its record be unlocked. FDLE manually unlocks the record so the agency can make necessary

corrections.

Agency Download of Data Tables
Once data has been input by agencies, an agency user may view a summary of the entered data for each data table (offense, arrest, etc.). When viewing a table in the input program, the user has the option to download the table in Microsoft Word, Microsoft Excel, or PDF format. This can be helpful if errors are present that need to be resolved, or if they would like to make a copy of their submitted data for their records.

Finalizing Data and Submitting to FBI

Closing of Reporting Period in UCR Input Module
Once data submission is complete and the data has been verified and approved, FDLE manually closes the reporting period so reports can be generated.

Federal Report Generation and Submission to the FBI
FDLE manually generates the Human Trafficking report as an XML file per the FBI National Information Exchange Model (NIEM) Information Exchange Package Documentation (IEPD) specification.

The hate crime and cargo theft data have historically been provided as Microsoft Excel spreadsheets, where the data is collected in online forms and FDLE generates a spreadsheet for each data set. At the request of the FBI, FDLE provides those as flat files per the respective FBI technical specification, and the flat files are generated from the spreadsheets.

Employee count data is compiled by FDLE into a spreadsheet which is provided to the FBI.

Currently, data files are emailed to the FBI.

Reporting Activities for Florida

Once data is available for the reporting period, FDLE prepares reports for publication on the FDLE website. It is important to release the correct information on the FDLE website in a timely manner as FDLE typically gets requests for the semi-annual and annual information releases.

In addition, FDLE prepares a Hate Crimes spreadsheet for the Florida Office of the Attorney General. Florida Statute 877.19, the Hate Crimes Reporting Act, outlines Hate Crime reporting requirements for the state, asserting that law enforcement agencies report Hate Crimes to FDLE and the Florida Attorney General's Office publishes an annual hate crime report.

Differences Between UCR and Florida Reports

FDLE collects some data elements that are not defined by the FBI's UCR Summary specification. Some are collected as required by Florida statute, others because of state Attorney General requirements or requests. These data elements are primarily for hate crimes and domestic violence.

There are some values for data elements defined in the FBI's UCR Summary specification that FDLE does not collect. For example, Florida's data lacks the same level of granularity for victim and offender ages, race by age and sex of offender, types of drugs associated with an arrest, or types of felonies associated with homicides.

Data Format

The format for the agencies' UCR Summary reporting files does not follow the UCR format defined by the FBI, but is an FDLE-specific comma-delimited text file format. The data files uploaded by agencies into the UCR input system are the same for the semi-annual cycle as for the annual cycle.

Drivers for Change

The top driver for change is that the FBI is scheduled to stop accepting UCR Summary data in the year 2021 and will only accept NIBRS data afterwards. Florida's current processes and systems cannot effectively be upgraded to meet national standards. States that only report UCR Summary data, including Florida, must make the transition to NIBRS to participate in national crime reporting statistics and analytics.

The current data collection, analysis, validation, and dissemination processes are a mixture of manual and automated activities performed by many agency staff members at all levels of government that require the use of multiple, disparate information systems. Many of the processes associated with the summary reports are obsolete by technological standards due to age and inflexible design characteristics. There are several areas where current processes do not meet the needs of the users of the systems and/or data. The FDLE staff depends greatly on manual processes. Success depends on staff in approximately 400 agencies performing interdependent tasks in a timely and correct manner. Manual processes always carry the potential of introducing human error. Due to historical design constraints, it is not possible to upgrade the current disparate systems to new requirements that would bring modern benefits in terms of both efficiency and timeliness of information to FDLE and its customers such as elected officials, government agencies, the general public, and the media.

NIBRS Benefits to State and Local Agencies

NIBRS provides a number of benefits to state and local agencies.

The June 2014 NCS-X bulletin includes a frequently asked question "How will participating in NIBRS benefit a local agency's needs?" It is answered as follows: "In today's environment of open access to data, NIBRS provides a national standard for crime reporting to which local agencies can point when interacting with elected officials, the media, and the public. The editing and validation checks built into the NIBRS reporting standard provide agencies with higher quality and more accurate incident-based data. The additional data collected through NIBRS also provides the context that agencies need to understand crime problems internally and to help explain crime problems and trends to their constituents. Finally, agencies collecting NIBRS data can track crimes based on the attributes of the crime incident, not just on the limited number of crime types captured by the standard UCR Part I offenses. For example, NIBRS will allow an agency to talk about gangs, drugs, and firearms related crimes at a level of detail not possible with summary UCR data."

In addition to a significant improvement in the details and context of the reported data, the data will also be more timely. Florida UCR Summary data is submitted twice per year, so it is somewhat out-of-date before it is compiled into crime statistics and published. NIBRS data is generally submitted monthly and is, therefore, much more current. This means that statistics can be published more frequently, providing more timely data not only to law enforcement, but to the public and elected officials as well.

NIBRS also provides a mechanism to combine data from various law enforcement agencies to study multi-

jurisdictional patterns and trends. While most law enforcement agencies have their own information systems with unique data structures and codes, NIBRS standardizes the data across different agencies so that they can be combined easily for multi-jurisdictional analyses. While a law enforcement agency with a sophisticated information system will not need NIBRS to support its internal work, if its analysts are interested in what is happening in neighboring or similar jurisdictions across the country, NIBRS data expedites the analysis.

Support for Small Local Agencies

There are agencies in Florida that do not have an RMS, or do not have one capable of submitting UCR Summary (or NIBRS) data. These agencies either do not provide data to FDLE, or have to manually type in their entire data set using the FDLE UCR Input Module. Manual data entry increases the risk of data entry errors and is time-consuming. Agencies that do not have an RMS must rely on paper forms, or electronic forms stored potentially on a local computer.

FDLE is providing support to agencies that do not have the budget and resources to buy or maintain a NIBRS-compatible RMS, which could include providing access to a basic RMS system that is capable of submitting NIBRS data. This would not only increase the statistical or incident data available to the State, but would also streamline incident management at the local level.

National Crime Statistics Exchange (NCS-X) Program

The NCS-X program, led by BJS and the FBI, is an effort to expand NIBRS into a nationally representative system of incident-based crime. The goal of NCS-X is to enroll a sample of 400 scientifically selected law enforcement agencies to submit data to NIBRS. When these 400 new NIBRS-reporting agencies are combined with the more than 6,800 agencies that already reported to NIBRS as of 2013, the nation will have a nationally representative system of incident-based crime statistics drawn from the operational data systems of local and state law enforcement agencies. This incident-based data draws upon the attributes and circumstances of criminal incidents and allow for more detailed and transparent descriptions of crime in communities. Thirty-one of those 400 sample agencies are in Florida. NCS-X provides funding to states and sample agencies to offset at least some portion of the costs of transitioning to NIBRS.

Consolidate and Simplify Data Submission for State and Local Agencies

Florida's state and local agencies currently submit separate data sets for UCR Summary, hate crime, domestic violence, human trafficking, and cargo theft data based on Florida requirements.[2] In addition, the FBI has recently established a separate process for collecting Use-of-Force data from law enforcement agencies. Many agencies also submit data to the Florida Data Sharing Project (FDSP) repositories, and the FDSP data set has significant overlap with these other data sets. Each of these data streams has its own data formats and processes for submitting data, and these disparate requirements add to the burden placed upon the staff at these agencies.

While NIBRS includes human trafficking, cargo theft, hate crime, and domestic violence data, Florida collects additional data on hate crimes and domestic violence beyond what is in NIBRS. NIBRS does not include a significant portion of the necessary Use-of-Force data. Rather than requiring separate data streams to support NIBRS and non-NIBRS data requirements, Florida is using this opportunity to potentially consolidate data submission to simplify the process and reduce the burden on state and local agencies.

[2] Florida Statute 943.05 outlines program requirements for crime reporting.

Current Metrics

Note that performance metrics are not applicable for the current business process given that:

- the current system takes input submissions only twice per year,
- the first submission covers a six-month period; the second submission covers a twelve-month period,
- each submission contains 7-9 files, and
- each file consists of a limited set of numerical statistics.

2. Assumptions and Constraints

Assumptions

- The collection of statistical data is mission critical to FDLE which analyzes criminal justice data and prepares statistical reports for policy makers, planners, and program developers, in addition to supporting local law enforcement agencies in crime analysis and grant eligibility.
- Detailed requirements need to be documented before moving forward with the project.
- Requirements and requests for data collection from the federal government, as well as requirements from the Florida legislature and/or Attorney General will evolve over time.
- The system will comply with state of Florida and FBI Criminal Justice Information Services (CJIS) Security Policies.
- To the extent possible, the system will leverage data submitted by other FDLE Criminal Justice Analytics data sources.

Constraints

- Data submissions to the FBI must conform to the FBI NIBRS technical specification and must be certified by the NIBRS program.
- Florida must continue to collect hate crime and domestic violence data beyond what is required for NIBRS.
- Use-of-Force data submissions to the FBI must conform to the FBI Use-of-Force technical specification.
- Submissions to FDLE will include standard data element names, standard business rules, and standard format of data collection.

C. Proposed Business Process Requirements

Purpose: To establish a basis for understanding what business process requirements the proposed solution must meet in order to select an appropriate solution for the project.

1. Proposed Business Process Requirements

1) Establish a Florida Incident-Based Reporting System (FIBRS) data repository for incident-based data from state and local agencies

2) Collect all NIBRS data elements on a monthly basis (or more frequently) from state and local agencies for all NIBRS-reportable incidents and arrests
3) Continue to collect all Florida-specific data elements (i.e., not included in NIBRS) for hate crime and domestic violence on a monthly basis (or more frequently) from state and local agencies
4) Collect Use-of-Force data on a monthly basis (or more frequently) from participating state and local agencies
5) Collect FDSP data from participating state and local agencies that elect to submit their FDSP data through FIBRS
6) Collect employee count data from state and local agencies annually, designating law enforcement or civilian employees along with their sex
7) Ensure that statistical incident data (e.g., NIBRS, hate crime) is cleanly separated from more sensitive investigative data
8) Minimize the number of separate and unique data submission processes and data sets that state and local agencies must support
9) Eliminate current manual processes for collecting, reviewing, tracking, and updating data submissions
10) Maintain information on state and local agencies, including one or more designated reporting coordinators for each agency, and their contact information
11) Maintain information for one or more designated data approvers for each agency, and their contact information
12) Provide training and support for each agency
13) Provide a user management capability to allow the addition, deletion, and modification of FIBRS users, including FDLE and state/local agency users, to include the ability to manage user authorization and privilege management so that each user only has access to the data he/she are authorized to view, update, or approve
14) Support state and local agencies to generate data for submission to the state repository to ensure the data is accurate, complete, timely, and of high quality
15) Provide a mechanism for agencies that do not have an RMS, or whose RMS is not capable of reporting NIBRS data, so that those agencies can provide incident data to the state
16) Perform data quality checks on received data to ensure it meets NIBRS and Use-of-Force business rules plus state-defined business rules
17) Provide a mechanism to alert an agency of any data quality problems in the received data, along with a way for the agency to update its data
18) Generate agency-level data and statistics from the received data for agency review, and for an appropriate period of time also provide statistics equivalent to the UCR Summary for comparison purposes
19) Provide a mechanism for an agency to review and download the generated statistics, and to update its data if the review indicates any issues with the data provided by the agency
20) Provide a mechanism for an agency to indicate to FDLE their data is not to be included in the state's NIBRS submission, which may occur for reasons such as concerns with the statistics resulting from the agency's data, data quality issues, RMS issues, etc.
21) Provide a mechanism for an agency to explicitly approve the submitted data based on their review of the data and the corresponding generated statistics
22) Provide an automated mechanism to track data submissions and approvals to show the status of the current submission cycle, including agencies who have submitted data, are revising data, or that will not be able to submit data, that have indicated that the data is not to be included in the state's NIBRS submission, and that have formally approved their data

23) Provide automated reminders to agencies that have not submitted data, and to agencies that have not provided one of the mandatory formal approvals of data
24) Accept UCR Summary data submissions from state and local agencies until FDLE determines that a sufficient number of agencies are submitting data to FIBRS
25) Manage agency population data for use in developing statistics
26) Generate NIBRS data for monthly submission to the FBI for the entire state
27) Submit data to FDSP for those agencies that have elected to contribute their FDSP data through FIBRS
28) Submit Use-of-Force data to the FBI for those agencies that want their data submitted
29) Submit employee count information to the FBI annually
30) Generate state crime data and statistics for publication and distribution
31) Publish state crime data and statistics for dissemination to the public, media, and government stakeholders

2. Business Solution Alternatives

In 2016, FDLE received funding from the NCS-X program to develop an implementation plan for transitioning from UCR Summary to NIBRS. As part of that project, FDLE developed an online readiness assessment survey to collect information from Florida state and local agencies. In addition, FDLE participated in a number of on-site readiness assessments conducted directly by the NCS-X program.

These assessments provided a statewide snapshot with the following data points:

- Incident data collection processes and systems currently in place across the state.
- NIBRS data elements currently being collected at each agency.
- Vendor and agency-developed RMS products in use, as well as short-term plans for upgrading or replacing products.
- Readiness of deployed vendor and agency-developed RMS products for NIBRS data collection, quality checks, and submission to the state.
- Number of officers and staff potentially impacted by the NIBRS transition.

The project was also intended to conduct the following tasks:

- Document AS-IS and TO-BE high-level business processes and technical functionality for Florida's statistical reporting at the state level.
- Determine the use of RMS products and the changes and costs required to implement and deploy a statewide incident reporting system that can support NIBRS.
- Determine data elements that state and local agencies are required to submit to the state beyond what is defined by NIBRS.
- Research data that is submitted to other state and federal programs, and evaluate the potential for simplifying the current disparate data submission processes state and local agencies must support.
- Develop cost and schedule estimates for a new Florida system that supports NIBRS at a minimum.
- Develop and research alternative approaches for implementing a new statewide NIBRS reporting system that also supports Florida-specific data elements, and the potential for consolidating the current disparate data submissions to other programs.

Four approaches were evaluated as follows:

Approach 1 – Develop a basic NIBRS capability based on the existing NIBRS technical specification.

Approach 2 – Leverage the existing Florida Data Sharing Project (FDSP) systems in the state.
Approach 3 – Develop a system based on the existing FBI National Data Exchange (N-DEx) data submission specification.
Approach 4 – Develop a hybrid system that accounts for the strengths and weaknesses of FDSP and N-DEx.

3. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a business solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders.

These criteria include:

- Initial and future workload for state and local agencies
- Support for multiple data sets used by the state and/or the FBI
- Ability to automate or streamline data collection processes
- Ability to disseminate crime data and statistics to public, media, and government stakeholders
- Impact to vendor and agency RMS systems
- Impact to FDLE IT services and systems
- Costs

4. Recommended Business Solution

After evaluation of several approaches, the recommended business solution is to replace the current UCR Summary system with a new hybrid solution, based on Approach 4, above. This system will meet Florida's needs for collecting NIBRS, FDSP, Use-of-Force, and the Florida-specific data elements required for hate crime and domestic violence reporting, while also supporting FDLE's need for a state-owned crime data and analysis repository. The new FIBRS system will be based on Commercial Off-The-Shelf (COTS) products that are customizable to meet current and future business needs and integrate with the existing FDSP system.

FIBRS will be able to process and store all required high level data constructs and all detailed data contents to meet both current needs and anticipated future upgrades. This approach will define business rules to ensure the data is consistent and of high quality, so that crime data can be used for both statistical and investigative purposes.

To realize the business solution, FDLE plans to acquire commercially available systems that can be customized to meet FDLE's business requirements.

The contracted systems will include, but are not limited to:

- Commercial NIBRS repository
- Commercial RMS product
- Integration with the existing FDSP system
- Contracted services to upgrade local agencies' RMS products
- Project management services
- Software customization services
- Data analysis and migration services
- System integration and testing services
- Implementation and configuration

- Training services

D. Functional and Technical Requirements

Purpose: To identify the function and technical system requirements that must be met by the project.

This section documents the high-level functional and technical requirements of the system.

Data Collection and Storage

- The FIBRS repository will be hosted in FDLE's Microsoft Azure government tenant.
- The FIBRS repository will be capable of supporting data elements and their cardinality as defined by the FDLE Extensible Markup Language (XML) data specifications. The technical specification includes markings so that an agency can indicate that the data for a specific incident may be included in NIBRS submissions, Use-of-Force (UoF) submissions, forwarded to the FDSP, or any combination. For example, an agency may indicate that an incident is to be included in NIBRS submissions but not forwarded to the FDSP.
- The FIBRS repository will be capable of supporting employee count data elements
    - The FIBRS repository will provide a mechanism for agencies to submit their annual employee count information.
    - The FIBRS repository will accept agency data submissions that conform to the CJAdmin XML data specification.
- The FIBRS repository will retain the original data submission as provided based on the XML data specifications.
- FIBRS will provide a mechanism for an agency to indicate it has no reportable incidents for a particular month.
- Agencies will submit data to FIBRS through a secure web service.
- The FIBRS repository will leverage communal information for each agency and contact information for appropriate personnel designated by the agency. The FIBRS repository will support the import and grouping of population data from University of Florida (UF) Bureau of Economic and Business Research (BEBR). FDLE will acquire an RMS for use by agencies that do not have an RMS, whose RMS is not capable of reporting NIBRS data, or who desire to transition to a state-supported solution. FDLE worked with interested agencies to define requirements for the RMS, evaluate RMS products, and to collect feedback on the recommended product. The RMS will have the capability to submit data to the FDSP.
- The state-provided RMS will be accessible from an officer's desktop computer, laptop, or Mobile Data Terminal. Regardless of where the officer is and whether he/she has network access, the officer must be able to access all functions of the software and all code lists in order to be able to enter complete incident data. However, if the officer is at a location without network access, the software must temporarily store the data and be capable of uploading the data to the RMS when network access becomes available.
- FDLE will provide technical assistance to RMS vendors and developers to provide training on the FIBRS technical specification and functional and technical requirements, as well as to provide implementation and testing support, to ensure that all implementers understand the requirements and are able to develop products that will interoperate with FIBRS.
- FDLE will provide financial support for agencies to upgrade their RMS systems in order to ensure that as many agencies as possible are able to participate, providing the jurisdictional and population coverage necessary for representative crime statistics for the state and the nation.
- Agencies will submit their data at least monthly; however, the FIBRS repository will support accepting data on a more frequent basis. The FIBRS repository will perform automated checks on submitted data to ensure it adheres to all business rules.

- The FIBRS repository will provide a mechanism for FDLE personnel to view submitted data.
- Agencies will be able to update their data to correct errors or to incorporate more recent information.
- The FIBRS repository will calculate UCR Summary statistics from agency data submissions and provide to each agency so staff can compare with earlier statistics. An agency that submits FIBRS data will not be required to also submit UCR Summary data.
- FDLE will continue to accept UCR Summary data from agencies that have not transitioned to the use of the FIBRS technical specification until FDLE determines that a sufficient number of agencies are submitting data to FIBRS. UCR Summary submissions will continue through the existing UCR Input Module.
- With the heightened awareness of the lack of nationwide statistical data on the Use-of-Force by law enforcement, FDLE expanded the UoF data collection options to include a user interface. This allows agencies, who are unable to submit the data using the XML data specifications, an opportunity to participate in this program.

Administration and Management

- An agency can designate one or more persons to be an agency contact, and one or more persons to be an agency approver. An agency's contact and approver may be the same person(s).
- Agencies will be provided training on their roles and on any software tools available to them to support their tasks. New agencies must receive training prior to being granted access to FIBRS. Existing agencies will receive periodic refresher training, with the frequency of refresher training to be determined by FDLE.
- The FIBRS repository will provide a web-based interface to agency and FDLE users. Access requirements will follow FDLE security policy.
- Only agency users with certain privileges will be able to update information in FIBRS, review agency-level data or generated statistics, or review error and warning reports for their data.
- The FIBRS repository will support an FDLE administrator role.
- Only agency users with certain privileges will be able to review data and generated statistics, review error and warning reports for their data, or update information for their designated agency.
- Only agency users with certain privileges will be able to provide formal approvals for data from their designated agency.
- The FIBRS repository will provide an interactive mechanism for agency users to formally approve data.
- The FIBRS repository will provide an interactive mechanism for agencies to indicate for a particular reporting period that they are planning to update their data, or will not be able to submit their data, or that their data should not be used for the generation of Florida statistics or supplied to the FBI.
- The FIBRS repository will automatically notify the agency when mandatory agency approvals of data are required. FIBRS will automatically notify designated FDLE personnel if an agency does not approve their data in a timely fashion.
- The FIBRS repository will automatically track and update the status information for each agency, which will be available to designated FDLE personnel.
- The FIBRS repository must be sufficiently flexible to accommodate FBI and State updates to NIBRS, Use-of-Force, and employee count specifications and/or published templates.
- Data must be explicitly marked in FIBRS to logically and/or physically separate statistical data from the more sensitive investigative data to ensure that the only users who can access sensitive data are those who have the explicit authorization to do so. Different user roles will determine the type of data accessible; user roles will have different attributes for those working with investigative versus statistical data.

- The FIBRS repository will automatically notify the submitting agency when errors are found in their data. The information contained in the notification must be specific enough for a submitting agency to be able to identify and correct the error. By default, data approved in FIBRS will be included in the state's NIBRS submission. However, FDLE or an agency can use the FIBRS user interface to indicate to FDLE that their data is not to be included in the state's NIBRS submission, which may occur for various reasons such as concerns with the statistics resulting from the data, data quality issues, RMS issues, etc. FIBRS will update the status of the agency's data submission process and will alert the appropriate FDLE personnel. When the agency is ready, they can use the FIBRS user interface to indicate that their data may be submitted to NIBRS.

Report Generation and Data Submission to Other Organizations and Systems

- The FIBRS repository will generate and submit approved NIBRS data for state and local agencies to the FBI NIBRS repository monthly, adhering to the published FBI NIBRS XML specification.
- The FIBRS repository will forward FDSP data to the FDSP repository daily.
- The FIBRS repository will generate and submit Use-of-Force data to the FBI on a monthly basis, or more often if desired by an agency, adhering to the published FBI Use-of-Force specification.
- The FIBRS repository will generate and submit employee count data to the FBI annually, in the format documented by the FBI.
- The FIBRS repository will automatically generate state crime data and statistics for publication and distribution where possible, and provide interactive access and/or download of data where necessary. FDLE will publish the data and/or provide access to it for the public, media and government stakeholders.
- The FIBRS repository will be capable of generating ad hoc reports in response to requests from agencies or public record requests or state policymakers.

III. Success Criteria

Purpose: To identify the critical results, both outputs and outcomes, that must be realized for the project to be considered a success.

SUCCESS CRITERIA TABLE				
#	**Description of Criteria**	**How will the Criteria be measured/assessed?**	**Who benefits?**	**Realization Date (MM/YY)**
1	More detailed and accurate crime data (Incident-based) available in FIBRS from state and local agencies	Agencies submit data using FIBRS technical specification instead of UCR Summary	FDLE Local agencies State policymakers	01/21 (initial agencies) 07/23 (remainder)
2	More detailed and accurate crime data available – data validation performed on submitted data with reports on errors/discrepancies reported to agency	Agencies submit data to FIBRS repository will perform automated data validation and report results to agency, which can update data in FIBRS	FDLE Local agencies State policymakers NIBRS FBI	01/21 (initial agencies) 07/23 (remainder)

SUCCESS CRITERIA TABLE				
#	**Description of Criteria**	**How will the Criteria be measured/assessed?**	**Who benefits?**	**Realization Date (MM/YY)**
3	More complete crime data available – additional agencies using Records Management Systems	State-supported RMS available to agencies without an RMS or whose RMS cannot submit incident-based data	FDLE Local agencies NIBRS State policymakers	07/21 (initial agencies) 07/23 (remainder)
4	More timely crime data available	Agencies submit data daily or monthly instead of every six months	FDLE Local agencies	01/21 (initial agencies) 07/23 (remainder)
5	Incident-based data from Florida available for generation of nationwide crime reporting through FBI NIBRS	Data from FIBRS submitted to FBI NIBRS	FDLE Local agencies NIBRS	01/21 (initial agencies) 07/23 (remainder)
6	Incident-based data from Florida available for use by FBI Use-of-Force	Data from FIBRS submitted to FBI Use-of-Force repository	FDLE Local agencies FBI	9/20 (initial agencies) 07/23 (remainder)
7	Law enforcement data available in FDSP repository	Data from FIBRS submitted to FDSP repository	Local agencies FDSP	01/21 (initial agencies) 07/23 (remainder)
8	Reduction in number of different and overlapping data submissions processes supported by agencies and FDLE	Agencies submit data using FIBRS technical specification instead of separate UCR Summary, FDSP, cargo theft, hate crime, and domestic violence interfaces	FDLE Local agencies	01/21 (initial agencies) 07/23 (remainder)
9	Incident-based crime reports available in Florida	Florida crime reports generated using FIBRS data	FDLE Local and state agencies/officials State policymakers Public	01/21 (initial agencies) 07/23 (remainder)
10	Automate existing manual processes	Data verification information generated by FIBRS and available online to agency users	FDLE Local agencies	01/21 (initial agencies) 07/23 (remainder)

SUCCESS CRITERIA TABLE				
#	**Description of Criteria**	**How will the Criteria be measured/assessed?**	**Who benefits?**	**Realization Date (MM/YY)**
11	Eliminate multiple, overlapping data submissions	State and local agencies submit a single data set to FIBRS rather than using multiple overlapping data submission processes	FDLE Local agencies	01/21 (initial agencies) 07/23 (remainder)
12	Leverage new technology	Use of standards such as NIEM, NIBRS, Use-of-Force, web services	FDLE Local agencies	09/20 (UoF) 01/21
13	Decommission legacy systems	UCR Input Module, and web input forms for Hate Crime, Cargo Theft, and Domestic Violence taken out of service	FDLE	TBD

IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis

A. Benefits Realization Table

Purpose: To calculate and declare the tangible benefits compared to the total investment of resources needed to support the proposed IT project.

For each tangible benefit, identify the recipient of the benefit, how and when it is realized, how the realization will be measured, and how the benefit will be measured to include estimates of tangible benefit amounts.

BENEFITS REALIZATION TABLE					
#	**Description of Benefit**	**Who Receives benefit**	**How is the benefit realized?**	**How will the realization of the benefit be measured**	**Realization Date (MM/YY)**
1	More detailed and accurate crime data	• Criminal Justice Agencies • State and local policymakers • State and local governments • FDLE • Public • FBI	• Florida UCR data does not currently meet all FBI UCR specifications due to a lack of data granularity. The new FIBRS system will collect compliant data. • Florida's current UCR system collects aggregate crime data; specific descriptive data about victim, offender, location, weapon, time-of-day, drug/alcohol involvement is not collected. The new FIBRS system will collect this information providing analytical value to influence policy. • Incident geolocation data, not currently collected, will allow for the creation and utilization of statewide crime-mapping. • Currently, agencies are presented with their aggregate crime data statistics twice annually. The new FIBRS system will provide immediate feedback for data error/validity correction and comparison as well as providing for continuous corrections/updates to previously submitted data.	• More detailed and accurate crime data will be measured by the implementation of new methods for receiving, validating, updating, correcting, storing, and displaying data in the new FIBRS system.	06/22
2	More complete crime data available (due to more agencies using Records Management System)	• Criminal Justice Agencies • State and local policymakers • State and local governments • FDLE • Public • FBI	• Agencies currently not able to participate in Florida's UCR program because of an outdated/obsolete system will be able to participate by using the state-provided RMS system and thereby eliminate the need to manually count, record, and submit their UCR data. This will both increase the completeness and accuracy of the UCR data and increase the number of agencies participating. • Agencies that use the state-provided RMS will be able to participate in Florida's UCR program.	• FDLE will measure the number of local criminal justice agencies utilizing the state-provided RMS system to collect and submit compliant UCR data.	06/23
3	Availability of more timely crime data	• Criminal Justice Agencies • State and local policymakers • State and local governments	• Currently, Florida's crime data is collected and provided on a twice annual basis. With the new FIBRS system, data will be collected and made available on at least a monthly basis with the ability to report more frequently.	• The availability of more timely crime data will be measured by the implementation of new methods for receiving,	06/23

		• FDLE • Public • FBI	• Agencies can provide incident data to the state program without having to wait for classification, clearance, closure, prosecution, etc. of an incident because the new FIBRS system will allow for continuous updates to previously submitted data. • Florida will be able to provide statewide UCR data to the national program on a monthly basis as required by the FBI.	validating, updating, correcting, storing, and displaying data in the new FIBRS system on at least a monthly basis. • The availability of more timely crime data will be measured by FDLE's ability to provide the FBI with monthly UCR data.	
4	Reduction in the number of different and overlapping data submission processes supported by agencies and FDLE	• FDLE • Criminal Justice Agencies • FBI	• Criminal justice agencies are required to provide four separate data submissions, twice annually, as part of the UCR submission requirements. The current submission process requires these data submissions to be entered in separate places. • A new FIBRS system will be able to provide all the functionality in one cohesive system, which will reduce the time spent synchronizing data and maintaining separate systems. • Currently, FDLE manually generates separate files for submitting statewide UCR data to the national program at the FBI. A new FIBRS system will generate file(s) that conform to the national program standards.	• The reduction of the number of different and overlapping data submissions will be measured by the ability of the new FIBRS system to provide the functionality in one cohesive system. • The FBI will be able to ingest Florida's statewide crime data file(s) without modification.	6/23
5	Automate existing manual processes	• FDLE • Criminal Justice Agencies • FBI	• Currently, Florida's UCR program requires the manual management of several processes: setting the system to the current year and reporting period, combine population values for overlapping jurisdictions, setting every agency (ORI) to the correct population, create/manage user accounts for system access, unlock agencies in system when need to resubmit/edit data, send notifications to agencies about submission cycles, generate and distribute agency verification packets, log and track submissions and verification progress, and direct contact delinquent agencies regarding submissions/verifications. • Currently, agencies receive verification packets to review and verify their submitted data. Generating and distributing these packets is a manually triggered and monitored process. The new FIBRS system will automatically generate and display these immediately upon data submission.	• The reduction of time for manual management of processes will be measured by the added functionality to the FIBRS system.	1/21

6	More detailed and accurate use-of-force data	• Criminal Justice Agencies • State and local policymakers • State and local governments • FDLE • Public • FBI	• Currently, a small number of law enforcement agencies participate in the FBI's LEAP application to submit use-of-force data. Duplication and data quality issues exist with this method of use-of-force submissions. • A new FIBRS system will be able to provide all the use-of-force functionality in one cohesive system, which will reduce the data quality issues. It will provide a user interface for data entry as well as a method for file submissions from an agency's RMS.	• The availability of more timely use-of-force data will be measured by the implementation of new methods for receiving, validating, updating, correcting, storing, and displaying data in the new FIBRS system. • The availability of more timely crime data will be measured by FDLE's ability to provide the FBI with the use-of-force data.	1/21

B. Cost Benefit Analysis (CBA)

Purpose: To provide a comprehensive financial prospectus specifying the project's tangible benefits, funding requirements, and proposed source(s) of funding.

The focus on this project is to implement the agency's strategy to comply with the Federal Bureau of Investigation's (FBI) deadline to convert Uniform Crime Reporting (UCR) from summary data to incident-based data from Florida's local and state law enforcement agencies by standing-up the state program and assisting Florida law enforcement agencies to transition to incident-based crime reporting.

NIBRS also provides a mechanism to combine data from various law enforcement agencies to study multi-jurisdictional patterns and trends. While most law enforcement agencies have their own information systems with their data structures and codes, NIBRS standardizes the data across different agencies so that they can be combined easily for multi-jurisdictional analyses. While a law enforcement agency with a sophisticated information system will not need NIBRS to support its internal work, if its analysts are interested in what is happening in neighboring or similar jurisdictions across the country, NIBRS data will expedite the analysis.

The planned improvements and efficiencies in the work processes will enable FDLE to add additional data sharing services and maintain sufficient productivity in the face of growing demands.

Cost Benefit Analyst spreadsheets are in appendix H.

V. Schedule IV-B Major Project Risk Assessment

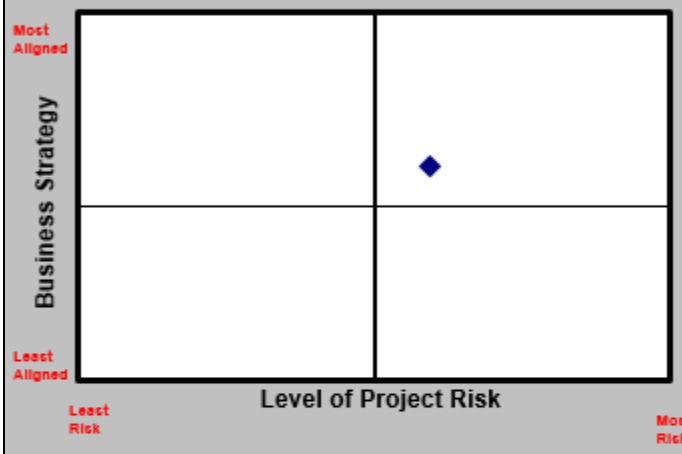
Purpose: To provide an initial high-level assessment of overall risk incurred by the project to enable appropriate risk mitigation and oversight and to improve the likelihood of project success. The risk assessment summary identifies the overall level of risk associated with the project and provides an assessment of the project's

alignment with business objectives.

A. Risk Assessment Tool

Project	Florida Incident-Based Reporting System	
Agency	Florida Department of Law Enforcement	
FY 2021-22 LBR Issue Code:	FY 2021-22 LBR Issue Title:	
36120C0	Florida Incident-Based Reporting	
Risk Assessment Contact Info (Name, Phone #, and E-mail Address):		
Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us		
Executive Sponsor	Charles Schaeffer	
Project Manager	Kristen Grosh	
Prepared By	Kristen Grosh	8/13/2020

Risk Assessment Summary



Project Risk Area Breakdown

Risk Assessment Areas	Risk Exposur
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	MEDIUM
Fiscal Assessment	HIGH
Project Organization Assessment	MEDIUM
Project Management Assessment	LOW
Project Complexity Assessment	HIGH
Overall Project Risk	HIGH

The complete risk assessment worksheets are in Appendix I.

VI. Schedule IV-B Technology Planning

Purpose: To ensure there is close alignment with the business and functional requirements and the selected technology.

A. Current Information Technology Environment

1. Current System

a. Description of Current System

The current UCR Summary system is comprised of a number of automated, semi-automated, and manual processes and systems developed over twenty years. Requirements for UCR Summary data have evolved over time, and new data collection requirements have been added, such as for human trafficking. At this time, the following data is collected from state and local agencies through the mechanisms indicated:

- UCR Summary data either through manual entry on a dedicated web-based input form, or by uploading multiple text data files to the UCR Input Module,
- Hate crime data through manual entry on a Kentico survey form available on a web page,
- Cargo theft data through manual entry on a Kentico survey form available on a web page,
- Human trafficking data through manual entry on a dedicated web-based input form, and
- Employee count data through manual entry on a web-based survey form.

The current system performs some automated validation of the supplied data, while other validation is performed manually by FDLE personnel.

The current system also includes artifacts that are managed manually by FDLE personnel rather than through an automated system or process, and these artifacts include:

- Agency Contact List spreadsheet
- Data Submission Tracking spreadsheet

Local agencies collect summary, hate crime, cargo theft, and human trafficking data primarily through officers dispatched to calls for service. In most cases, an officer enters data into the Mobile Data Terminal (MDT) which then transfers the data to the agency's automated RMS, although some agencies still use paper forms or have officers take notes that are then called in to data entry personnel for transcription into an RMS.

User and User Types

The current FDLE system includes the following user types and user numbers.

User Type for State System	# of users
Agency Data Entry Users	694
FDLE Administrators	16
Total	**710**

Number of Transactions
UCR Summary data is currently received from approximately 400 state and local agencies. Some agencies report data for their jurisdiction as well as other jurisdictions; over 400 jurisdictions are represented.

The number of internal transactions, such as for FDLE personnel to add or update an agency user, are not tracked. It should also be noted that under the current reporting requirements, data submission transactions are very limited given that:

- Agencies submit UCR Summary data to FDLE twice per year
- The first submission covers a six-month period; the second submission covers a twelve-month period
- Each summary submission contains 7-9 files consisting of a limited set of numerical statistics
- FDLE submits summary data to the FBI twice per year
- Agency submissions to FDLE for hate crime, cargo theft, and human trafficking contain limited data and totaled only 265 for an entire year
- FDLE submits hate crime, cargo theft, and human trafficking data to the FBI once per year
- Agency personnel counts are submitted to FDLE and compiled for submission to the FBI once per year
- Use-of-Force by law enforcement is not captured

However, some transaction information is available or can be estimated as noted below based on the 2018 Crime in Florida Reports.

- Total number of UCR Summary crimes reported by state and local agencies: 567,166
- Highest number of UCR Summary crimes reported by a county: 100,541
- Lowest number of UCR Summary crimes reported by a county: 56
- Number of hate crimes reported: 168
- Number of cargo thefts reported: 90
- Number of human trafficking incidents reported: 141
- Employee data is supplied once per year per agency

Requirements for Public Access, Security, Privacy, and Confidentiality
The UCR systems are not open to the public. Reports generated from the data are available to the public via FDLE's Florida Statistical Analysis Center's public web site. Currently, reports are generated twice a year with additional ad-hoc reports generated as needed.

Hardware Characteristics
The overall FDLE system consists of two (2) production servers, two (2) test servers, and two (2) development servers. The network interface for users accessing is via CJNET, and includes a network load balancer. Most storage is internal to the servers, although the development server uses the FDLE Storage Area Network (SAN).

The hardware used by state and local agencies that submit data to FDLE varies by jurisdiction.

Software Characteristics
The overall FDLE system uses a number of different software and data based components that have been developed over the years. The system uses a SQL Server database housing the in-process data that has been submitted by state and local agencies as well as a separate database that houses data once it has been validated and edited for consistency. Data is copied to a Microsoft Access database where data is

generated for submission to the FBI. Data is also copied to a set of SAS data sets which are used for quality analysis, generating reports for publication, and making the data available to other users/public. Some data transformation has to occur outside of the current system to accommodate legacy issues for historical data.

Agency users upload some data through dedicated web forms, while Summary data is submitted either by an agency user typing the information into a form in the UCR Input Module or by uploading a set of files. Some data validation is performed as part of a regular batch process. Some components use Microsoft Windows while others use Linux. Internally developed software generally uses the Java programming language, although a number of utilities have been developed over the years using SAS software. Some SAS programs are run automatically, while others are initiated manually.

The characteristics for software used by state and local agencies that submit data to FDLE vary by agency.

Existing System and Process Documentation

The current processes and software products and tools in use at FDLE have evolved over the years. Documentation for the total system as a whole does not exist, although some individual processes and software products have been documented.

System and process documentation available at state and local agencies that submit data to FDLE are unknown.

User Interfaces

The current systems include a number of user interfaces for FDLE and/or agency personnel to access various components of the current system as described below.

- FDLE personnel use the UCR user management tool to manage agency user accounts.
- FDLE personnel use the UCR Input Module to manage information for each jurisdiction.
- Agency users enter UCR Summary data into the UCR Input Module through a web-based input form.
- Agency users upload UCR Summary data into the UCR Input Module.
- Agency users enter hate crime, cargo theft, and employee count data through survey forms on a web page.
- Agency users enter human trafficking data through web-based input forms.
- Agency users access the Detail/Error Warning Report through the UCR Input Module.
- Once an agency signifies the submission is complete, the Input Module locks the data record.
- FDLE personnel use the UCR Input Module to unlock an agency's data record so the agency can manually enter or upload corrected data.
- FDLE personnel use SAS programs to extract the data.
- FDLE personnel use macro-enabled Microsoft Excel templates to present the data as reports in PDF format.
- FDLE personnel use the Microsoft Access database to populate data for internal status reports, including which agencies have submitted, are pending, have verified, etc., and the respective percentage of the population falling into each category.
- FDLE personnel manually enter population data into the UCR Input Module.
- State and local agency officers generally enter incident data via MDT into their agency's RMS.
- State and local agency supervisors, data transcribers, and records personnel generally access incident data through the user interface provided by their RMS.

System Interfaces

The current systems include a number of internal and external interfaces as described below:

- Agency users interface to the current systems either through Florida's CJNET or through the public Internet.
- SAS interfaces with the UCR Database to copy the data which is used to generate reports and perform some data cleanup on agency submissions.
- A Microsoft Access database interfaces with the UCR Database via ODBC.
- Data entered or uploaded by agency users goes into the UCR Web Database.
- Once data in the UCR Web Database has been checked and any errors corrected, data is copied to the UCR Database.

Report Generation

FDLE generates six UCR Summary data files for submission to the FBI from a Microsoft Access database that is linked via ODBC to the UCR data tables on the UCRDB database running under SQL Server.

FDLE manually generates the human trafficking report as an XML file per the FBI NIEM Information Exchange Package Documentation (IEPD) specification.

The hate crime and cargo theft data have historically been provided as Microsoft Excel spreadsheets, where the data is collected in online forms and FDLE generates a spreadsheet for each data set. At the request of the FBI, FDLE provides those as flat files per the respective FBI technical specification, and the flat files are generated from the spreadsheets.

Employee count data is compiled by FDLE into a macro-enabled Microsoft Excel template, which generates a flat file to provide to the FBI.

Currently, data files are uploaded using an FTP server at the FBI.

Once data is available for a reporting period, FDLE prepares reports for publication on the FDLE website. In addition, FDLE prepares a hate crimes spreadsheet for the Florida Office of the Attorney General.

Consistency with Agency Software Standards and Hardware Platforms

Many of the processes associated with the summary reports are obsolete by technological standards due to age and inflexible design characteristics. As the overall system has evolved over the years, additions and changes have adhered to FDLE's software standards and hardware platforms available at the time. The format of Summary data submitted to the FBI does not adhere to the current FBI specification.

Scalability to Meet Long-Term and Network Requirements

The current system is specifically geared towards UCR Summary data collection, processing, and submission. The new incident-based system and processes will be put into place, and agencies will transition over a period of time. The current systems and processes must remain in place while the state and approximately 400 Florida agencies make the transition. FDLE will collect and report both UCR Summary and NIBRS information until sufficient agencies make the transition for the state and FBI to have representative NIBRS data for Florida. The current system is not capable of scaling to support NIBRS data submissions.

b. Current System Resource Requirements

FDLE Systems

The following hardware is part of the FDLE system:

- 1 load balancer (for the CJNET interface)
- 2 production physical servers (each with 2 CPUs, 4 cores, 16GB RAM, 150GB internal storage)
- 2 test physical servers (each with 1 CPU, 4 cores, 8GB RAM, 150 GB internal storage)
- 2 development virtual servers (1 CPU, 2 cores, 1GB RAM, 50 GB on Storage Area Network)

The following software is part of the FDLE system:

- Microsoft Windows 2012
- Linux
- JBoss
- Microsoft SQL Server 2014
- Commvault Enterprise back-up
- Java programming language
- Apache Wicket framework
- SAS software
- Kentico
- Microsoft Excel
- Microsoft Access
- FDLE in-house developed authentication and authorization Application Security Module (ASM)

The FDLE UCR systems are hosted and maintained by the FDLE ITS. There are annual maintenance contracts in place on hardware and software. It is estimated that the equivalent of two full-time ITS personnel provide operations and maintenance support to the FDLE UCR systems. In addition to support staff, there are five (5) personnel that support data collection, agency assistance, report generation, data management, training, and agency liaison services as part of the overall FDLE system. These five personnel include one fulltime position assigned specifically to UCR, and four positions with duties outside of the UCR program.

State and Local Agency Systems

The hardware used by state and local agencies that submit data to FDLE varies by jurisdiction.

The software used by state and local agencies that submit data to FDLE varies by agency. Based on a survey performed by FDLE, there are at least 36 different commercial RMS systems in use in Florida, seven (7) in-house RMS products, and 11 agencies that do not have an automated RMS. Specific RMS systems used in the state are documented in the “Current Hardware and Software Inventory” section of this document.

FDLE does not currently fund the acquisition or maintenance of agency RMS software or hardware.

c. Current System Performance

The UCR system is a collection of servers, operating systems, databases, software products, and numerous interfaces that is specifically geared towards data collection, processing, and submission of UCR Summary, hate crime, cargo theft, and human trafficking data, as well as agency personnel counts. While the current system is capable of handling the current data storage, data processing, and user interfaces

requirements, extensive changes are required in order to go from the current UCR Summary requirements to NIBRS. The data to be submitted by agencies to FDLE, and by FDLE to the FBI, will change from being a very small set of numerical statistics submitted twice per year to a detailed set of incident-based data submitted monthly using labor intensive processes.

The current data collection, analysis, validation, and dissemination processes are a mixture of manual and automated activities performed by many agency staff members at all levels of government that require the use of multiple, disparate information systems. Many of the processes associated with the summary reports are obsolete by technological standards due to age and inflexible design characteristics. There are several areas where current processes do not meet end user needs. The FDLE staff depends greatly on manual processes to achieve business goals. Success depends on staff in approximately 400 agencies performing interdependent tasks in a timely and correct manner. Manual processes always carry the potential of introducing human error. Due to historical design constraints, it is not possible to upgrade the current disparate systems to new requirements that would bring modern benefits in terms of both efficiency and timeliness of information to FDLE and its customers such as elected officials, government agencies, the general public, and the media.

In addition, the FBI has a process for the submission of Use-of-Force data to the FBI. This encompasses any Use-of-Force that results in the death or serious bodily injury of a person, as well as when a law enforcement officer discharges a firearm at or in the direction of a person. Given the potential benefit of such information based on recent incidents, the accompanying publicity, and the current lack of representative data, it is anticipated that submission of such data to FDLE and then to the FBI will provide significant benefit at both the state and federal levels. However, the current systems and processes cannot support the collection of this data from Florida agencies, or the submission of data to the FBI.

2. Information Technology Standards

The current system is based upon the standards and specifications provided by FBI CJIS, there are some deviations from the standard in use in Florida.

- UCR Summary data is provided by FDLE to the FBI based on the FBI UCR Summary Reporting Technical Specification, with some Florida-specific deviations.
- Summary data files uploaded by Florida agencies are based on an FDLE-defined flat-file specification derived from the FBI Summary Reporting Technical Specification.
- Hate crime data is provided by FDLE to the FBI using the FBI Hate Crime Technical Specification.
- Cargo theft data is provided by FDLE to the FBI using the FBI Cargo Theft Specification.
- Human trafficking data is provided by FDLE to the FBI using the FBI NIEM IEPD specification.
- Employee count data is provided by FDLE to the FBI using a spreadsheet template provided by the FBI which produces a flat file per the FBI technical specification.

B. Current Hardware and/or Software Inventory

The current hardware and software systems were designed to support the UCR Summary reporting system, which only reports on a small set of data (originally designed more than a half century ago) and no longer meets new federal requirements and state needs for a significantly larger data set, collected more frequently, and analyzed and reported more thoroughly. The existing software cannot be upgraded to the new data standards being used in the law enforcement community, and the existing hardware is inadequate to handle the new data sizes and processing power required to meet current and future law enforcement practices.

The current hardware is no longer under purchase or warranty coverage. Software has primarily been developed in-house over the years and is not covered by maintenance contracts. All production hardware is supported through maintenance contracts.

The current processes, hardware, and software must remain operational while the state transitions to NIBRS reporting. This will allow FDLE to continue to generate crime reports for Florida and submit summary data to the FBI until a sufficient number of state and local agencies have transitioned for the state to have representative incident-based data available.

UCR Web Application Architecture

The UCR web application architecture is hosted at FDLE Information Technology Services (ITS) and consists of:

- Firewall protecting FDLE user access
- Firewall protecting UCR Admin/User access
- JBoss middle-ware Enterprise Application Server
- Load balancer for FDLE users
- Load balancer for UCR Admin/Users
- Internet-accessible DMZ Windows server cluster (FDLE users)
- CJNET-accessible Windows server cluster (UCR Admin/Users)
- Web server architecture, including:
    - Presentation Layer – User Interface Components
    - Service Layer – Spring Beans
    - Database Layer – DAO Components
    - Application Layer – Java SE, SQL Server 2008/2014, Authentication and Authorization Framework (ASM)
- SQL Server Database, including
    - FDLE ASM
    - UCR Transactions on UCRDBWEB SQL server
    - UCR Report on UCRDB SQL server
    - UCR data tables are housed in SQL Server 2014; the database resides in a clustered 2 node environment; the OS for the 2 nodes are Windows 2012 R2.
- Reporter – SAS Reporting Application

Network connections from the FDLE users and state and local agency users (i.e., UCR Admin/User) to the FDLE site is either through the existing Internet connection or the Florida Criminal Justice Network (CJNET).

The system hardware of the current UCR summary system consists of legacy CPUs, memory, and internal data storage devices:

- Production System: 2 physical servers – each with 2 CPUs 4 Cores, 16 GB RAM, 150 GB internal storage.
- Testing System: 2 physical servers – each with 1 CPU 4 Cores, 8GB RAM, 150 GB internal storage.
- Development System: 2 virtual servers – 1 CPU, 2 Cores, 1 GB RAM, 50 GB on SAN

The current UCR system is backed up by Commvault (enterprise back-up system).

Current User Groups and RMS Applications

State and local agency users are from approximately 400 Florida law enforcement agencies and include:

- All Police departments (including all cities, counties, schools, colleges, universities, airports, beach patrols, etc.)
- All sheriff's offices (SO)
- The Florida Fish and Wildlife Conservation (FWC) Commission
- The Florida Department of Corrections Inspector General (IG) Office
- The Florida Department of Law Enforcement (FDLE)
- The Florida Highway Patrol (FHP)
- The Florida Department of Business and Professional Regulation Division of Alcoholic Beverages and Tobacco (DABT)
- The Florida Department of Financial Services Division of Insurance Fraud

FDLE surveyed all agencies currently submitting UCR Summary data to the state to determine which agencies have an RMS, what RMS is used, what NIBRS data elements are collected, how many officers in the agency report incident data, whether the agency shares their RMS with any other agencies, the age of their hardware and software, and whether there are plans to update or replace the RMS hardware or software. Over 85% of the agencies (311) responded. Based on this data, there are at least 36 different commercial RMS products in use in Florida, seven (7) in-house RMS products, and 11 agencies that do not have an automated RMS. There are also approximately 18 RMS products, including both commercial and in-house systems, which are used by only one agency in the state. Details from that survey are shown below. Note that the numbers shown are from the survey and do not include every agency in the state.

The following commercial Records Management Systems (RMS) are being used throughout Florida as of 2016:

Commercial RMS	# of agencies
ACISS Systems RMS	9
ARMS Records Management	2
AssetWorks BOSSCOPS	1
Beacon Software Solutions RMS	3
Caliber Public Safety Global Software	1
Capers Software RMS	1
Cohero CommandPoint RMS/AFR	1
Competitive Edge Software Report Exec	1
Computer Information Systems RMS	4
Crime Star RMS	1
Delphi Enterprises Code 3	3
eForce Software RMS	3
Executive Information Services RMS	7
Florida State Univ. TRACS	2

Commercial RMS	# of agencies
Hexagon Safety & Infrastructure I/LEADS	3
Informant Technologies Informant PS	1
Logisys Systems Data Trak	1
MobileTec International InMotion RMS	1
Motorola Solutions InfoTrak	1
Motorola Solutions PremierOne	3
Pamet RMS	1
Pulsiam SafetyNet RMS	1
QED Web/Partner	1
SmartCOP SmartRMS	42
Southern Software RMS	4
Spillman Flex	11
Sungard Naviline	3
Sungard ONESolution	52
TriTech Inform RMS	3
TriTech Tiburon Total Command RMS	26
TriTech VisionRMS	2
Tritier WinGS Direct RMS	2
Tyler New World Records Management	24
USA Software CrimeFile IMS	20
Versaterm Versadex	2

In addition to the above commercial RMS applications, the following Florida agencies have developed and support their own in-house RMS, with several of these agencies also providing RMS services to sister agencies:

In-House Developed	# of agencies
Bay County SO	5
FDLE/Capitol Police	1
Florida Department of Law Enforcement	1
Jacksonville SO	2
Palm Beach County SO	1
Seminole County SO	11

In-House Developed	# of agencies
University of Central Florida PD	1

Current Agency Data Collection Practices

This section describes the process for collecting and recording incident data used by state and local agencies for crimes that occur within their jurisdiction. While details vary from agency to agency, the general process described here provides a high level, general view of the current process.

Citizen calls for service and officer dispatch are initiated through a staff of call takers, generally using a Computer Aided Dispatch (CAD) product that provides call information to an officer's Mobile Data Terminal (MDT). Officers input additional incident data into their MDT, which in general automatically populate the agency's RMS. RMS currently used in the state are configured for Florida's UCR Summary data collection and submission and perform very limited, if any, data validations geared towards UCR Summary on the data entered by the officer. Incident data is generally reviewed by a supervisor to ensure it meets agency and UCR Summary business rules. Supervisors can approve the incident report or send it back to the officer for corrections; in some cases, supervisors can make limited changes to the data themselves. Once the supervisor has approved the incident report, the report goes to records department staff, who also perform business rule checks and can also send a report back for corrections, and who may also be able to make some updates to the report themselves. UCR Summary data submissions are generated semi-annually by the agency, generally through the use of UCR Summary reporting capabilities built into the agency's RMS, and submitted to FDLE.

Some agencies do not have automated CAD systems and/or MDTs. Some agencies have a very limited automated RMS, while some rely on paper forms. These agencies generate UCR Summary data submissions manually and submit to FDLE through an online web form.

Most current vendor and some in-house developed RMS used in the state include NIBRS capabilities. In some cases, all NIBRS data elements are already included in the RMS database and displayed to the officers on their MDTs. However, NIBRS business rule data validation is not performed on input data since the state is not currently reporting NIBRS data. In other cases, the RMS database does not include all the NIBRS data elements. Therefore, these agencies would need changes to their RMS database and screens displayed to officers on their MDTs.

C. Proposed Technical Solution

The current information technology environment supporting UCR Summary reporting is significantly different from the proposed environment required to support incident-based reporting. While the processes are comparable in some cases, incident-based reporting requires daily and monthly data collection, processing, and submission versus semi-annual data collection and submission for summary reporting. Keeping the current systems and processes in place indefinitely is not an option based on the FBI's plan to discontinue accepting summary data in January 2021.

The processing power and storage capacity required for the new FIBRS repository is much greater than the current summary system due to the larger number of data elements required for incident-based reporting, and because detailed information for each incident is reported rather than a statistical summary of the total data for six months or a year. It requires increased storage capacity plus the processing power to manage the increased data handling and analysis. However, similar to the current system, the incident-

based reporting system does not require real-time transaction processing for data collection or reporting. Although FDSP data requires much more timely data collection and data forwarding, it is still on a daily basis versus real-time. The proposed state-provided RMS system can also operate on a non-real-time basis, accounting for officers not having CJNet connectivity for limited time periods.

Hosting of FIBRS Repository
The FIBRS repository is the backbone storage and processing system and may consist of several machines hosting a database server, application server, web server, and associated network and software systems. The systems must be hosted in FDLE enterprise Microsoft Azure government tenant and must be protected from unauthorized access and environmental events.

State-provided RMS
FDLE intends to provide an RMS for agencies that do not have their own RMS, have an RMS that cannot be reasonably upgraded to support incident-based reporting, or that desire to use a state-supported RMS rather than maintain their own. The RMS must meet the requirements of the agencies that intend to use it and FDLE will develop requirements, evaluate candidate products, and make a final selection.

Hosting of State-provided RMS
The state-provided RMS will be the incident management system for Florida law enforcement agencies and will be a software as a service. The system must be hosted in Microsoft Azure government cloud and must be protected from unauthorized access and environmental events.

Develop FIBRS Repository In-House or Acquire Customized COTS FIBRS Repository
The FIBRS repository will be based on the NIBRS specification with customized functionality added to meet Florida requirements. The NIBRS specification is well documented. FDLE has drafted the additional FIBRS specification documentation that must be developed. The deployed FIBRS repository must meet the FIBRS specification as published by FDLE.

Develop State-provided RMS In-House or Acquire Customized COTS RMS
The state-provided RMS must meet the needs determined by FDLE. The RMS will be based on the NIBRS specification with customized functionality added to meet Florida's documented FIBRS requirements. The deployed RMS must meet the FIBRS specification as published by FDLE.

1. Technical Solution Alternatives

Based on the business process requirements and the recommended business solution as documented in section II.C – Proposed Business Process Requirements, a number of different aspects of the overall solution were reviewed as documented below.

Hosting of FIBRS Repository
The alternative implementations for the FIBRS repository are to host at the FDLE data center, or to use a repository hosted at a third-party site. Note that some repository vendors offer hosting, while others do not.

State-provided RMS
The alternative implementations are for the state to provide an RMS for agencies that do not have their own RMS, have an RMS that cannot be reasonably upgraded to support FIBRS incident-based reporting, or that desire to use a state-supported RMS rather than maintain their own.

Hosting of State-provided RMS
The alternatives for the state-provided RMS are to host at the FDLE data center, use a repository hosted at a vendor-site, or use an RMS that already exists at NLETS.

Develop FIBRS Repository In-House or Acquire Customized COTS FIBRS Repository
The alternatives are to develop the FIBRS repository at FDLE, or to acquire a COTS product and contract with the vendor to customize for Florida's needs.

Develop State-provided RMS In-House or Acquire Customized COTS RMS
The alternatives are to develop the state-provided RMS at FDLE, or to acquire a COTS product and contract with the vendor to customize for Florida's needs.

2. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders. These criteria include:

- Impact to state and local agencies
- Impact to vendor and agency RMS
- Impact to FDLE IT services and systems
- Resource requirements
- Costs

3. Recommended Technical Solution

Hosting of FIBRS repository
FDLE will host the FIBRS repository in a cloud solution.

While some vendors provide hosting support, many do not, and those that do only provide it as an alternative for states that do not have the data center support necessary. The time required to ensure that a vendor-hosted repository meets state policy requirements makes a vendor-hosted solution more expensive than hosting in the Microsoft Azure government cloud. A vendor would still have to acquire hardware upon which to host the repository given that there are few vendor-hosted state incident data repositories in the country. FDLE would also have to conduct periodic audits of the vendor site to ensure ongoing adherence to state and agency policy requirements since the site is not under the control of FDLE or a trusted organization.

The repository could also be hosted at a trusted site if FDLE provided the hardware. But the installation of hardware and software at a remote site, and the management of such a remote system would make this solution more expensive and less secure than hosting in the Microsoft Azure government cloud.

State-provided RMS
The state will provide a state-supported RMS in order to ensure that incident-based data is available from a sufficient number of jurisdictions in the state to provide representative data for crime statistics.

Some of the reasons for this are below.

- There are a number of agencies that do not have an RMS and manage incident data through paper forms. Without a state-provided RMS, those agencies would not be able to participate in FIBRS.
- There are a number of agencies that maintain incident data in local computer systems that cannot

support data submission to FIBRS, or that have systems that cannot be upgraded to support any new requirements. Without a state-provided RMS, those would not be able to participate in FIBRS.

- Given the number of commercial and in-house developed RMS used by only one or two agencies, the cost of upgrading all those systems is quite high. Given the option of using a state-provided system, at least some of these agencies will switch to the state-provided RMS, saving the costs of upgrading their existing RMSs.
- For small and some medium-size agencies, the cost of maintaining the existing RMS is a strain on budgets, data centers, and support staff. By using a state-provide RMS, these agencies can liberate resources for other mission critical needs.

Hosting of State-provided RMS

The RMS will be hosted in a cloud solution.

Develop FIBRS Repository In-House or Acquire Customized COTS FIBRS Repository

FDLE acquired a vendor-customized COTS repository product for the FIBRS repository.

The market for a state-level incident-based repository consists of the 50 states; this is not a large number of COTS state-level repository products. In addition, some states have developed their own. Virtually every installed COTS repository has been customized to some degree to meet state requirements for additional data elements, business rules, code values, data export formats, etc. Therefore, all vendors are capable of, and have the expectation that any customer will require customizations to the base product. Therefore, in this realm, the customization of a COTS product is a standard approach. Vendors typically charge license, installation, and training fees for their base product plus any additional modules that are required, then charge an additional amount for customization. Ongoing maintenance fees cover the base product plus any customizations. Therefore, when the base product is updated to add features, improve usability, or to address any security issues, the vendor provides those changes to the customized products as well.

While the state-level repository is not as complex a product as an RMS, there is still a significant level of requirements analysis, design, and development. Given the number of data elements that are expected to be in the FIBRS repository, and the number of business rules that will be inherited from NIBRS and use-of-force, the repository would not be a small, simple project. Development of such a product from scratch in FDLE would be a significant undertaking requiring subject matter experts (SMEs), system engineers, business analysts, software developers, and technical writers. Developing a Florida-specific repository product from scratch would be an extremely complex and costly endeavor, and doing it while transitioning the entire state to incident-based reporting would be onerous. Therefore, development of the FIBRS repository at FDLE is not a practical alternative.

Develop State-provided RMS In-House or Acquire Customized COTS RMS

FDLE will acquire a vendor-customized COTS RMS product as the state-provided RMS.

There are dozens of COTS RMS products currently available since the market consists of every law enforcement agency in the country, if not the world. Virtually every installed product has been customized to some degree to meet state or agency requirements for additional data elements, business rules, code values, screen layout, etc. Therefore, all vendors are capable of, and have the expectation that any customer will require customizations to the base product. Therefore, in this realm, the customization of a COTS product is a standard approach. Vendors typically charge license, installation, and training fees for their base product plus any additional modules that are required, then charge an additional amount for customization. Ongoing maintenance fees cover the base product plus any customizations. Therefore, when the base product is updated to add features, improve usability, or to address any security issues, the

vendor provides those changes to the customized products as well.

Development of an RMS product entails a significant level of requirements analysis, design, and development. Complexities of a simple RMS product that can support an entire agency throughout the lifecycle of an incident from initial reporting to final disposition is a significant undertaking requiring subject matter experts (SMEs), system engineers, business analysts, software developers, and technical writers. Most existing RMS products have taken years to design, develop, and evolve into fully functional and usable products. Developing a Florida-specific RMS product from scratch would be an extremely complex and costly endeavor, and doing it while transitioning the entire state to incident-based reporting would be onerous. Therefore, development of a state-provided RMS at FDLE is not a practical alternative.

D. Proposed Solution Description

The proposed solution is to replace the current UCR Summary system with a new hybrid solution (i.e., Approach 4 as selected in Section II.C.4) that is geared toward meeting Florida's needs for NIBRS, FDSP, Use-of-Force, and the Florida-specific data elements required for hate crime and domestic violence reporting. The hybrid approach is intended to allow state and local agencies to submit a FIBRS message to FDLE, and FDLE will extract the data necessary to support data submissions to the FBI for NIBRS and the Use-of-Force, for Florida's state-wide crime statistics plus hate crime and domestic violence reporting, and to FDSP repository. FDLE could also submit data directly to the N-DEx program if desired.

To meet these requirements, FDLE intends to implement a data repository with two key components, the Florida CJIS Portal (Portal) and Florida Incident Based Reporting System (FIBRS) data to collect, store, and distribute incident based data from state and local agencies. The Criminal Justice Data Transparency project will leverage technology from the FIBRS solution to standardize and streamline the submission of data to FDLE. This will have the added benefit of economizing submissions from data contributors and reducing the need for multiple repositories. Independently implementing FIBRS will significantly increase the cost.

Data collection will consist of the following types of data from state and local agencies in Florida:

1. Collect all NIBRS data elements on a monthly-basis or more frequently, for all NIBRS-reportable incidents and arrests.
2. Collect all Florida-specific data elements (i.e. not in standard NIBRS) for hate crime and domestic violence on a monthly-basis or more frequently.
3. Collect Use-of-Force data on a monthly basis or more frequently.
4. Collect FDSP data on a daily basis.
5. Collect law enforcement agencies' employee count data annually.

The following section describes the technical aspects of the collected information.

Data Contents Overview

The hybrid solution includes approximately 250 data elements, including all NIBRS, FDSP, Florida hate crime, Florida domestic violence, and Use-of-Force data elements.

The high-level data constructs include:

- Address/location
- Event (incident, arrest, citation, booking, field contact, case record or CAD record)
- Image

- Narrative
- Offense/charge
- Pawn
- Person (including whether subject, victim, witness, etc.)
- Organization (including agency information)
- Phone number
- Vehicle
- Property (non-vehicle)
- Scars/marks/tattoos for a person
- Warrant
- Weapon

The hybrid solution's data contents are summarized below.

- Incident information includes details related to uniform crime reporting such as details related to the incident, case, offense, subject, arrest, victim, officer, property/vehicle, location, and arrestee.
- Arrest information includes details such as subject, offense, charge, arresting agency, bond information, victim information, and vehicle details.
- Location information includes individual address elements such as street number, street name, city, and latitude and longitude.
- Organization information includes organization name, organization type, and agency ORI code for law enforcement agencies.
- Person information includes name separated into first/middle/last/suffix, date of birth, identifiers such as social security number, race, sex, ethnicity, and descriptors such as hair color, height, weight, etc.
- Property information includes the identical set of property status values as in NIBRS, but property is organized by the piece of property as in the FDSP.
- Includes equivalents for all of the additional hate crime data fields that Florida currently collects.
- Includes equivalents for all domestic violence offense codes and relationship types currently collected by Florida.
- Includes equivalents for all use of force data elements.

The hybrid approach provides the capability, using a component known as the FDLE CJIS Portal, to include sensitive data in a data submission by including explicit dissemination criteria as defined by the N-DEx program and as needed to support other legislatively mandated work, like Criminal Justice Data Transparency (CJDT) and the uniform arrest affidavit. The Portal will not share sensitive data with the FIBRS Repository component. This allows accurate and complete NIBRS and UoF data to be extracted from the Florida FIBRS repository while restricting the sharing of sensitive data. Data used to generate NIBRS and UoF statistics do not include any personally identifiable information. Data marked as non-sensitive can be forwarded to the FDSP. By leveraging the N-DEx data markings, the Florida system can potentially forward data to N-DEx with the appropriate markings for that system.

The design of the hybrid solution includes all data elements for the various data sets (i.e., NIBRS, FDSP, hate crime, domestic violence, etc.) that must be supported by Florida. Previously, these data sets were reported separately with numerous overlapping data elements. Some of the reporting was done manually by personnel at the agencies and at FDLE. These manual processes required extra work and increased chances for data entry errors. Therefore, one of the goals of the hybrid solution is to minimize the number of data sets and data submission processes that must be supported by state and local agencies and this approach will also eliminate manual steps in the data submissions process. This approach will also leverage

the Portal to security manage data to be shared with other systems like CJDT and the Computerized Criminal History (CCH) system.

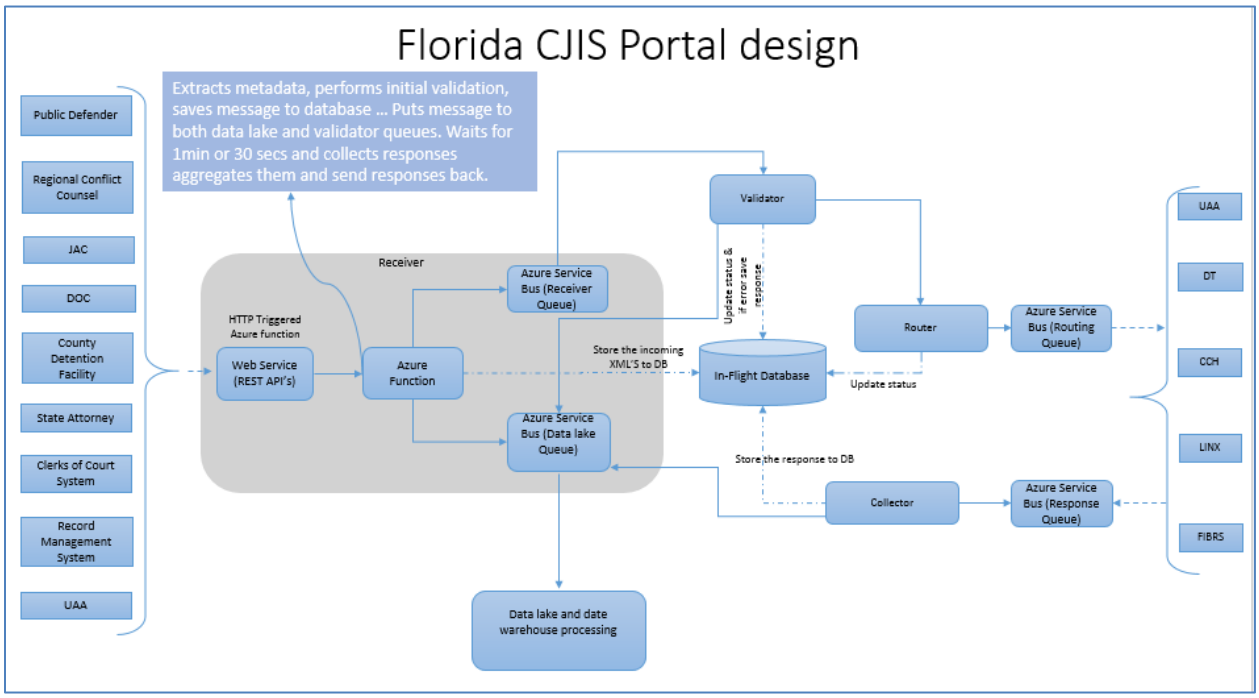
This approach will define and implement business rules to ensure the data is consistent and of high quality, and will incorporate the required NIBRS business rules.

Data Submission

The hybrid data specification is defined in the form of a NIEM IEPD(s), which includes extensive information for mapping the hybrid data model to NIBRS. The hybrid data specification extends the NIBRS data model so that existing RMS and repository vendor products, software tools, and documentation can be leveraged for implementation and interoperability. NIBRS and NIEM also provide a number of free-to-use tools that can be used by vendor and agency implementers for testing, to ensure conformance to the business rules, and to simplify development; these tools can be modified to support the Florida implementation rather than developing comparable tools from scratch.

Data will be submitted to the FDLE CJIS Portal by state and local agencies. The Portal will extract the raw data and send relevant data to the FDSP and other systems. Non-sensitive data for NIBRS, Use-of-Force and Florida specific crime reporting will be shared via the FIBRS repository. During this process, the data will be checked against all applicable business rules as well as any other data quality requirements. In case of data quality issues, the submitting agency will be notified so that errors can be corrected. For both components, authorization is managed through integration with a third-party provider.

The data submission process is outlined in the conceptual diagram below. “State/Local” refers to state and local law enforcement agencies across Florida. They may send their data to the FIBRS repository via the Florida CJIS Portal located in Microsoft Azure government cloud, where data collection, validation, and state reporting will occur. Furthermore, data is submitted in various formats to other analytical and investigative law enforcement programs.



Administration and Data Functions

The hybrid repository includes application servers and web interfaces to implement agency and user management, data upload, review, validation, and other miscellaneous administrative functions:

- Collect and store all incident data submitted by state and local agencies
- Store state and local agencies, including their names, locations, ORI code, etc.
- Store authorized agency FIBRS users
- Store authorized FDLE FIBRS users
- Add, delete, and edit users in the system; modify authorizations and privileges
- Assign roles to users
- Download and review the generated agency crime statistics by the agency users
- Examine any data quality issues and allow the reporting agencies to update their data
- Approve agency data submission for submission to the FBI
- Designate that agency data is not to be included in a data submission to the FBI
- Track data submissions and approvals by individual agency; show status of progress, error correction, and approvals; provide reminders to agencies to complete their required tasks in a timely manner
- Collect agency/jurisdiction population data to be used for statistical analysis in the annual Crime in Florida report and other reports
- Accept UCR Summary data submissions from state and local agencies until FDLE determines that a sufficient number of agencies are submitting data to FIBRS
- Generate state crime data and statistics (i.e., Crime in Florida report, etc.) to be published
- Publish and disseminate state crime data and statistics to the public, media, and government officials
- Provide training and support to the agencies' administrative personnel in the use of the above functions
- Provide option to submit data to FDSP
- Provide options on what data is restricted from the submission to the FDSP

1. Summary Description of Proposed System

There are three major components that are part of the planned approach: (a) the Florida CJIS Portal that receives, stores and processes data from agencies, (b) the FIBRS repository that further processes NIBRS and UoF data, and generates data submissions for transmission to other systems such as NIBRS at the FBI, and (c) a state-provided RMS for agencies that do not have their own RMS, have an RMS that cannot be reasonably upgraded to support incident-based reporting, or that desire to use a state-supported RMS rather than maintain their own.

System Type

FIBRS will host all data submitted by state and local agencies to FDLE, and will include a machine-to-machine web service for agencies to upload data to FIBRS.

FIBRS and the Portal include an application server, web server, and a database server, with a web-based interface to perform numerous administrative and managerial functions related to user management and data handling, as described above. FIBRS is hosted in FDLE's Microsoft Azure government tenant.

The state-provided RMS will be a data warehouse hosting all data submitted by officers at agencies using the RMS. The RMS will leverage cloud services and software-as-a-service.

Connectivity

FIBRS will interface with the FBI, local agencies and FDSP systems over existing secure connections. FDLE personnel will connect to FIBRS over a secure interne connection. State and local agency representatives will connect to the system over secure connection with the agencies.

The state-provided RMS will be accessible over a secure connection to allow officers to enter data from incident locations as well as their offices. Officers will be able to enter data into their mobile data terminals (MDTs) or office computers for transmission to the RMS. In locations where network service is not available, the data will be stored on the MDT until network service is available, at which time the data will be transmitted. Agency supervisors and records management personnel will be able to review and approve data from their office computers.

Security, Privacy, Confidentiality, Access

These standards will be the same as the current security standards used by FDLE.

Since FIBRS will contain personally identifiable information, data controls will be established to ensure that access to sensitive data is restricted to appropriate personnel, while allowing the data necessary for crime statistics reporting to be accessible by the Florida Statistical Analysis Center (FSAC).

Development and Procurement Approach

To realize the business solution, FDLE plans to acquire commercially available systems that can be customized to meet FDLE's business requirements. The contracted systems will include, but are not limited to:

- Commercial NIBRS repository
- Commercial RMS product
- Contracted services to upgrade local agencies' RMS products
- Project management services
- Software customization services
- Data analysis and migration services
- System integration and testing services
- Implementation and configuration
- Training services

Internal and External Interfaces

FIBRS will communicate with the following external systems:

- FBI NIBRS (outgoing)
- FDSP (outgoing)
- FBI Use-of-Force (outgoing)
- Law Enforcement Employee Count
- Florida state-provided RMS (incoming)
- All Florida state and local agency RMS (incoming)
- State's Statute Table
- Florida's uniform arrest affidavit
- FDLE's Data Transparency Solution
- FDLE's Data Visualization Tool

The state-provided RMS will communicate with the following systems:

- FIBRS (outgoing)

- Officer MDTs at agencies using the RMS (incoming)
- Officer, supervisor, and records management personnel desktop systems (incoming)
- State's Statute Table
- Florida's uniform arrest affidavit
- FDLE's Data Transparency Solution

Maturity and Life Expectancy of the Technology

FDLE intends to procure a vendor solution which is mature and used in other states. The systems will be updated by the vendor when upgrades are available for the underlying vendor product. The vendor solutions will be flexible to facilitate future changes and upgrades.

Other Systems to be Integrated With

The systems will interface with the systems indicated in the "Internal and External Interfaces" section above. These systems will not be tightly integrated since system-to-system data submissions will be accomplished via the transmission of data files through a web services interface. Agency and FDLE users will interface via web applications.

2. Resource and Summary Level Funding Requirements for Proposed Solution (if known)

FIBRS is hosted in FDLE's Microsoft Azure government tenant. The state-provided RMS will not require hardware to be procured, because it will also leverage cloud services and software-as-a-service.

Anticipated total project costs are summarized in the table below:

Title:	Florida Incident-Based Reporting System						
Tracking #:	TBD						
Customer:	Criminal Justice Information Services		**Customer Contact:**				
Manager:	Kristen Grosh		**ITS Lead:**				
Planned Start:	7/1/2019		**Planned Finish:**	6/30/2023			
Duration (mos):	48.7						
Baseline Date:	7/1/2019						
Revision Date:	10/8/2020		**Version #:**	3.0			
Project Budget	**Actual**	**Actual**	**Actual**	**Planned**	**Planned**	**Planned**	
Cost Elements	**Prior Years**	**FY 18-19**	**FY 19-20**	**FY 20-21**	**FY 21-22**	**FY 22 -23**	**Totals**
Staff							
State Staff	$0	$459,508	$591,011	$1,148,728	$1,527,673	$1,527,673	$5,254,593
OPS	$0	$14,686	$22,221	$59,247	$14,812	$0	$110,966
Expenses							
Project Deliverables	$0	$0	$0	$0	$0	$0	$0
Software	$0	$0	$0	$1,008,000	$0	$0	$1,008,000
Other Expenses	$0	$12,477	$19,725	$1,212,004	$226,407	$226,407	$1,697,020
OCO	$0	$0	$7,444	$0	$0	$0	$7,444
Contract Services							
Contract Staff	$412,000	$198,513	$722,351	$776,375	$958,375	$758,375	$3,825,989
Project Deliverables	$0	$0	$405,783	$4,619,734	$1,682,662	$957,468	$7,665,647
Other IT Services	$0	$58,000	$98,922	$283,215	$299,944	$251,364	$991,445
Other	$0	$0	$101,069	$2,067,955	$6,289,767	$1,000,000	$9,458,790
Total	**$412,000**	**$743,184**	**$1,968,526**	**$11,175,258**	**$10,999,640**	**$4,721,287**	**$30,019,895**
Maintenance Budget							
Cost Elements	**Prior Years**	**FY 18-19**	**FY 19-20**	**FY 20-21**	**FY 21-22**	**FY 22 -23**	**Totals**
Maintenance Expenses	$0	$0	$0	$255,212	$1,509,114	$1,509,114	$3,273,440
Contracted Services Maintenance	$0	$0	$0	$0	$ 640,206.00	$ 853,608.00	$1,493,814
Total	**$0**	**$0**	**$0**	**$255,212**	**$2,149,320**	**$2,362,722**	**$4,767,254**

E. Capacity Planning

(historical and current trends versus projected requirements)

The overall process of the planned system includes agencies processing and submitting data to FDLE as well as FDLE processing and analyzing data for internal and public use and subsequently submitting data to the FBI. However, for the purposes of this section, only components under the control of FDLE are included since agency RMS systems already collect and store incident data and the transition to incident-based reporting by FDLE does not significantly impact agency RMS system capacities or capabilities.

There are three major components that are part of the planned approach:

1. The Florida CJIS Portal that receives, stores and processes data from agencies,
2. The FIBRS repository that further processes NIBRS and UoF data, and generates data submissions for transmission to other systems such as FBI NIBRS, and
3. A state-provided RMS system for agencies that do not have their own RMS or that desire to use a state-supported RMS rather than maintaining their own.

Each of these major components is covered separately below.

Historical and Current Information

FIBRS

Current data submission transactions from state and local agencies are limited due to the restrictive design of the UCR Summary data collection. Most agency data are submitted twice per year, with some data only collected once per year. Limited data is submitted more frequently; in 2016 this data consisted of fewer than 300 reports. UCR Summary data reporting was originally designed more than a half century ago to be suitable for paper reporting and has not been significantly updated since then. The data is statistical in nature so the size of the data sets and the number of records is relatively small by modern standards. The number of agencies submitting data directly to FDLE is approximately 400. Therefore, data capacity, network bandwidth, and processing power requirements are currently low.

State-provided RMS

The state does not currently provide such a service.

Projected Requirements

FIBRS

The required transition from a UCR Summary statistical reporting process to a FIBRS incident-based process means that data set size will increase significantly, and the frequency of data submissions will go from semi-annual to daily and monthly. Therefore, the historical capacity and capabilities of the existing hardware, software, and network do not provide a foundation for determining projected requirements. However, the information available regarding the number of agencies and number of incidents does provide input into projected requirements.

The inclusion of FDSP data that will be forwarded to the FDSP repository means that FIBRS must be capable of receiving, processing, and transmitting data on a daily basis. When errors or other issues are identified in submitted data, or when additional information regarding an incident becomes available, an agency can update and then resubmit the data to FDLE, meaning that some incident data may be submitted

multiple times.

The transition from UCR Summary to NIBRS for statistical analysis of incident data will increase reporting frequency from twice annually to monthly, with a significantly larger data set requiring application of a complex business rule set to enforce much higher data quality. Additionally, NIBRS supports more frequent reporting than monthly, so some agencies may report weekly or by any other desired schedule.

While the actual capacity planning can only be done after the detailed design of the system is completed, some generalizations can be made.

- Over 600,000 offenses were reported during the previous annual reporting cycle, for an average of almost 1,700 per day or 50,000 per month.
- Some incidents may be submitted more than once either due to the availability of additional data or to make corrections and/or updates to an earlier submission. Assuming ten percent (10%) are resubmitted, the average number of incidents submitted would increase to over 1,800 per day or 55,000 per month.
- All incident data is expected to be retained indefinitely.
- Original XML data submissions will be retained indefinitely.
- While there is not an expectation that agencies will submit historical (i.e., pre-FIBRS) data to FIBRS, some agencies may submit all data that has not previously been submitted, which would include historical data.
- Some agencies may submit data weekly or monthly rather than daily, requiring greater capacity to handle larger data files. It is expected that these larger file submissions would occur over a short period of time at the beginning of the month, increasing the maximum capacity required to accept data submissions.

In addition to the primary FIBRS system, a back-up system must also be acquired, so operations can continue if the primary system is down for a period of time. While FIBRS will forward incident data on a daily basis to the FDSP, a slowdown or short delay in submitting data to the FDSP is not catastrophic. Data submissions to the FBI for NIBRS and Use-of-Force will occur monthly; a slowdown or short delay in submitting this data does not create issues with these programs.

State-provided RMS

Based on the online survey conducted by FDLE, it appears that fewer than 15 agencies currently lack an RMS, totaling fewer than 600 officers. However, it is anticipated that as many as 100 small and medium agencies totaling as many as 4,000 officers may switch to a state-provided RMS in order to upgrade to a modern system, simplify operations, and lower costs. Therefore, the hardware must be sufficient to support the larger user base. While the details will depend on the user pricing model of the selected product, licensing and upgrades must support adding additional users as new agencies come online. RMS software licensing prices and capacity requirements are driven by the number of officers and agencies rather than the number or frequency of incident data collected. Therefore, detailed estimates for the number of incidents, transaction frequency, peak transactions, etc., are not required.

A large percentage of the data elements that must be supported by the FIBRS RMS are already included in all basic RMS products. Additional system processing and storage capacity required to support data elements that are not already part of the “base” RMS will be determined during negotiations with the selected vendor, but are expected to be minimal.

In addition to the primary state-provided RMS system, a back-up system must also be acquired so

operations can continue if the primary system is down for a period of time. Since the RMS is used in real-time by officers, data entry and access responsiveness for the back-up system must be equivalent to that of the primary system, requiring the back-up system to have equivalent processing power, networking capacity, and storage capacity as the primary system.

VII. Schedule IV-B Project Management Planning

Purpose: To require the agency to provide evidence of its thorough project planning and provide the tools the agency will use to carry out and manage the proposed project. The level of detail must be appropriate for the project's scope and complexity.

FDLE has a Project Management Plan that includes:

Project Scope

The scope of this project is to implement and deploy solutions for Florida to collect and process incident-based crime data from participating local and state criminal justice agencies. The solutions provide data to NIBRS, Use-of-Force, and LInX and provide a means to store and display state of Florida only statistical data. The solutions also automate the collection, storage, and submission of law enforcement employee count data and population data.

The following are in scope for this project:

- Implementation of the technical specification for an incident-based reporting program that supports the needs of NIBRS, Use-of-Force, LInX, and any additional data required by Florida for hate crime and domestic violence
- A state records management system
- A state repository for the incident-based crime data that can collect, extract, and submit data to NIBRS, Use-of-Force and LInX on behalf of state and local agencies
- Platforms, including development, test, production, and disaster recovery environments, to support the state repository and state records management system
- Funds for modifying state and local agencies' RMS, including the management of funds
- Processes and procedures that involve interfacing the repository with:
    - FBI
        - NIBRS
        - Use-of-Force
        - Law Enforcement Employee Count
    - Florida's LInX System
    - State Agencies' Records Management Systems (RMS)
    - Local Agencies' RMS(s)
    - State's Statute Table
    - State's RMS
    - Florida's uniform arrest affidavit
    - FDLE's Criminal Justice Data Transparency Solution
    - FDLE's Data Visualization Tool

The following is out of scope for this project:

- A web based mechanism to disseminate state and local crime data and statistics to the public, media, and government officials in a timely manner

Project Phasing Plan

This project consists of three high-level phases: detailed planning, procurement/contracting, and implementation and deployment. Given the number of state and local agencies that will interface to the FIBRS repository, and the number of initial and future agencies that are anticipated to use the state-provided RMS, the overall timeframe for this project is relatively long. In addition, FDLE needs to have systems in place and at least a partial set of agencies reporting NIBRS data by the time the FBI stops accepting UCR Summary data in January 2021. Therefore, all phases of the project will overlap so at least partial functionality is in place by then.

Phase 1 - Detailed Planning

The detailed planning phase involves designing and developing the FIBRS technical specification and technical requirements, assembling the project team, and establishing mechanisms for FDLE to collaborate with state and local law enforcement agencies and with vendors. The technical specification and technical requirements documentation have been provided to state and local agencies that have developed their own RMSs. FDLE identified agencies interested in using the state-provided RMS to review requirements defined by FDLE and to review product offerings. During this phase, FDLE will also continue to collect and update information collected during readiness assessments to fill in missing information and to make updates as agencies change their RMSs.

Phase 2 - Contracting

This phase of project includes obtaining funding and statutory approvals to move forward with procurement process. The specifications and requirements developed during the detailed planning phase will be used to develop procurements for both the FIBRS repository and state-provided RMS. FDLE has procured a vendor(s) commercial product for FIBRS repository. FDLE is procuring a vendor(s) commercial product for a state-provided RMS.

Phase 3 - Implementation and Deployment

The implementation and deployment phase began as soon as the technical specification and requirements were available since agencies and vendors could begin efforts to upgrade their existing RMS products. In addition, FDLE began development of a test plan and various documentation and software tools to simplify development and testing of products. Once the contracting phase was complete, vendors started customizations to the products that will be used for the FIBRS repository. Work on the state-provided RMS will begin when its contracting phase completes.

FDLE worked with agencies to determine the first set of RMS products to upgrade, and FDLE provides technical assistance to those agencies to aid with the rapid adjustment, to answer questions, and to provide support to ensure a successful upgrade and deployment. FDLE focuses primarily, but not exclusively, on agencies that are part of the NCS-X sample agencies that the FBI needs to be able to generate accurate nationwide NIBRS crime statistics. FDLE will work with the FIBRS repository and state-provided RMS vendors to provide similar technical assistance. FDLE will also work with the state-provided RMS vendor to interface the RMS to the FIBRS repository via the Portal.

Once the state-provided RMS is deployed, FDLE will work with an initial set of agencies to onboard them to the RMS. FDLE will focus primarily, but not exclusively, on agencies that are part of the NCS-X sample agencies that the FBI needs to be able to generate accurate nationwide NIBRS crime statistics. Once the

initial set is operational, additional agencies will be brought onboard with the state-provided RMS.

During this phase, FDLE will also work with the NCS-X Implementation Team and FBI NIBRS programs to start submitting data to NIBRS. FDLE will work with the FBI to submit data to the Use-of-Force repository. FDLE will coordinate with the state FDSP repository to forward appropriate data to the FDSP. Work will be done on an agency-by-agency approach as agencies submit data to FIBRS.

Toward the end of this phase, the FIBRS repository and state-provided RMS will have been deployed for approximately two years. While it is anticipated that FDLE will still be bringing agencies online with both the FIBRS repository and the state-provided RMS, the number of agencies being brought online will have slowed. However, by this time, desirable additional features or requirements may have been identified, technology advances may be available that would improve the process and related systems, user requests may have been received, new features may be available in the various products, etc. Therefore, it is anticipated that a round of feature enhancements and technology refreshes will be beneficial to improve services, stay current with technology, and continue to improve the overall process. These enhancements and refreshes will be conducted in parallel to any ongoing work to bring agencies online with the FIBRS repository and the state-provided RMS. In addition to defining operational processes and procedures, FDLE will retire and decommission outdated business process, tools, methods, and functions that no longer add value to the FIBRS process.

Baseline Schedule

A baselined schedule can be found in Appendix G. The detailed project schedule is maintained as a separate document using Microsoft Project. The schedule consists of three files: a master schedule and two sub-schedules (contract's schedule and an FDLE project schedule). The project schedule and budget were baselined in early June 2020. Once a contract is established with a RMS vendor, that schedule will be added.

Project Organization

The comprehensive nature of the FIBRS repository and RMS necessitates the coordination among a variety of disparate agencies and groups. This project requires coordination and management of a skilled project staff consisting of technical, functional, and administrative staff, mixed with contract staff and task-specific vendors.

The FIBRS Project organization consists of the Executive Steering Committee (ESC), Project Steering Committee (PSC), the Project Manager, and the Project Team. FDLE SME's and a number of other groups provide additional support.

FDLE Executive Steering Committee

The Executive Steering Committee consists of the Assistant Commissioner (Public Safety Services), Director of CJIS (also the project sponsor), Director of Business Support, and the Chief Information Officer (CIO). The CJIS Director, Director of Business Support, and the CIO report to the Assistant Commissioner of Public Safety Services. The Executive Steering Committee provides guidance on project decisions that impact scope, schedule and budget.

FDLE Project Steering Committee

The PSC monitors project status and has decision making authority over the project that impacts

the scope, schedule, and budget. Critical project needs are evaluated and with direction provided to the Project Manager (PM) as appropriate focusing on the project's current status, budget and spend plan, open issues, change requests, risks, and communications. The PSC assists in identifying and securing project resources and are responsible for approving project deliverables.

A status report is prepared for each meeting and is distributed to each attendee. The members of the PSC represent the following organizations:

- Florida Police Chiefs Association
- Florida Sheriffs Association
- State Law Enforcement Agency
- FDLE – Business Support Program
- FDLE – Information Technology Services
- FDLE – Criminal Justice Information Services
- FDLE – Criminal Justice Information Services

Project Manager

The PM is responsible for the overall management and coordination of the work effort and successful completion of the FIBRS project. The PM monitors the day-to-day status of project team efforts. This includes establishing and maintaining the project management plan, assigning, directing, and monitoring the work of project staff, serving as FDLE's primary point of contact for the prime contractor(s), managing issues and risks, monitoring and reporting project status, and reviewing contract deliverables prior to delivery to the PSC for approval.

Project Team

The FIBRS Project Team consists of a core group of FDLE members responsible for the day to day tasks associated with the project. This team is comprised largely of members of CJIS, ITS and any other project staff positions (state positions or Contractors) deemed necessary for the successful completion of the project. The Project Team created a Resource Plan which defines all resources for the project including all positions deemed necessary.

Contract Manager

As a member of the Project Team, the Contract Manager is responsible for gathering the necessary information for developing the Statement of Work (SOW) and other contracting vehicles, monitoring the award of those contracts, ensuring performance delivery as required by the contract and closing out contracts when the tasks are completed. The Contract Manager works closely with FDLE contract and legal members to ensure that all work is accomplished within State and FDLE contracting rules and guidelines. The Contract Manager will coordinate budget issues and maintain awareness of all expenditures and accounts payable.

FDLE Implementation and Transition Unit (ITU)

A subset of the Criminal Justice Analytics Bureau (CJAB) that will serve as the ITU which acts as the conduit through which user community stakeholders and program personnel communicate, ensuring the resulting services are compliant with the mission. This includes policy identification/coordination for new services, questions for the record, and public inquires. This project requires extensive coordination with local agencies as they make modifications to their systems to become compliant with state specifications.

Project Administrator (PA) and Program Manager (PgM)

The CJIS PA and PgM oversee all CJIS projects to ensure they meet FDLE's strategic plan. The PA and PgM leverage the resources and responsibilities of related projects so that they mutually benefit one another and thereby achieve division goals and objectives. The PA and PgM coordinate the overall activities of the division area so that different projects do not interfere with one another's progress but instead share resources effectively and efficiently.

Quality Assurance Plan

The focus of the quality management process is to build effective processes that enable the production of high quality deliverables that meet the specified business requirements. The qualify management procedure consists of two principal processes: Quality Assurance (QA) and Quality Control (QC).

Quality Assurance

QA is the practice of adhering to planned, established and systematic approaches designed to ensure the high caliber of the deliverables and the detection and correction of any errors. It provides information about a common set of guidelines and standards to be applied by the Project Team. The primary aspect of a QA review is to ensure that the processes established for the project are being followed. If new processes are required, a group will be formed to establish the quality procedure. The benefits of following quality assurance processes include the following:

- Improved communication
- Improved planning and requirement gathering/definition processes
- Improved development process
- Improved product quality
- Better criteria for hardware and software testing
- Easier transition to production for hardware and software

The most effective QA activity is a formal QA review. The Project Team will conduct these reviews of project processes. Using results generated by this review, the PM will direct follow-up actions to ensure that the project uses sound processes. Additionally, the ESC will advise the PM of any observed deficiencies in processes and the PM will take corrective action to resolve the deficiency in the future.

Quality Control

QC activities are those focused on the inspection and/or testing of the deliverable produced. The QC Team verifies that the deliverables are of acceptable quality and that they are technically accurate. QC is the responsibility of the Project Team and the PM or Task Lead responsible for a deliverable. The PM monitors the activities associated with the acceptance of deliverables. QC is conducted before a deliverable is submitted as final to be approved by the PM. The Project Manager is responsible for developing and maintaining a Quality Plan. The Quality Plan will document major deliverables of the project, completeness and correctness criteria, quality control activities and quality assurance activities.

Topics Addressed in the Quality Plan:

Quality Control activities associated with project deliverables:

- Document Deliverables
- Hardware and Software Deliverables
- Service Deliverables

Quality Assurance activities:

- QA processes (Requirements Traceability, Testing, Data Migration, etc.)
- Responsibility for QA processes

Quality Metrics for the project such as:

- Customer Satisfaction
- IT Satisfaction
- Vendor Satisfaction
- Changes in Scope
- Changes to Schedule
- Changes in Cost
- Number and Type of Issues
- Number and Type of Defects
- Preparedness of customer to assume production responsibilities
- Preparedness of IT to assume production responsibilities
- Solution "Fitness for Use"

System testing and operational acceptance testing are the primary QC processes used to assure that deliverables meet FDLE's documented requirements. System testing will involve specific testing and measurement at a technical level to verify compatibility, usability, performance, accuracy, and content of results.

Project Oversight

The project team reports as required to the following entities:

- Bureau of Justice Statistics (BJS)
- Department of Management Services (DMS)
- Florida Legislature
- Governor's Office
- Independent Verification and Validation (IV&V)

Criminal and Juvenile Justice Information Systems (CJJIS) Council

The CJJIS Council provides statewide oversight of justice information systems and data while developing plans and policies to facilitate the coordination of information sharing and interoperability, and ensuring appropriate access and security.

Change Management

Change management occurs throughout the lifecycle of the project. A change can be related to any facet of the project – scope creep, schedule revision, funding / cost changes, team / resource changes, issues and risks, etc.

If the change is minor, the PM may determine that the change can be met within current project parameters and the formal change process is not necessary. If the change could impact requirements, deliverables, payment schedule, cost, or completion date of a major milestone, the PM (or team member assigned) will fully research the impact of the project change and formulate a resolution. The PM will complete a formal Project Change Request form and present the change to the Project Steering Committee.

The Project Steering Committee will determine if the proposed change should be approved. Members of the Project Steering Committee will signify approval or disapproval of a proposed project change by signing the Project Change Request form.

The PM and/or PSC may consult with the ESC if the proposed change significantly alters requirements, deliverables, payment schedule, cost, or completion date of a major milestone. The ESC will determine if the proposed change should be approved.

If the PSC or ESC determines that the approved project change will require a Contract Amendment, the PM will work with the vendor to prepare the Contract Amendment for the PSC's review and approval. The contract amendment will then be processed according to FDLE contract procedures.

Communications Plan

The PM developed a Communications Plan to provide a framework for addressing change management with customers. The Communications Plan outlines a comprehensive strategy of both communicating project and process change information to the FIBRS customer base and others affected by the project as well as receiving and processing input/feedback from customers and others. The Communication Plan identifies communication strategies which will be used to target the different audience groups (users, stakeholders, advisors, media, decision-makers, etc.) via an assortment of communication methods (Internet and email, formal and informal documents, multi-media presentations, and face-to-face meetings). This document serves as the core of the FIBRS change management effort and will be updated throughout the life of the project.

Effective communication and outreach, both internal and external to FDLE is critical to the overall new repository and statewide RMS during the design, development and implementation phase of the project and to ensure increased understanding, involvement, and buy-in from all stakeholders. The objectives of the Communications Plan include the following:

- To ensure that target audiences are aware of and understand the purpose and mission of FDLE, particularly as it relates to crime statistics reporting, understand the rationale for development of a new system, and know what will and what will not change as a result of this project.
- To ensure that all audiences and stakeholder groups recognize the benefits of an updated reporting method, and how it will help organizations achieve their criminal justice objectives.
- To provide information to external customers on how implementation of the updated FIBRS may affect current and future work processes and what will be done to mitigate any perceived negative effects, address and clarify any unrealistic user expectations, and achieve "buy-in" from the internal and external user community.
- To maintain a dynamic and proactive communications campaign, in which information is updated and continuously provided for the benefit of the entire user community, and to establish a culture in which feedback is encouraged and is gathered and evaluated to ensure that project objectives will be met and project goals achieved.

The PM is responsible for developing and maintaining a Communication Management Plan. This plan documents how and in what format information will be communicated, when and where communication will be made, and who is responsible for providing each type of communication.

Topics included in the Communication Management Plan:
Target Audience - Identification of all possible audience groups in as much detail as possible:

Specific stakeholder groups (Police Departments, Sheriff's Offices, etc.)

- Project Team
- PSC
- FDLE management
- FDLE customers
- Legislature
- Oversight agencies

Communication Method Communications may be formal, such as status reports, Operational Work Plans, newsletters, and quarterly meetings or informal such as notices or announcements through email or website. Communications may also be in written form or face-to-face. Examples include such things as:

- Status reports
- Operational Work Plans
- Stakeholder /customer surveys
- Project newsletters
- Pamphlets
- Project website
- Ad Hoc notices
- PSC meetings
- Project Team meetings
- FDLE Executive Management briefs

Method of Delivery - Methods of delivery could be such things as:

- Emails
- Presentations
- Reports
- Website
- Documents (electronic or paper)
- Meetings

Frequency
Some communications could be set at regular intervals such as meetings or reports required annually, quarterly, biweekly, etc. or upon specific project milestone or phase timelines according to project needs. Some communication could also be random and event-specific such as notices dealing with specific issues.

Responsibility
Each type of communication must be assigned to the PM or a specific member of the Project Team.

Risk Management

The selected vendor(s) will provide a Risk Management Plan that describes the plan to manage risks throughout the life of the project. A risk refers to future conditions or circumstances, which will have an adverse impact on the project if they occur, that exist outside of the control of FDLE or the Project Team. In other words, a risk is a potential future problem. Risk management is performed continually over the life of the project. Risk management includes the following:

Step 1: Identify major risks to project success
Step 2: Assess the potential impact of each risk and its probability of occurrence
Step 3: Determine appropriate contingency plans

Step 4: Determine the acceptable level of tolerance for each risk
Step 5: Specify mitigation strategies to be implemented for critical risks
Step 6: Periodically review the effectiveness of mitigation strategies and identify any new risks.

Risk identification occurs throughout the life of the project. Any project stakeholder, Project Team member, customer or contractor can submit a risk at any time. A risk mitigation session is conducted at the start of each build or phase. The PM will manage the FDLE risk documents which one of the artifacts maintained throughout the life of the project. Distribution of the risk document will be agreed upon between the FDLE and the vendor PM at the beginning of the engagement. The risk document will be an electronic document and available to the Project Team at all times during the project.

The PM (in consultation with the PSC) evaluates the risk and recommends a risk level. The risk level is used to set the priority of the risk and determine how risks should be addressed.

Risk management includes an ongoing cycle of risk identification, analysis and monitoring. Each risk with a risk level of medium or high is evaluated to determine if the impact is severe enough that a risk mitigation plan should be created. If a risk mitigation plan is required, the risk is investigated to determine whether or not the resolution of a risk causes the budget, personnel, scope or schedule to change. In the event a risk mitigation plan must be exercised, project change control processes will be used (if necessary) and activities associated with the risk mitigation plan will be added to the Project Schedule to ensure the work is completed. The PM monitors all risk mitigation plans to ensure they are being executed successfully.

Implementation Plan

One of the most important goals of the entire implementation plan is to ensure that state and local agencies do not have to bear the cost of the transition to incident-based reporting. Therefore, significant assistance will be provided to agencies and vendors to educate them on the new specifications, and to simplify development, testing, deployment, and training. FDLE will provide funding to agencies to upgrade their vendor or in-house RMS products, to deploy the upgraded versions, and to train-the-trainer for these products. FDLE will also provide tools and software so vendors and agencies do not have to duplicate each other's efforts. This assistance is part of all aspects of the implementation plan described below.

As noted previously, there are three major components that are part of the planned approach: the FIBRS repository, the Florida CJIS Portal, and the state-provided RMS system for agencies that do not have their own RMS or that desire to use a state-supported RMS rather than maintaining their own. The systems will be based upon a FIBRS technical specification that is geared towards meeting Florida's needs for NIBRS, FDSP, Use-of-Force, and the Florida-specific data elements required for hate crime and domestic violence reporting.

At the highest level, the implementation plan consists of the following:

- Develop and publish the technical specification,
- Acquire, customize, and deploy a commercial customized repository and a customized RMS system to meet FDLE's business requirements,
- Update existing RMS systems in use by state and local agencies to adhere to the technical specification,
- Test with agencies to work with the FIBRS repository,
- Test with agencies to submit NIBRS and Use-of-Force data to the FBI,

- Forward FDSP data to the FDSP system, and
- Retire the existing UCR Summary systems.

FDLE developed the FDLE technical specification using the existing FBI NIBRS specification as the foundation. This specification includes complete documentation, data elements listings, diagrams, and sample data submission messages. FDLE has also established a CJNet portal where agencies can download the technical specification, access documentation and software/tools, ask questions, and request assistance.

The procurement for both the FIBRS repository and the state-provided RMS will include the technical specification so that vendors have complete technical information on the data to be submitted and/or stored, and they will be able to review the specification and provide feedback on errors or potential places of improvement. The technical specification was released to agencies that have developed their own RMS so they can review the specification and provide feedback.

As the procurement contract are in place for the FIBRS repository and state-provided RMS, the vendor(s) will modify their products to meet FDLE's needs, including:

- Conformance to the FIBRS technical specification for data coming into FIBRS,
- Conformance to the FBI NIBRS and Use-of-Force technical specification for data going from FIBRS to the FBI,
- Ability to submit data to the FDSP repository in the state, and
- Adherence to the business process requirements and the functional and technical requirements defined by FDLE.

FDLE established a small working group of agencies interested in using the state-provided RMS to assist in the selection of the RMS. This group helped to establish requirements, review information on available products, participate in demonstrations.

In parallel with the acquisition, customization, and deployment of the FIBRS repository (including the Portal) and state-provided RMS, FDLE will work with vendors and agencies to update their RMS products to conform to the FDLE technical specification. Initial efforts will focus on vendor and in-house RMS products in use by sample agencies identified by the NCS-X project. FDLE will provide technical assistance to vendors and agencies regarding the various specifications and requirements to simplify implementation and to ensure interoperability. FDLE will start with a small set of RMS products and the selected test agency to educate and support the vendor and agency. As vendors and agencies make progress and need reduced technical assistance, FDLE will start to provide assistance to additional vendors and agencies. Given the number of different RMS products in use in the state, the upgrade process will be a multi-year undertaking and is expected to continue beyond January 1, 2021, when the FBI is scheduled to cease accepting UCR Summary data.

FDLE will provide funding to agencies to upgrade their vendor or in-house RMS products, to deploy the upgraded versions, and to train-the-trainer for these products. These upgrades will be prioritized as shown below. Note that all upgrades are dependent on the readiness of agencies and vendors to perform and use the upgraded RMS products. Some agencies and their vendors that are ready to start the upgrade process may move up the priority list over agencies and/or vendors that are not yet ready.

- Upgrade NCS-X sample agencies to FIBRS.
- Upgrade other agencies that use the same vendors as the NCS-X sample agencies.
- Upgrade remaining large population agencies.
- Upgrade remaining agencies that utilize RMS products used by multiple agencies.
- Upgrade remaining agencies that utilize RMS products used by a single agency.

Once the FIBRS repository is deployed, each agency will test their vendor, in-house, or state-provided RMS product for interoperability for FIBRS data submission. Once FIBRS interoperability is achieved, the agency will work with FDLE and the FBI to be NIBRS and Use- of -Force operational.

FDLE will work with agencies and vendors to ensure that FDSP data is properly submitted to FIBRS and forwarded as appropriate to the state FDSP repository; there is no certification process for the FDSP.

As noted previously, FDLE conducted an online survey which collected extensive information on what RMS systems are currently in use in the state. FDLE will continue to follow-up with agencies and vendors to ensure that there is accurate information on products and agencies using them, as well as to identify agencies that are interested in using the state-supplied RMS either because they do not have an RMS or would prefer to use a state-provided system. For products in use by only a few agencies, the state may also realize cost savings by encouraging agencies to switch to the state-provided RMS rather than paying the cost of upgrading the vendor's RMS system.

FDLE will continue to accept UCR Summary data during the transition to incident-based reporting. For agencies that have transitioned to FIBRS, FDLE will convert NIBRS data to the UCR Summary format to allow for comparison of statistical reports to previous years. The agencies will be able to compare their NIBRS crime numbers with what their data would have looked like if they were still submitting according to UCR Summary guidelines FDLE will generate state crime statistics using these converted UCR Summary statistics combined with UCR Summary data from agencies that have not made the transition until FDLE determines sufficient state and local agencies have transitioned for the state to have representative incident-based data available. Once a sufficient number of agencies have made the transition, FDLE will decommission the UCR Summary systems currently in use.

VIII. Appendices

Number and include all required spreadsheets along with any other tools, diagrams, charts, etc. chosen to accompany and support the narrative data provided by the agency within the Schedule IV-B.

Appendix A – Acronyms and Definitions

Appendix B – Information Technology Standards

Appendix C – FBI Effects of NIBRS on Crime Statistics

Appendix D – FBI Letter of Transition

Appendix E – Current System Operational Cost

Appendix F – Project Cost

Appendix G – FIBRS Project Master Schedule

Appendix H – Cost-Benefit Analysis

Appendix I – FIBRS Project Risk Assessment

Appendix A – Acronyms and Definitions

Abbreviation / Acronym	Description
ASM	Application Security Module
BEBR	Bureau of Economic and Business Research at the University of Florida
BJS	Bureau of Justice Statistics, U.S. Department of Justice
CAD	Computer Aided Dispatch
CBA	Cost Benefit Analysis
CJIS	Criminal Justice Information Services
CJNET	Florida Criminal Justice Network. A communications network maintained by FDLE that provides access to state and national criminal justice resources relating to Law Enforcement, Judicial, and Correctional information.
COTS	Commercial Off-The-Shelf
CPU	Central Processing Unit
DABT	Florida Division of Alcoholic Beverages and Tobacco
DAO	Data Access Object
DMS	Department of Management Services
DMZ	Demilitarized Zone. In computer security, a DMZ is a physical or logical subnetwork that contains and exposes an organization's external-facing services to an untrusted network, usually a larger network such as the Internet.
DOJ	U.S. Department of Justice
FBI	Federal Bureau of Investigation
FDLE	Florida Department of Law Enforcement
FDSP	Florida has two systems that agencies use to share record management system (RMS), jail management system (JMS), computer-aided dispatch (CAD), and other investigative data with each other and law enforcement partners outside of Florida. The Orlando region uses the Federated Integrated Network for Data Exchange and Retrieval (FINDER) and the remainder of the state uses the Naval Criminal Investigative Service's (NCIS) Law Enforcement Information Exchange (LInX) system. Both systems are integrated with each other and share data with other LInX systems around the United States including the Department of Defense Law Enforcement Defense Data Exchange (D-DEx). In both systems, the agency data is mapped into a common data format and

Abbreviation / Acronym	Description
	then stored in a database that is accessible to the other agencies. Collectively known as the Florida Data Sharing Project (FDSP), these systems capture most, but not all of the data elements required for NIBRS reporting. Data in the systems is updated by the agencies on a daily basis. Florida also participates in the FBI's National Data Exchange (N-DEx) system which is a national repository for a subset of the data stored in FDSP. Data is uploaded to N-DEx in the FBI National Information Exchange Model (NIEM) Information Exchange Package Documentation (IEPD) specification format.
FHP	Florida Highway Patrol
FIBRS	Florida Incident Based Reporting System
FSAC	Florida Statistical Analysis Center
FWC	Florida Fish and Wildlife Conservation Commission
FY	Fiscal Year
GB	Gigabyte
IBR	Incident Based Reporting. A crime data collection approach consisting of details of criminal incidents, rather than summary counts as in SRS.
IEPD	Information Exchange Package Documentation. A NIEM specification for a specific data exchange. Contains data describing the structure, content, and other artifacts of the information exchange, supporting a specific set of business requirements.
IG	Inspector General
IT	Information Technology
ITS	Information Technology Services
Kentico	Webpage content management system
LBR	Legislative Budget Request
MDT	Mobile Data Terminal
N-DEx	FBI National Data Exchange. An unclassified national information sharing system that enables criminal justice agencies to search, link, analyze, and share local, state, tribal, and federal records. N-DEx contains incident, arrest, and booking reports; pretrial investigations; supervised released reports; calls for service; photos; and field contact/identification records. Includes over 3,000 data elements.
NCS-X	National Crime Statistics Exchange. An effort to expand the FBI's National

Abbreviation / Acronym	Description
	Incident-Based Reporting System (NIBRS) into a nationally representative system of incident-based crime statistics. Managed by BJS and the FBI.
NIBRS	National Incident Based Reporting System. The FBI IBR used by law enforcement agencies in the U.S. for collecting and reporting crime data. Includes 58 data elements.
NIEM	National Information Exchange Model. An XML-based information exchange framework that defines a common vocabulary enabling efficient information exchange across diverse public and private organizations. Supported by DHS, DoD and DOJ.
NLETS	International Justice & Public Safety Network, formerly known as the National Law Enforcement Telecommunications System. Nationwide interstate justice and public safety network for the exchange of law enforcement-, criminal justice-, and public safety-related information.
ODBC	Open Database Connectivity
ORI	Originating Agency Identifer
OS	Operating System
PD	Police Department
PDF	Portable Document Format
R2	Release 2
RAM	Random Access Memory
RMS	Records Management System
SAN	Storage Area Network
SAS	Company name, originally known as Statistical Analysis System
SE	Standard Edition
SME	Subject Matter Expert
SO	Sheriff's Office
SQL	Structured Query Language
SRS	Summary Reporting System. A crime data collection approach consisting of counts of offenses and arrests for certain offense categories occurring over a period of time, rather than criminal incident details as in IBR.
UCR	Uniform Crime Reporting. An FBI program that compiles official data on crime in the United States. Includes SRS and NIBRS, as well as programs for Law

Abbreviation / Acronym	Description
	Enforcement Officers Killed or Assaulted, Hate Crimes, Cargo Theft, and Human Trafficking reporting.
UCRDB	System name of one of FDLE's UCR database servers
UCRDBWEB	System name of one of FDLE's UCR database servers
UF	University of Florida
Use-of-Force	Use-of-Force. The FBI program to collect data on police-involved shootings and use of force, which includes any use of force that results in the death or serious bodily injury of a person, as well as when a law enforcement officer discharges a firearm at or in the direction of a person. Includes approximately 90 data elements.
XML	Extensible Markup Language

Appendix B – FDLE's Information Technology Standards

The following IT standards have been adopted for FDLE's information systems and services. The application of specific standards may depend on requirements of the systems and services. Questions should be directed to the Division of Information Technology Services.

a. Architecture
- Approved cloud computing service is authorized for FDLE applications.
- Information systems will be developed to operate in a multi-tier architecture
- Web-based interfaces will be used for the presentation (user) tier
- Information systems will use load-balancing where appropriate
- Information systems will operate on clustered server environments where appropriate
- Development and testing will be performed on separate non-production servers
- No data or transactions are to be lost due to isolated failures of equipment

b. Servers
- Servers will be scaled to handle large bursts of transactions on each interface where appropriate
- Virtualization will be used when possible
- Server operating systems will be either Red Hat Linux or Microsoft Windows Server

c. Storage
- Information systems will be designed to use redundant storage technologies in primary and backup or secondary (DR) sites
- Backup and recovery processes will enable the recovery of data and software in the event that primary files are corrupted or destroyed

d. Network
- When officer or public safety is involved, CJNET will be the preferred network transport
- Firewalls will be used to monitor and control incoming and outgoing network traffic

e. Database
- FDLE supports relational database(s) using either Oracle RDBMS, Microsoft SQL Server or MySQL
- Audit logs will capture forensic metadata for all changes to data, including changes made by FDLE staff

f. Application Software
- Commercial software products must be reviewed and approved by ITS
- Software development standards are specified in FDLE Development Standards Version 2.0
- FDLE supports software development using Java EE or Microsoft .NET
- Java development standards are specified in Java Development Standards Version 2.0
- Web-based application standards are specified in JSF Web Framework Standards Version 2.0
- JBoss is the preferred application server platform used for FDLE information systems
- Web Services should be used where possible when application communicates outside the agency

g. Security
- 28 CFR Part 20 and Public Law 92-544, regulates sharing criminal justice information with criminal justice and non-criminal justice governmental agencies

- Systems that store or process criminal history information shall meet the FBI CJIS Security Policy (CSP)
- Florida Statutes
    - Chapter 119, F.S. – Public Records
    - Section 282.318, F.S. – Security of data and information technology
    - Section 501.171, F.S. – Security of confidential personal information
    - Chapter 943, F.S. – Department of Law Enforcement
- Administrative Rules
    - 60GG-2, F.A.C., Information Security
    - 60GG-4, F.A.C. – Cloud Computing
    - 60GG-5, F.A.C. – Information Technology Architecture Standards
- FDLE Policies -
    - 1.4 – Use of FDLE Resources
    - 2.5 – Information Security
    - 2.6 – Acceptable Use of Information Technology
    - 3.1 – Background Investigations.

- Cloud Computing
    - Microsoft Azure Security Best Practices

- Industry Standards – Where applicable, compliance with the following standards is preferred:
    - Lightweight Directory Access Protocol (LDAP)/Active Directory (AD)
    - Security Assertion Markup Language (SAML)
    - Global Federated Identity and Privilege Management (GFIPM)

h. Availability
- FDLE's standards on availability: minimum 99.5% uptime

i. Data Communication Standards
- Sections 282.701 to 282.711, F.S. – Communication Information Technology Services Act
- National Information Exchange Model (NIEM)
- FBI Criminal Justice Information Services (CJIS) Standards, including those associated with;
    - National Crime Information Center (NCIC)
    - Interstate Identification Index (III)
    - National Fingerprint File (NFF)
    - National Instant Criminal Background Check System (NICS)
    - National Data Exchange (N-Dex)

j. Accessibility
- United States Rehabilitation Act – Section 508 details accessibility standards for all systems
- Section 282.601 to 282.606, F.S. – Accessibility of Information and Technology

k. Desktop Computing
- Microsoft Windows Operating System
- Microsoft Office
- Microsoft Visio
- Microsoft Project
- Adobe Acrobat

l. Project Management
- Sections 282.003 to 282.318, F.S. – Information Technology Management Act
- Rule 60GG-1, F.A.C. – Project Management and Oversight Standards
- Project Management Institute, Project Management Body of Knowledge (PMBOK)
- All production deployments must follow ITS procedure 5.1 “Production Change” CCCB

m. Deviations from these standards must be directed ITS for review and approval.

n. All identified technologies must be in a supported version

Effects of NIBRS on Crime Statistics

Executive Summary

Many law enforcement agencies are hesitant about moving from the Uniform Crime Reporting (UCR) Program's Summary Reporting System (SRS) to its National Incident-Based Reporting System (NIBRS) because of the perception that reporting crime through NIBRS will appear to increase the agency's crime. The perception is based on the following reporting differences:

- The SRS collects aggregated monthly crime in ten offense categories.
- NIBRS collects disaggregated offense, victim, offender, property, and arrestee information for 49 offenses.
- The SRS employs a hierarchy rule, which NIBRS does not.
- NIBRS counts up to 10 offenses per incident.

An example of these differences can be seen in an incident involving murder, robbery, and motor vehicle theft. The Hierarchy Rule in the SRS states when more than one offense occurs within an incident, only the most serious crime contributes to the agency's monthly crime totals. Therefore, the agency would count only the homicide for the monthly totals because homicide is the highest offense on the hierarchy. When reported through NIBRS, however, the agency would count the murder, the robbery, and the motor vehicle theft.

Due to the differences between the SRS and NIBRS reporting standards, it can appear that an agency has higher levels of crime after switching to NIBRS. Agencies, of course, understand that NIBRS reporting does not actually increase crime, but often fear that the public, media, and government officials will misinterpret the *apparent* change in crime and attribute the increased crime counts to failed policing administration and leadership rather than a change in how the crime data are being reported. In spite of this concern, NIBRS participation increased from 663 reporting agencies in 1991 to 6,299 agencies in 2014.

Analysis of the NIBRS data and the data that were converted to SRS data sets showed the following effects on reported crime due to the removal of the Hierarchy Rule and to an allowance for reporting multiple offenses:

- Rape: No effect.
- Robbery: Increased 0.6 percent.
- Aggravated Assault: Increased 0.6 percent.
- Burglary: Increased 1.0 percent.
- Larceny: Increased 2.6 percent.
- Motor Vehicle Theft: Increased 2.7 percent.
- Total SRS Offenses: Increased 2.1 percent.
- Incidents that involved multiple offenses: 10.6 percent of all reported incidents.

Agencies moving to NIBRS can use this information to explain that increases in their crime rates are due, at least in part, to the elimination of the Hierarchy Rule and to the allowance of reporting up to ten offenses in a single incident. In addition, the long-term effect of using SRS data to develop policies may be negative because SRS data may not address the true nature of the crime problem.

◆

Introduction

Since 1930, the FBI's Uniform Crime Reporting (UCR) Program has collected statistics from law enforcement agencies who voluntarily submit monthly aggregate totals for seven Part I crimes through the Summary Reporting System (SRS). By the late 1970s, the FBI and its partner law enforcement agencies saw the need for a new crime reporting program which not only included a host of expanded crime categories, but which also collected more comprehensive data about crime incidents in general. After working together to develop the blueprint for a new data collection program, the UCR Program began collecting data through the National Incident-Based Reporting System (NIBRS) in 1991.

Though NIBRS was seen as a major improvement over the SRS, not all law enforcement agencies were willing to make the change to a more robust and disaggregated system for reporting crime data. The cost of changing to NIBRS electronic data submission was, and still is, an expensive transition for law enforcement agencies. Additionally, and aside from potential costs, some law enforcement agency administrators fear that transitioning to NIBRS from the SRS will make it appear that their agency has an unwarranted increase in the level of crime in their jurisdiction. However, the apparent increase in crime volume when switching to NIBRS is easily explained due to the elimination of the Hierarchy Rule. The Hierarchy Rule in the SRS requires that law enforcement agencies only report the most serious offense occurring in an incident, whereas NIBRS collects up to ten offenses for each incident of crime.

It is important to understand the value of data that law enforcement agencies release to the public. The true value of these data are realized only when the data are accurate and the integrity of the data allows for the necessary confidence to make valid conclusions about crime within communities and across the nation. UCR data are used by government entities (at all levels), businesses, and citizens to make important decisions. Administrators choose locations to target resources, businesses choose locations to conduct profitable ventures, and families chose locations to establish safe homes and send children to safe schools based on the accuracy and integrity of crime data.

Providing erroneous or incomplete crime data will yield inaccurate information and cause people to make inaccurate conclusions. This can result in ineffective policies, business practices, and

personal decisions. The harm of such inaccuracy may cost billions of dollars in ineffective policy implementation, unprofitable ventures, and loss due to crime.

The following analysis aims to evaluate the increase in crime volume reported by law enforcement agencies when using NIBRS data specifications, rather than the SRS. Further, why this change occurs and why it will not be apparent in law enforcement agency crime trends is discussed. In short, when NIBRS data are converted to the SRS for the purpose of trending, the hierarchy rule is reapplied. In spite of reporting more data, agencies do not experience an increase in crime when changing from the SRS to NIBRS reporting specifications.

To achieve the goal of evaluating the change in crime data that law enforcement agencies may experience, this study simply compares the difference in crime volume and computes the percentage difference in crime volume due to the hierarchy rule. The analysis was conducted at the national level and is used as a reasonable estimate of how changing from an SRS reporting agency to a NIBRS reporting agency affects the amount of crime submitted to the FBI's UCR Program. NIBRS data for 2014 was used to determine this effect. Law enforcement agencies reporting at least one Group A offense occurring in 2014 were represented.[1]

History: UCRs Evolution from a Socioeconomic Indicator to a Means of Transparency

These seven crimes were established in 1930 and are the nation's premier indicator of the nature of crime in the United States: murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, and larceny. Together, these seven offenses were called Crime Index offenses because they were *indicators* illustrating the extent to which crime was increasing or decreasing in the United States. Since the collection and reporting of data was a completely manual process—meaning there were no computers to help account for the number of crimes occurring in the nation—the Crime Index offenses were used to determine the general level of crime in the nation. Since, in essence, these seven crimes represented nearly all types of crime, no other types of crime needed to be collected. Moreover, it also would not have been feasible to collect/report each and every crime with the manually intensive methods of collecting data in the 1930s. (An eighth index crime, arson, was added in 1979. The term Crime Index was discontinued in 2003 and the eight offenses are since referred to as Part I crimes. The ninth and tenth Part I crimes, human trafficking—commercial sex acts and human trafficking—involuntary servitude, were added in 2013.)

Computers had begun automating manual processes for UCR in 1960 which allowed for collecting more disaggregated data. By 1984, the nation was entering the information age, and technology allowed for the collection of greater amounts of crime data. NIBRS was created to

[1] The data file used to create this report was generated on 7/7/2015. Agencies are allowed to report 2014 NIBRS data until December 2015. It is assumed the majority of law enforcement agencies already reported NIBRS data for 2014, though there may be slight differences in results from NIBRS data files created after 7/7/2015 should the data be used to replicate this study. The conclusions derived from such findings are assumed to not be significantly different from the findings presented in this study.

take advantage of technological advances in order to meet the need for a more detailed crime data collection format. Rather than focus on aggregate totals inferring crime rate changes, the NIBRS collects an *accounting* of information on incidents of crime within an agency and geographic location. After all, data must reflect the true phenomenon that has taken place at a particular time and location.

To meet the public's need for accounting crime incidents, the NIBRS expanded the eight SRS offenses to 49 Group A offenses with data about victims, offenders, property, and arrests being collected along with elements for each offense. NIBRS also included arrest-only information collected for an additional 10 Group B offenses.[2]

By the new millennium, the concept of a Crime Index, which provided a total crime count based on the seven original SRS offenses, was challenged. The FBI's UCR Program began to question the validity of comparing crime rates based on the combined total count of the seven Crime Index offenses to represent an agency's overall level of criminality. For example, the Crime Index equally weighted a murder and a burglary. Therefore, a town recording two murders appeared to have the same level of crime as a town reporting two burglaries. As mentioned earlier in this article, this imprecise representation of crime levels was removed from the UCR vernacular in 2003.

The public's need for expanded victim information was realized around this same time. In 2001, the FBI UCR Program received requests to expand the definition of rape to include male victims (the legacy definition only included female victims) and victims of sodomy and sexual assault with objects. NIBRS, however, already contained this more inclusive definition of rape.

In 2014, several changes were made in NIBRS: data collection was expanded to collect data on cargo theft, new hate crime categories were added, the race category of Asian/Pacific Islander was separated into two distinct race categories, two human trafficking categories were added, an offense for purchasing prostitution was added, and a law enforcement victim type was added.

To meet the public's expanding needs for crime data, the following efforts are underway to enhance NIBRS:

- A partnership with the National Academy of Science and the Bureau of Justice Statistics (BJS) will modernize the nation's crime statistics.
- The National Crime Statistics Exchange Project, in partnership with BJS, aims to provide a valid and reliable sample of crime data used to develop national NIBRS crime estimates.
- The FBI UCR Program plans to transition to a NIBRS-only reporting system.

[2] An eleventh Group B offense, runaways, was dropped in 2011 as it is not technically a criminal offense. Runaway offenses are still collected in UCR databases as agencies may still report runaways, but it is not required and is no longer published in UCR data releases.

NIBRS data has been used in recent years to provide more transparency in law enforcement. NIBRS data can be very useful to agencies in this regard because, unlike SRS data, the public is able to examine a jurisdiction's detailed crime data. Since most records management software will report NIBRS data in an automated fashion, the public can be sure agencies are not reporting false crime numbers to make their crime rate appear to decrease when it has not. In effect, NIBRS data provides tamper-proof transparency for law enforcement agencies, which has a positive impact on law enforcement public relations.

The following are the current NIBRS record descriptions. They are indicative of the UCR Program's evolution from an indicator-based system in the 1930s, to a technological accounting-based and victim-focused system via NIBRS. (These descriptions are likely to change in the future as the need for different, better, and more detailed crime data grows; as technology capacity increases; and as the familiarity with its use makes data collection and analysis easier.)

NIBRS Segments

- Incident Information
  - Incident Date
  - Incident Hour
  - Exceptional Clearance
  - Exceptional Clearance Date
- Offense Information
  - Offense Codes
  - Attempted vs. Completed
  - Offender Suspected Use (of alcohol, drug, or computers)
  - Location
  - Type and Number of Premises Entered
  - Type of Criminal Activity
  - Weapon/Force Used
  - Bias Motivation
- Property Information
  - Loss Type
  - Property Description
  - Value of Property
  - Date Recovered

  - Number of Motor Vehicles Stolen/Recovered
  - Drug Types and Amounts
- Victim Information
  - Connection to Offenses
  - Type of Victim
  - Age/Sex/Race/Ethnicity/Resident Status of Victim
  - Assault and Homicide Circumstances
  - Injury Types
  - Relationships to Offenders
- Offender Information
  - Age/Sex/Race/Ethnicity[3] of Offender
- Arrestee Information
  - Arrest Date
  - Type of Arrest
  - Arrest Offense Code
  - Arrestee Weapons
  - Age/Sex/Race/Ethnicity/Resident Status of Arrestee
  - Disposition of Minors
- Group B Arrest Information
  - Type of Arrest
  - Arrestee Weapons
  - Age/Sex/Race/Ethnicity of Arrestee
  - Disposition of Minors

NIBRS Offenses

Group A Offenses[4]—The following offenses are reported in Group A Incident Reports. There are 23 Group A crime categories made up of 49 offenses (Offense Codes are in parentheses):

Arson (200)

Assault Offenses

[3] Ethnicity category was added in the 2013 data collection.
[4] FBI. (1/17/2013). *NIBRS User Manual*, https://www.fbi.gov/about-us/cjis/ucr/nibrs/nibrs-user-manual. pp. 14-18.

- Aggravated Assault (13A)
- Simple Assault (13B)
- Intimidation (13C)

Bribery (510)

Burglary/Breaking and Entering (220)

Counterfeiting/Forgery (250)

Destruction/Damage/Vandalism of Property (290)

Drug/Narcotic Offenses

- Drug/Narcotic Violations (35A)
- Drug Equipment Violations (35B)

Embezzlement (270)

Extortion/Blackmail (210)

Fraud Offenses

- False Pretenses/Swindle/Confidence Game (26A)
- Credit Card/Automated Teller Machine Fraud (26B)
- Impersonation (26C)
- Welfare Fraud (26D)
- Wire Fraud (26E)

Gambling Offenses

- Gambling Offenses Betting/Wagering (39A)
- Operating/Promoting/Assisting Gambling (39B)
- Gambling Equipment Violations (39C)
- Sports Tampering (39D)

Homicide Offenses

- Murder and Nonnegligent Manslaughter (09A)

- Negligent Manslaughter (09B)
- Justifiable Homicide (09C)

Kidnaping/Abduction (100)

Larceny/Theft Offenses

- Pocket-picking (23A)
- Purse-snatching (23B)
- Shoplifting (23C)
- Theft From Building (23D)
- Theft From Coin-Operated Machine or Device (23E)
- Theft From Motor Vehicle (23F)
- Theft of Motor Vehicle Parts or Accessories (23G)
- All Other Larceny (23H)

Motor Vehicle Theft (240)

Human Trafficking

- Human Trafficking/Commercial Sex Acts (64A)[5]
- Human Trafficking/Involuntary Servitude (64B)[5]

Pornography/Obscene Material (370)

- Prostitution Offenses (40A)
- Assisting or Promoting Prostitution (40B)
- Purchasing Prostitution (40C)[5]

Robbery (120)

Sex Offenses

- Rape (11A)
- Sodomy (11B)

[5] These offenses were added in the 2013 data collection.

Sexual Assault With An Object (11C)

Fondling (11D)

Incest (36A)

Statutory Rape (36B)

Stolen Property Offenses (Receiving, etc.) (280)

Weapon Law Violations (520)

Group B Offenses[6]—The following offenses are reported in Group B Arrest Reports. They include all offenses that are not Group A offenses. Group B offenses are reported using the following 10 crime categories:

1. Bad Checks (90A)
2. Curfew/Loitering/Vagrancy Violations (90B)
3. Disorderly Conduct (90C)
4. Driving Under the Influence (90D)
5. Drunkenness (90E)
6. Family Offenses, Nonviolent (90F)
7. Liquor Law Violations (90G)
8. Peeping Tom (90H)
9. Trespass of Real Property (90J)
10. All Other Offenses (90Z)

Participation

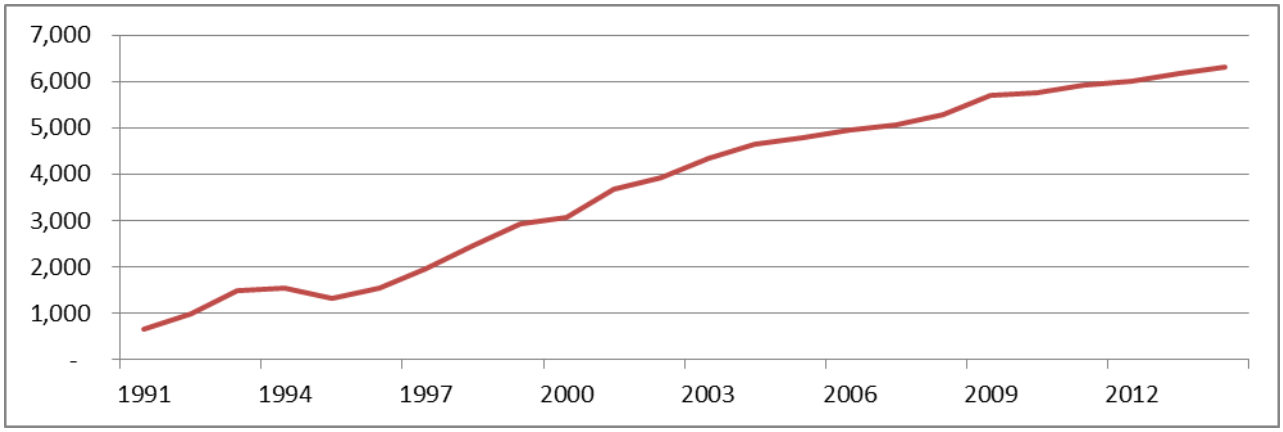
In 1991, NIBRS' first year, 663 law enforcement agencies converted from the SRS and provided crime data to the FBI in the new, highly-disaggregated NIBRS format. Twenty-five years later, more than 6,299 agencies actively participated in the NIBRS data collection. Those agencies submitted more than 76 million incidents involving Group A offenses and nearly 26 million incidents involving Group B offenses (See Table 1 and Figure 1).

[6] An 11th category, Runaway, was discontinued in 2010.

Table 1: NIBRS ORIs, Incidents Involving Group A Offenses, and Group B Offenses by Year[7]

Year	ORIs	Group A	Group B	Year	ORIs	Group A	Group B
1991	663	582,369	227,485	2003	4,344	3,597,576	1,154,498
1992	990	760,509	266,438	2004	4,648	4,036,881	1,296,557
1993	1,474	876,646	332,714	2005	4,791	4,561,703	1,457,435
1994	1,553	894,350	345,323	2006	4,947	4,847,671	1,540,038
1995	1,307	836,846	318,524	2007	5,062	4,945,692	1,588,734
1996	1,530	1,063,339	387,663	2008	5,290	4,959,971	1,648,144
1997	1,961	1,460,136	541,424	2009	5,695	4,992,094	1,746,930
1998	2,449	1,822,384	711,548	2010	5,744	4,998,914	1,753,973
1999	2,924	2,136,872	830,071	2011	5,929	5,020,791	1,720,606
2000	3,063	2,616,248	937,668	2012	6,004	5,001,060	1,713,703
2001	3,662	3,232,081	1,044,178	2013	6,178	4,927,535	1,667,350
2002	3,923	3,418,648	1,126,216	2014	6,299	4,759,438	1,565,192
				Total		**76,349,754**	**25,922,412**

Figure 1: Number of ORIs Reporting NIBRS Records by Year, 1991-2014[7]



[7] Totals for agencies and reports for 2014 may change because records may be submitted to the FBI until December 2015. (Please see footnote 1.) The number does not include zero reporting agencies which are active but report no crime.

The Hierarchy Rule in Depth

In the SRS, offenses are ranked in terms of severity, and only the highest-ranked offense is reported in incidents which have multiple offense types. The exceptions are the offenses of Arson and Human Trafficking. These offenses do not follow the Hierarchy Rule in that they are *always* reported. SRS offenses are reported in the following order:

I. Murder and Nonnegligent Manslaughter (abbreviated to Murder)
II. Rape[8]
III. Robbery
IV. Aggravated Assault
V. Burglary
VI. Larceny
VII. Motor Vehicle Theft
VIII. Arson (always reported, does not follow the Hierarchy Rule)
IX. Human Trafficking – Commercial Sex Acts (always reported, does not follow the Hierarchy Rule)
X. Human Trafficking – Involuntary Servitude (always reported, does not follow the Hierarchy Rule)

According to the Hierarchy Rule, murder, human trafficking, and arson are always counted in the SRS, however the other six Part I crimes are not always reported in multiple-offense incidents. If, for example, a murder and rape occur within the same incident, only the murder is counted in the SRS. Further, if an aggravated assault occurs in the same incident as a burglary, the burglary is not counted.

There are also a few considerations which are true to both NIBRS and the SRS. For example, aggravated assault is always inherent to robbery, so only a robbery is counted when both occur in the same incident.[9] Similarly, larceny is not reported with burglary as it is inherent to the crime.[10] NIBRS, however, would capture each crime mentioned above. Up to ten offenses of the 49 offenses reported in NIBRS can be listed in an incident's offense segments.

Table 2 shows the number of NIBRS offenses that are removed from crime counts when the data are converted to the SRS. As murder is at the top of the hierarchy, there is no reduction in the number of murder offenses when converting from NIBRS to the SRS. However, there were 12

[8] In 2011, the FBI's CJIS Advisory Policy Board changed the definition of Rape in the SRS to include male victims, sodomy, and sexual assault with objects. The change was approved by the FBI Director and implemented starting with the 2013 UCR data collections. NIBRS always collected information for these sex offense. The expanded definition of rape was used in this study.
[9] The exception in NIBRS would be if there were multiple victims in an incident and some were not robbed, but all were victims of aggravated assault.
[10] The exception in NIBRS would be if offenders committed larceny offenses outside of a structure after committing burglary offenses within the same incident.

rape victims involved in incidents where murder was also involved. Similarly, for 4,458 NIBRS burglaries, there was a murder, a rape, a robbery, or an aggravated assault which happened in the same incident. The 12 rapes and 4,458 burglaries would not be counted in the UCR SRS data collection due to conditions established by the Hierarchy Rule.

Nationally, there is a minimal percentage increase (less than 0.04%) in crime volume for rape when law enforcement agencies move from the SRS to NIBRS. Robbery increased by little more than one-half of one percent (0.6%), aggravated assault and burglary each increased by 1.0 percent, larceny increased by 2.6 percent, and motor vehicle theft increased by 2.7 percent.

Table 2: Percent Increases in Crime Volume by Removing the Hierarchy Rule

	Incidents	Offenses	Reduction to Hierarchy	Percent Increase
Murder[11]	3,418	3,650	0	-
Rape[11]	36,035	37,635	12	0.0
Robbery	75,581	75,581	382	0.6
Aggravated Assault[11]	167,992	203,740	1,154	0.6
Burglary[12]	570,470	570,470	4,458	1.0
Larceny[13]	1,666,327	1,666,327	43,248	2.6
Motor Vehicle Theft	162,652	162,652	4,689	2.7
Totals	2,682,475	2,720,055	53,743	2.1

The concern of many law enforcement agency officials is that the inclusion of these crimes, particularly property crimes, will appear as an increase in crime when switching from SRS reporting to NIBRS reporting. As previously discussed, the apparent increase is simply due to the difference between how crimes are counted in NIBRS versus the SRS and its application of the Hierarchy Rule. Further, none of the increases amount to a change greater than 2.7 percent.

No Need for Apprehension

Any increases in crime volume due to the ability to report multiple offenses in the NIBRS are eliminated when trending. For trends, NIBRS data are converted to SRS data and the Hierarchy Rule is again applied. This reduces crime counts in multiple-offense incidents to what would

[11] The number of offenses differs from the number of incidents for murder, rape, and aggravated assault because these Crimes Against Persons offense categories count one offense for each victim in the incident. Robbery, burglary, and motor vehicle theft are considered Crimes Against Property and count only one offense per incident.
[12] The Hotel Rule (see the *SRS Users Manual* at https://www.fbi.gov/about-us/cjis/ucr/nibrs/summary-reporting-system-srs-user-manual, pp 43 for explanation) and number of premises entered were not considered for burglary offense totals.
[13] NIBRS allows for the reporting of eight different types of larceny offenses per offense. Incidents with more than one larceny offense type reported were aggregated to only count one larceny per offense to simulate how this would be reported in the SRS.

have been reported if the agency was only reporting according to SRS specifications. When the FBI UCR Program starts trending NIBRS data, comparisons to pre-NIBRS data submissions would not be included in trends.

Reporting NIBRS data does not actually increase crime within jurisdictions, even though there is a slight, but visible, effect on crime rates. As shown in Table 3, approximately one in ten of NIBRS incidents have multiple offenses (10.6%), and only 1 percent (1.1%) of NIBRS incidents have multiple offenses affected by the Hierarchy Rule. NIBRS shows a small (2.1%) percentage increase from the SRS in crime volume which is easily explained by the allowance of reporting incidents with multiple offenses and the absence of the Hierarchy Rule.

Table 3: Number of Offenses per Incident, 2014

Offenses	Frequency	Percent	Cumulative Percent
1	4,253,081	89.4	89.4
2	457,479	9.6	99.0
3	43,304	0.9	99.9
4	4,778	0.1	100.0
5	688	-	100.0
6	93	-	100.0
7	14	-	100.0
8	1	-	100.0
Total	4,759,438	100.0	100.0

Conclusion

The elimination of the SRS has been discussed for some time in UCR governance meetings. In several speeches in 2015, FBI Director James B. Comey called for "more and better data related to those we arrest, those we confront for breaking the law and jeopardizing public safety, and those who confront us." The CJIS Advisory Policy Board (a joint group of law enforcement executives, academics, and data analysts who are stakeholders in the UCR Program) the International Association of Chiefs of Police, the National Sheriffs' Association, Major City Chiefs Association, Major County Sheriffs' Association have all pledged their support for that call. The result of this dialogue and agreement is the FBI and its partners undertaking the cessation of SRS reporting and the across-the-board implementation of NIBRS.

When this change is eventually made, a similar 2.1 percent increase in the number of reported crimes should be expected for agencies transitioning from SRS to NIBRS data. One strategy to ease this perceived uptick in crime is that agencies can provide a side-by-side comparison of their NIBRS data with a few years of NIBRS data that has been converted to SRS data and

demonstrate what the trend of crime rates would look like if the agency was still only reporting in the SRS. The converted data could help soften and explain the *appearance* of increased crime while lending even more transparency to the agency's crime reporting to the public.

Law enforcement agency officials can use this study to demonstrate how changing from SRS reporting to NIBRS reporting might affect their local crime counts. It is accepted that incident-based data collections will have more robust and accurate crime counts over traditional tally-based systems like the SRS. Any reports law enforcement agencies generate can show how the elimination of the Hierarchy Rule has affected the agency's data by trending and comparing data prior to the law enforcement agency's conversion to the NIBRS.

Above all, law enforcement agencies are engaged in partnerships with their communities to maximize public safety. Inaccurate information concerning crime in these communities and the nation may cause enormous social costs and waste of public and private resources. Effective policies must be enacted based on relevant and accurate information provided through NIBRS in order to meet the goal of maximizing public safety.

Though NIBRS adds a level of complexity, as well as initial costs to agencies, there is greater value for agencies who transition from the incomplete story of crime told through the antiquated SRS data to a more accurate, transparent, and complete story of crime articulated through NIBRS.

U.S. Department of Justice

Federal Bureau of Investigation

Office of the Director

Washington, D.C. 20535-0001

June 10, 2016

TO: State Uniform Crime Reporting (UCR) Program Managers

RE: The FBI's Transition to a National Incident-Based Reporting System (NIBRS)-Only Data Collection

Recent events across the nation have underscored the importance of having informed conversations about policing and crime policy. The FBI has a longstanding tradition of collecting and providing crime statistics for transparency and accountability in policing through its UCR Program. But we need to get better.

After careful consideration, the FBI will discontinue its Summary Reporting System (SRS) for crime statistics and fully transition the UCR Program to the data-rich NIBRS data collection. On February 9, 2016, I concurred with the following Criminal Justice Information Services (CJIS) Advisory Policy Board (APB) recommendation:

> "The FBI UCR Program will transition to a NIBRS-only data collection by January 1, 2021, and will evaluate the probability of achieving that goal on an annual basis. Federal, state, local, and tribal agencies unable to meet the five year transition and who have committed to transitioning to NIBRS will collaborate with the FBI CJIS to develop a transition plan and timeline for conversion."

This transition is supported by the CJIS APB, the International Association of Chiefs of Police, Major Cities Chiefs Association, Major County Sheriffs' Association, and the National Sheriffs' Association, as well as the Executive Branch of our government.

Transitioning to a NIBRS-only data collection will happen over the next five years. Once complete, the FBI will have faster access to more robust data that is necessary to show how safe our communities are and to help law enforcement and municipal leaders better allocate resources to prevent and combat crime. Through the NIBRS, law enforcement agencies can be more transparent and accountable to the communities they serve.

To: State Uniform Crime Reporting (UCR) Program Managers
Re: The FBI's Transition to a National Incident-Based Reporting System (NIBRS)-Only Data Collection

Already, 31 percent of participating agencies report their UCR statistics via the NIBRS. In the last few years, the FBI and the Bureau of Justice Statistics have worked to increase the number of NIBRS participants through the National Crime Statistics Exchange (NCS-X) initiative. Currently, the FBI and the NCS-X team are working with local and state agencies as well as other law enforcement organizations across the country to improve the way crime data is reported. The FBI understands this transition comes with a financial burden and is committed to helping state UCR Programs and the 400 agencies identified through the NCS-X initiative to obtain necessary resources to transition to NIBRS.

NIBRS is the pathway to richer crime statistics that can improve our ability to address the important issues we face today. As we move forward, the transition from the SRS to the NIBRS is crucial to our success in providing better, more meaningful national crime data. I'm grateful for your help.

Sincerely yours,

James B. Comey
Director

Current Operating Costs - UCR System
Updated: 9/13/2017

Category	Item Description	Notes	2018-19	2019-20	2020-21	2021-22	2022-23	Totals
Staff								
	State Staff:							
	1 Criminal Justice Information Consultant II (UCR)	Kennedy	$66,000	$66,000	$66,000	$66,000	$66,000	
	1 Database Admin (PSS)	Elaine	$17,500	$17,500	$17,500	$17,500	$17,500	
	1 Sys Admin (PSS)	Grant's team	$17,500	$17,500	$17,500	$17,500	$17,500	
	1 Sys Programmer (BSE)	Kevin	$17,500	$17,500	$17,500	$17,500	$17,500	
	1 Application SW Developer (BSE)	Brandon	$35,000	$35,000	$35,000	$35,000	$35,000	
	Contract Staff:							
	1 Systems Analyst	Ramanathan	$85,000	$85,000		$85,000	$85,000	
	Subtotal - Staff		**$238,500**	**$238,500**	**$153,500**	**$238,500**	**$238,500**	**$1,107,500**
Hardware								
	Production							
Assume 5 year re	Database Server	Shared	$9,000					
	Application Server	Shared	$5,000					
	Development							
	Database Server	Shared	$5,500					
	Application Server	Virtual						
	Test							
	Database Server	Shared	$5,500					
	Application Server	Virtual						
	Subtotal - Hardware		**$25,000**	**$0**	**$0**	**$0**	**$0**	**$25,000**
Software								
	Red Hat Enterprise Linux	Physical & Virtual	$2,000	$2,000	$2,000	$2,000	$2,000	
	JBOSS EAP	Physical & Virtual	$13,000	$13,000	$13,000	$13,000	$13,000	
	VMWare	Virtual	$1,000	$1,000	$1,000	$1,000	$1,000	
	MS SQL	Physical & Virtual	$2,200					
	Subtotal - Software		**$18,200**	**$16,000**	**$16,000**	**$16,000**	**$16,000**	**$82,200**
Other								
	Standard Expenses for State pos.		$13,894	$13,894	$13,894	$13,894	$13,894	
	HR Service Fee		$774	$774	$774	$774	$774	
	Subtotal - Other		**$14,668**	**$14,668**	**$14,668**	**$14,668**	**$14,668**	**$73,339**

Current Operating Costs - UCR System
Updated: 9/13/2017

Category	Item Description	Notes	2018-19	2019-20	2020-21	2021-22	2022-23	Totals
TOTALS			**$296,368**	**$269,168**	**$184,168**	**$269,168**	**$269,168**	**$1,288,039**

Florida Department of Law Enforcement
IT Project Budget Summary

Title:	Florida Incident-Based Reporting System		
Tracking #:	TBD		
Customer:	Criminal Justice Information Services	**Customer Contact:**	
Manager:	Kristen Grosh	**ITS Lead:**	
Planned Start:	7/1/2019	**Planned Finish:**	6/30/2023
Duration (mos):	48.7		
Baseline Date:	7/1/2019		
Revision Date:	10/8/2020	**Version #:**	3.0

Project Budget	**Actual**	**Actual**	**Actual**	**Planned**	**Planned**	**Planned**	
Cost Elements	**Prior Years**	**FY 18-19**	**FY 19-20**	**FY 20-21**	**FY 21-22**	**FY 22 -23**	**Totals**
Staff							
State Staff	$0	$459,508	$591,011	$1,148,728	$1,527,673	$1,527,673	$5,254,593
OPS	$0	$14,686	$22,221	$59,247	$14,812	$0	$110,966
Expenses							
Project Deliverables	$0	$0	$0	$0	$0	$0	$0
Software	$0	$0	$0	$1,008,000	$0	$0	$1,008,000
Other Expenses	$0	$12,477	$19,725	$1,212,004	$226,407	$226,407	$1,697,020
OCO	$0	$0	$7,444	$0	$0	$0	$7,444
Contract Services							
Contract Staff	$412,000	$198,513	$722,351	$776,375	$958,375	$758,375	$3,825,989
Project Deliverables	$0	$0	$405,783	$4,619,734	$1,682,662	$957,468	$7,665,647
Other IT Services	$0	$58,000	$98,922	$283,215	$299,944	$251,364	$991,445
Other	$0	$0	$101,069	$2,067,955	$6,289,767	$1,000,000	$9,458,790
Total	**$412,000**	**$743,184**	**$1,968,526**	**$11,175,258**	**$10,999,640**	**$4,721,287**	**$30,019,895**

Maintenance Budget

Cost Elements	**Prior Years**	**FY 18-19**	**FY 19-20**	**FY 20-21**	**FY 21-22**	**FY 22 -23**	**Totals**
Maintenance Expenses	$0	$0	$0	$255,212	$1,509,114	$1,509,114	$3,273,440
Contracted Services Maintenance	$0	$0	$0	$0	$ 640,206.00	$ 853,608.00	$1,493,814
Total	**$0**	**$0**	**$0**	**$255,212**	**$2,149,320**	**$2,362,722**	**$4,767,254**

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	Florida Incident-Based Reporting System
Tracking #:	TBD
Manager:	Kristen Grosh
Duration:	48.7
Baseline Date:	7/1/2019
Revision Date:	October 8, 2020
Version #:	3.0

Cost Elements	Description		Actual Cost Prior Years	Actual Cost FY 18-19	Actual Cost FY 19-20	Planned Cost FY 20-21	Planned Cost FY 21-22	Planned Cost FY 22-23	Planned Total
Salary & OPS									
	Criminal Justice Information Consultant II			$16,500	$65,809	$65,810	$22,461	$22,461	$193,041
	Criminal Justice Information Consultant I			$0	$17,367	$29,766	$30,824	$30,824	$108,780
	Government Analyst II						$68,063	$68,063	$136,126
	Bureau Chief			$34,822	$59,532	$59,532	$38,866	$38,866	$231,618
	Senior Management Analyst Supervisor			$33,000	$65,809	$65,813	$25,552	$25,552	$215,725
	Senior Management Analyst Supervisor						$38,715	$38,715	$77,430
	Operations and Management Consultant Manager			$114,890	$14,663	$14,661	$36,763	$36,763	$217,740
	Operations and Management Consultant Manager			$56,432	$18,755	$18,751	$73,526	$73,526	$240,990
	Criminal Justice Information Consultant II			$56,432	$37,501	$37,503	$22,461	$22,461	$176,358
	Criminal Justice Information Consultant II			$41,653	$7,117	$7,119	$34,032	$34,032	$123,952
	Research & Training Specialist			$41,653	$35,592	$35,593	$58,944	$58,944	$230,726
	Research & Training Specialist			$33,000	$6,579	$6,581	$58,944	$58,944	$164,048
	Research and Training Specialist			$31,126	$32,904	$32,906			$96,936
	Research and Training Specialist				$9,482	$56,886			$66,368
	Criminal Justice Information Analyst II				$9,482	$56,886	$54,034	$54,034	$174,436
	Criminal Justice Information Analyst II					$42,665	$54,034	$54,034	$150,733
	Criminal Justice Information Analyst II					$42,665	$54,034	$54,034	$150,733
	Criminal Justice Information Analyst II				$36,888	$52,078	$54,034	$54,034	$197,034
	Criminal Justice Information Analyst II				$32,550	$52,078	$54,034	$54,034	$192,696
	Criminal Justice Information Consultant II				$17,359	$52,078	$34,032	$34,032	$137,500
	Criminal Justice Information Consultant II				$17,359	$52,078	$68,063	$68,063	$205,563
	Criminal Justice Information Consultant II				$17,359	$52,078	$68,063	$68,063	$205,563
	Criminal Justice Information Consultant I				$21,938	$65,813	$30,824	$30,824	$149,398
	Criminal Justice Information Analyst II					$49,360	$54,034	$54,034	$157,428
	Criminal Justice Information Analyst II					$49,360	$54,034	$54,034	$157,428
	Planning and Policy Administrator				$32,247	$59,531	$29,444	$29,444	$150,666
	Administrative Assistant I				$34,719	$52,078	$14,315	$14,315	$115,427
	Criminal Justice Information Consultant I					$39,059	$61,647	$61,647	$162,353
	Criminal Justice Information Consultant II						$68,063	$68,063	$136,126

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	Florida Incident-Based Reporting System
Tracking #:	TBD
Manager:	Kristen Grosh
Duration:	48.7
Baseline Date:	7/1/2019
Revision Date:	October 8, 2020
Version #:	3.0

Cost Elements	Description		Actual Cost Prior Years	Actual Cost FY 18-19	Actual Cost FY 19-20	Planned Cost FY 20-21	Planned Cost FY 21-22	Planned Cost FY 22-23	Planned Total
	Criminal Justice Information Consultant II						$68,063	$68,063	$136,126
	Criminal Justice Information Consultant I						$61,647	$61,647	$123,294
	Criminal Justice Information Consultant II						$68,063	$68,063	$136,126
	Criminal Justice Information Consultant II						$68,063	$68,063	$136,126
Full Time Employees	**Subtotal**			**$ 459,508**	**$591,011**	**$1,148,728**	**$1,527,673**	**$1,527,673**	**$5,254,593**
	Government Analyst II			$14,686	$22,221	$59,247	$14,812	$0	$110,966
	Government Analyst I			$0					$0
									$0
OPS	**Subtotal**			**$ 14,686**	**$22,221**	**$59,247**	**$14,812**	**$0**	**$110,966**
State Staff	**Subtotal**			**$ 474,194**	**$613,232**	**$1,207,975**	**$1,542,485**	**$1,527,673**	**$5,365,559**
Expenses									
									$0
Project Deliverables	**Subtotal**			**$ -**	**$0**	**$0**	**$0**	**$0**	**$0**
	Master Name Index Software					$1,000,000			$1,000,000
	Redhat Annual Support License					$8,000			$8,000
									$0
Software	**Subtotal**			**$ -**	**$0**	**$1,008,000**	**$0**	**$0**	**$1,008,000**
	Other system software				$2,140				$2,140
	HR and Standard FTE Expenses			$12,477	$10,000	$134,004	$151,407	$151,407	$459,295
	Contingency				$7,585	$78,000	$75,000	$75,000	$235,585
	Travel and Workshops								$0
	Record Management System Software (TBD)					$1,000,000			$1,000,000
Other Expenses				**$12,477**	**$19,725**	**$1,212,004**	**$226,407**	**$226,407**	**$1,697,020**
	Master Name Index Software						$25,000	$25,000	$50,000
	Redhat Annual Support License						$10,000	$10,000	$20,000
	Microsoft Azure Cloud Environment and Storage					$255,212	$674,114	$674,114	$1,603,440
	Record Management System Software (TBD)						$800,000	$800,000	$1,600,000
Maintenance Expenses			**$0**	**$0**	**$0**	**$255,212**	**$1,509,114**	**$1,509,114**	**$3,273,440**
Expenses	**Subtotal**			**$12,477**	**$19,725**	**$2,475,216**	**$1,735,521**	**$1,735,521**	**$5,978,460**

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	Florida Incident-Based Reporting System								
Tracking #:	TBD								
Manager:	Kristen Grosh								
Duration:	48.7								
Baseline Date:	7/1/2019								
Revision Date:	October 8, 2020								
Version #:	3.0		**Actual Cost**	**Actual Cost**	**Actual Cost**	**Planned Cost**	**Planned Cost**	**Planned Cost**	
Cost Elements	**Description**		**Prior Years**	**FY 18-19**	**FY 19-20**	**FY 20-21**	**FY 21-22**	**FY 22-23**	**Planned Total**
Operating Capital Outlay									
	Other Equipment				$7,444				$7,444
									$0
									$0
Operating Capital Outlay	**Subtotal**			**$ -**	**$7,444**	**$0**	**$0**	**$0**	**$7,444**
Contract Services									
	Data Scientist		$412,000	$182,713	$413,671	$400,000	$400,000	$200,000	$2,008,384
	Business Management Specialist			$8,500	$74,625	$246,375	$246,375	$246,375	$822,250
	Business Analyst			$7,300	$159,077				$166,377
	Technical Writer				$74,978	$130,000	$130,000	$130,000	$464,978
	System Administrator Consultant						$182,000	$182,000	$364,000
Contract Staff	**Subtotal**		**$412,000**	**$198,513**	**$722,351**	**$776,375**	**$958,375**	**$758,375**	**$3,825,989**
	FIBRS - 1.0.0 Project Management Plan				$12,375				$12,375
	FIBRS - 1.0.2 Defect Management and Resolution Plan				$12,375				$12,375
	FIBRS - 2.0.1 Solution Test Plan - Staging					$46,408			$46,408
	FIBRS - 2.0.2 Solution Test Plan - FIBRS					$92,817			$92,817
	FIBRS - 2.0.3 Solution Test Plan - MNI					$46,408			$46,408
	FIBRS - 2.0.4 FDLE System Security Plan					$61,877			$61,877
	FIBRS - 3.0.0 Installation Plan - Staging					$19,000			$19,000
	FIBRS - 3.0.1 Installation Plan - FIBRS					$23,877			$23,877
	FIBRS - 3.0.2 Installation Plan - MNI					$19,000			$19,000
	FIBRS - 3.0.3 Installed and Configured Products- DEV					$102,189			$102,189
	FIBRS - 3.0.4 Installed and Configured Products- TEST					$102,189			$102,189
	FIBRS - 3.0.5 Installed and Configured Products- PROD					$408,756			$408,756
	FIBRS - 3.0.6 Installed and Configured Products- DR					$204,377			$204,377
	FIBRS - 3.0.7 Customizations Development Plan				$61,877				$61,877
	FIBRS - 3.0.9 Solution Testing - Staging					$232,040			$232,040
	FIBRS - 3.0.10 Solution Testing - FIBRS					$309,775			$309,775
	FIBRS - 3.0.11 Solution Testing - MNI					$232,040			$232,040
	FIBRS - 3.0.12 Implementation Plan - Staging					$30,939			$30,939
	FIBRS - 3.0.13 Implementation Plan - FIBRS					$41,303			$41,303

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	Florida Incident-Based Reporting System
Tracking #:	TBD
Manager:	Kristen Grosh
Duration:	48.7
Baseline Date:	7/1/2019
Revision Date:	October 8, 2020
Version #:	3.0

Cost Elements	Description		Actual Cost Prior Years	Actual Cost FY 18-19	Actual Cost FY 19-20	Planned Cost FY 20-21	Planned Cost FY 21-22	Planned Cost FY 22-23	Planned Total
	FIBRS - 3.0.14 Implementation Plan - MNI					$30,939			$30,939
	FIBRS - 3.0.15 Implemented Solution - Staging					$116,062			$116,062
	FIBRS - 3.0.16 Implemented Solution - FIBRS					$120,754			$120,754
	FIBRS - 3.0.17 Implemented Solution - MNI					$77,347			$77,347
	FIBRS - 3.0.18 Implemented Solution - Use-of-Force					$337,904			$337,904
	FIBRS - 4.0.0 Training Plan					$61,877			$61,877
	FIBRS - 4.0.1 Training Materials					$41,303			$41,303
	FIBRS - 4.0.2 Training					$165,213			$165,213
	FIBRS - 5.0.0 Operations Acceptance Test - Start (Retainage)						$168,248		$168,248
	FIBRS - 5.0.1 Operations Acceptance Test - End						$556,946		$556,946
	FIBRS - 5.0.2 System Operations Guide					$61,877			$61,877
	FIBRS - 6.0.0 F-1 Maintenance Plan					$123,755			$123,755
	FIBRS - 7.0.0 Implementation Support			$0	$319,156	$957,468	$957,468	$957,468	$3,191,560
	Third Party User Support					$162,240			$162,240
	SmartCop/FHP Deliverable					$390,000			$390,000
Project Deliverables	**Subtotal**		**$0**	**$0**	**$405,783**	**$4,619,734**	**$1,682,662**	**$957,468**	**$7,665,647**
	Maintenance Solution Support (FIBRS - 8.0.0 and FIBRS - 8.0.1)						$640,206	$853,608	$1,493,814
									$0
									$0
Maintenance	**Subtotal**			**$ -**	**$0**	**$0**	**$640,206**	**$853,608**	**$1,493,814**
	Independent Validation and Verification			$0		$144,329	$174,944	$151,364	$470,637
	3rd Party IT Services				$94,075				$94,075
	Contingency			$58,000	$4,847	$138,886	$125,000	$100,000	$426,733
									$0
Other IT Services	**Subtotal**		**$ -**	**$ 58,000.00**	**$98,922**	**$283,215**	**$299,944**	**$251,364**	**$991,445**
Contract Services	**Subtotal**		**$412,000.00**	**$256,513.00**	**$1,227,056**	**$5,679,324**	**$3,581,187**	**$2,820,815**	**$13,976,895**
Other									
	Passthrough to Local Agencies for RMS Upgrades (Software)			$0		$810,523	$6,286,000	$1,000,000	$8,096,523
	HR Services				$3,981				$3,981
	Indirect Costs - NCS-X Grant				$5,650	$15,067	$3,767	$0	$24,483
	Motor Vehicle for Auditors and Trainers				$91,438				$91,438

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	Florida Incident-Based Reporting System								
Tracking #:	TBD								
Manager:	Kristen Grosh								
Duration:	48.7								
Baseline Date:	7/1/2019								
Revision Date:	October 8, 2020								
Version #:	3.0		**Actual Cost**	**Actual Cost**	**Actual Cost**	**Planned Cost**	**Planned Cost**	**Planned Cost**	
Cost Elements	**Description**		**Prior Years**	**FY 18-19**	**FY 19-20**	**FY 20-21**	**FY 21-22**	**FY 22-23**	**Planned Total**
	NCS-X Passthrough for Local Agencies					$1,242,365			$1,242,365
Other	**Subtotal**		**$0**	**$0**	**$101,069**	**$2,067,955**	**$6,289,767**	**$1,000,000**	**$9,458,790**
Grand Total			**$412,000**	**$743,184**	**$1,968,526**	**$11,430,470**	**$13,148,960**	**$7,084,009**	**$34,787,149**

FIBRS Project Master Schedule

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1	**1**	**FIBRS Project Master Schedule**	**54%**	**Tue 2/11/20**	**Fri 6/30/23**	**884 days**
2	**1.1**	**FIBRS Project Schedule**	**64%**	**Tue 2/11/20**	**Thu 9/30/21**	**420 days**
1	**1**	**Inception**	**100%**	**Fri 2/14/20**	**Mon 6/22/20**	**92 days**
2	1.1	Sign Contract	100%	Fri 2/14/20	Fri 2/14/20	0 days
3	1.2	Conduct Project kick-off meeting	100%	Fri 2/14/20	Mon 2/24/20	7 days
4	1.3	Assemble & Train Project Team	100%	Mon 2/24/20	Fri 3/6/20	10 days
5	**1.4**	**Gov Cloud Environment Setup**	**100%**	**Fri 5/1/20**	**Wed 6/17/20**	**34 days**
6	1.4.1	FDLE to provide Azure tenant Access, Best practices, and Decision on Environment Management	100%	Fri 5/1/20	Fri 5/1/20	1 day
7	1.4.2	FDLE Decision on technology stack	100%	Fri 5/1/20	Fri 5/1/20	0 days
8	1.4.3	Set up B2C (Gov Cloud)	100%	Mon 5/4/20	Tue 5/12/20	7 days
9	1.4.4	AD B2C POC (GCOM Azure Tenant)	100%	Tue 5/12/20	Thu 5/21/20	8 days
10	1.4.5	Fix FDLE provided Azure Tenant to work with B2C POC (Gov Cloud)	100%	Wed 5/13/20	Tue 5/26/20	9 days
11	1.4.6	Transfer B2C Code to Gov Cloud	100%	Wed 5/27/20	Thu 5/28/20	2 days
12	1.4.7	B2C POC decision	100%	Fri 5/29/20	Fri 5/29/20	1 day
13	1.4.8	Negotiate New Go-Live Dates	100%	Mon 5/4/20	Tue 5/12/20	7 days
14	1.4.9	Prepare Change Request	100%	Wed 5/13/20	Tue 5/26/20	10 days
15	1.4.10	Prepare Change Request Continues	100%	Wed 5/27/20	Thu 6/4/20	7 days
16	1.4.11	Review and Approve Change Request	100%	Fri 6/5/20	Wed 6/17/20	9 days
17	1.5	FDLE Finalizes Errata for IEPD 1.1	100%	Wed 5/13/20	Fri 5/22/20	8 days
18	1.6	Change request approval and signature	100%	Wed 6/17/20	Wed 6/17/20	0 days
19	1.7	FDLE ITS B2C Setup	100%	Fri 6/19/20	Fri 6/19/20	0 days
20	1.8	Finalize B2C Setup	100%	Fri 6/19/20	Mon 6/22/20	2 days
21	**2**	**Florida CJIS Portal (Portal) Solution**	**74%**	**Mon 3/9/20**	**Mon 3/8/21**	**256 days**
22	**2.1**	**Inception**	**100%**	**Mon 3/9/20**	**Fri 3/13/20**	**5 days**
23	**2.1.1**	**Finalize High-Level Portal Requirements**	**100%**	**Mon 3/9/20**	**Fri 3/13/20**	**5 days**
24	2.1.1.1	Public Defender (CMS)	100%	Mon 3/9/20	Fri 3/13/20	5 days
25	2.1.1.2	Regional Conflict Counsel	100%	Mon 3/9/20	Fri 3/13/20	5 days
26	2.1.1.3	JAC	100%	Mon 3/9/20	Fri 3/13/20	5 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
27	2.1.1.4	DOC	100%	Mon 3/9/20	Fri 3/13/20	5 days
28	2.1.1.5	County Detention Facility (JMS)	100%	Mon 3/9/20	Fri 3/13/20	5 days
29	2.1.1.6	State Attorney (CMS)	100%	Mon 3/9/20	Fri 3/13/20	5 days
30	2.1.1.7	Clerks of Court System (CMS)	100%	Mon 3/9/20	Fri 3/13/20	5 days
31	2.1.1.8	Record Mgt System	100%	Mon 3/9/20	Fri 3/13/20	5 days
32	**2.2**	**Portal Solution Design**	**100%**	**Mon 3/16/20**	**Fri 8/21/20**	**115 days**
33	**2.2.1**	**Develop Solution Test Plan - Portal**	**100%**	**Mon 3/16/20**	**Fri 7/24/20**	**94 days**
34	2.2.1.1	Develop Solution Test Plan - Portal	100%	Mon 3/16/20	Fri 3/27/20	10 days
35	2.2.1.2	Develop Solution Test Plan - Portal Continues	100%	Mon 3/30/20	Tue 3/31/20	2 days
36	2.2.1.3	Review Solution Test Plan Document - Portal - Cycle 1	100%	Wed 4/1/20	Tue 4/14/20	10 days
37	2.2.1.4	Update Solution Test Plan - Portal - Cycle 1	100%	Mon 4/13/20	Mon 4/13/20	1 day
38	2.2.1.5	Review Solution Test Plan Document - Portal - Cycle 2	100%	Tue 4/14/20	Mon 4/27/20	10 days
39	2.2.1.6	Update Solution Test Plan - Portal - Cycle 2	100%	Tue 4/28/20	Mon 5/11/20	10 days
40	2.2.1.7	QA review of Solution Test Plan - Portal	100%	Tue 5/12/20	Wed 5/13/20	2 days
41	2.2.1.8	Review Solution Test Plan Document - Portal - Cycle 3	100%	Thu 5/14/20	Thu 5/21/20	6 days
42	2.2.1.9	Update Solution Test Plan - Portal - Cycle 3	100%	Fri 5/22/20	Tue 5/26/20	3 days
43	2.2.1.10	Review Solution Test Plan Document - Portal - Cycle 4	100%	Wed 5/27/20	Tue 6/9/20	10 days
44	2.2.1.11	Review Solution Test Plan Document Continuation - Portal - Cycle 4	100%	Wed 6/10/20	Tue 6/23/20	10 days
45	2.2.1.12	Update Solution Test Plan - Portal - Cycle 4	100%	Wed 6/24/20	Wed 6/24/20	1 day
46	2.2.1.13	Review Solution Test Plan Document Continuation - Portal - Cycle 5	100%	Thu 6/25/20	Thu 6/25/20	1 day
47	2.2.1.14	Update Solution Test Plan - Portal - Cycle 5	100%	Fri 6/26/20	Mon 6/29/20	2 days
48	2.2.1.15	Review Solution Test Plan Document Continuation - Portal - Cycle 6	100%	Tue 6/30/20	Tue 7/14/20	10 days
49	2.2.1.16	Review Solution Test Plan Document Continuation - Portal - Cycle 6 Continued	100%	Wed 7/15/20	Thu 7/16/20	2 days
50	2.2.1.17	Update Solution Test Plan - Portal - Cycle 6	100%	Fri 7/17/20	Fri 7/17/20	1 day
51	2.2.1.18	Final Review Solution Test Plan - Portal	100%	Mon 7/20/20	Mon 7/20/20	1 day
52	2.2.1.19	FDLE Approves Test Plan - Portal	100%	Fri 7/24/20	Fri 7/24/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
53	**2.2.2**	**Develop FDLE System Security Plan - Portal**	**100%**	**Wed 6/24/20**	**Fri 8/21/20**	**43 days**
54	2.2.2.1	Develop FDLE System Security Plan - Portal	100%	Wed 6/24/20	Mon 7/6/20	9 days
55	2.2.2.2	Preliminary Review by FDLE	100%	Tue 7/7/20	Mon 7/13/20	5 days
56	2.2.2.3	Update FDLE System Security Plan - Portal	100%	Tue 7/14/20	Tue 7/14/20	1 day
57	2.2.2.4	Review FDLE System Security Plan - Portal	100%	Wed 7/15/20	Mon 7/20/20	4 days
58	2.2.2.5	Update FDLE System Security Plan - Portal	100%	Tue 7/21/20	Thu 7/23/20	3 days
59	2.2.2.6	Review FDLE System Security Plan - Portal	100%	Fri 7/24/20	Fri 7/31/20	6 days
60	2.2.2.7	Update FDLE System Security Plan - Portal	100%	Mon 8/3/20	Wed 8/5/20	3 days
61	2.2.2.8	Review FDLE System Security Plan - Portal	100%	Thu 8/6/20	Wed 8/12/20	5 days
62	2.2.2.9	Update FDLE System Security Plan - Portal	100%	Thu 8/13/20	Thu 8/13/20	1 day
63	2.2.2.10	Final FDLE System Security Plan Review	100%	Fri 8/14/20	Fri 8/21/20	6 days
64	**2.3**	**Portal Development**	**86%**	**Mon 3/16/20**	**Fri 9/4/20**	**124 days**
65	**2.3.1**	**Requirements Gathering and Documentation**	**82%**	**Mon 3/16/20**	**Fri 9/4/20**	**124 days**
66	**2.3.1.1**	**Requirements Gathering**	**100%**	**Mon 3/16/20**	**Fri 3/27/20**	**10 days**
67	2.3.1.1.1	Understand User Requirements	100%	Mon 3/16/20	Fri 3/27/20	10 days
68	**2.3.1.2**	**Document Use Case Document Outlines**	**81%**	**Mon 3/30/20**	**Fri 9/4/20**	**114 days**
69	**2.3.1.2.1**	**Document User Authorization Use Case**	**100%**	**Wed 4/1/20**	**Mon 8/24/20**	**103 days**
70	2.3.1.2.1	Finalize User Authorization Use Case document	100%	Wed 4/1/20	Tue 4/7/20	5 days
71	2.3.1.2.1	Update User Authorization Use case with AD solution	100%	Mon 6/1/20	Fri 6/12/20	10 days
72	2.3.1.2.1	Update User Authorization Use case with AD solution - Continued	100%	Mon 6/15/20	Fri 6/19/20	5 days
73	2.3.1.2.1	Review User Authorization Use Case - Cycle 1	100%	Mon 6/22/20	Mon 6/22/20	1 day
74	2.3.1.2.1	Update User Authorization Use Case - Cycle 1	100%	Tue 6/23/20	Tue 6/23/20	1 day
75	2.3.1.2.1	Review User Authorization Use Case - Cycle 2	100%	Wed 6/24/20	Mon 6/29/20	4 days
76	2.3.1.2.1	Update User Authorization Use Case - Cycle 2	100%	Tue 6/30/20	Tue 6/30/20	1 day
77	2.3.1.2.1	Review User Authorization Use Case - Cycle 3	100%	Wed 7/1/20	Thu 7/9/20	6 days
78	2.3.1.2.1	Update User Authorization Use Case - Cycle 3	100%	Fri 7/10/20	Thu 7/16/20	5 days
79	2.3.1.2.1	Review User Authorization Use Case - Cycle 4	100%	Fri 7/17/20	Thu 7/23/20	5 days
80	2.3.1.2.1	Update User Authorization Use Case - Cycle 4	100%	Fri 7/24/20	Fri 7/24/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
81	2.3.1.2.1	Review User Authorization Use Case Review	100%	Mon 7/27/20	Mon 7/27/20	1 day
82	2.3.1.2.1	Provide answer to GCOM's response on permissions assigned	100%	Tue 7/28/20	Fri 7/31/20	4 days
83	2.3.1.2.1	Address FDLE questions	100%	Mon 8/3/20	Tue 8/11/20	7 days
84	2.3.1.2.1	FDLE Approves User Authorization Use Case	100%	Mon 8/24/20	Mon 8/24/20	0 days
85	**2.3.1.2.2**	**Document Florida CJIS Portal CJAdmin IEPD Intake Use Case**	**100%**	**Mon 3/30/20**	**Fri 9/4/20**	**114 days**
86	2.3.1.2.2	Finalize Florida CJIS Portal CJAdmin IEPD Intake Use Case document	100%	Mon 3/30/20	Wed 4/1/20	3 days
87	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 1	100%	Thu 4/2/20	Mon 4/13/20	8 days
88	2.3.1.2.2	Understand Florida CJIS Portal CJAdmin IEPD Intake Use Case Requirements	100%	Tue 4/14/20	Mon 4/27/20	10 days
89	2.3.1.2.2	Update Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 1	100%	Tue 4/28/20	Mon 5/11/20	10 days
90	2.3.1.2.2	QA Florida CJIS Portal CJAdmin IEPD Intake Use Case	100%	Tue 5/12/20	Tue 5/12/20	1 day
91	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 2	100%	Wed 5/13/20	Wed 5/27/20	10 days
92	2.3.1.2.2	Update Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 2	100%	Thu 5/28/20	Tue 6/2/20	4 days
93	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 3	100%	Wed 6/3/20	Tue 6/16/20	10 days
94	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case Continued - Cycle 3	100%	Wed 6/17/20	Wed 6/17/20	1 day
95	2.3.1.2.2	Update Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 3	100%	Thu 6/18/20	Fri 6/19/20	2 days
96	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 4	100%	Mon 6/22/20	Mon 6/22/20	1 day
97	2.3.1.2.2	Update Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 4	100%	Tue 6/23/20	Tue 6/23/20	1 day
98	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 5	100%	Wed 6/24/20	Mon 6/29/20	4 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
99	2.3.1.2.2	Update Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 5	100%	Tue 6/30/20	Tue 6/30/20	1 day
100	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 6	100%	Wed 7/1/20	Wed 7/1/20	1 day
101	2.3.1.2.2	Update Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 6	100%	Thu 7/2/20	Mon 7/6/20	3 days
102	2.3.1.2.2	Review Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 7	100%	Tue 7/7/20	Wed 7/8/20	2 days
103	2.3.1.2.2	Update Florida CJIS Portal CJAdmin IEPD Intake Use Case - Cycle 7	100%	Thu 7/9/20	Fri 7/10/20	2 days
104	2.3.1.2.2	Final FDLE Florida CJIS Portal CJAdmin IEPD Intake Use Case Review	100%	Mon 7/13/20	Tue 7/14/20	2 days
105	2.3.1.2.2	Final QA version of Florida CJIS Portal CJAdmin IEPD Intake Use Case Submitted	100%	Wed 7/15/20	Wed 7/15/20	1 day
106	2.3.1.2.2	FDLE Approves Florida CJIS Portal CJAdmin IEPD Intake Use Case	100%	Sun 7/26/20	Sun 7/26/20	0 days
107	2.3.1.2.2	Update CJADmin IEPD Intake Use case with B2C changes for "Service Accounts"	100%	Mon 8/3/20	Mon 8/3/20	1 day
108	2.3.1.2.2	FDLE approves FDLE Intake Business Rules Spreadsheet	0%	Fri 9/4/20	Fri 9/4/20	0 days
109	**2.3.1.2.3**	**Document Florida CJIS Portal FDLE IEPD Intake Use Case**	**100%**	**Mon 4/27/20**	**Mon 8/3/20**	**71 days**
110	2.3.1.2.3	Understand Florida CJIS Portal FDLE IEPD Intake Use Case Requirements	100%	Mon 4/27/20	Fri 5/8/20	10 days
111	2.3.1.2.3	Finalize Florida CJIS Portal FDLE IEPD Intake Use Case document	100%	Mon 5/11/20	Thu 5/21/20	9 days
112	2.3.1.2.3	Review Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 1	100%	Fri 5/22/20	Fri 5/22/20	1 day
113	2.3.1.2.3	Update Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 1	100%	Mon 5/25/20	Fri 6/5/20	10 days
114	2.3.1.2.3	Update Florida CJIS Portal FDLE IEPD Intake Use Case Continuation - Cycle 1	100%	Mon 6/8/20	Tue 6/9/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
115	2.3.1.2.3	Review Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 2	100%	Wed 6/10/20	Tue 6/23/20	10 days
116	2.3.1.2.3	Review Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 2 Continuation	100%	Wed 6/24/20	Mon 6/29/20	4 days
117	2.3.1.2.3	Update Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 2	100%	Tue 6/30/20	Tue 6/30/20	1 day
118	2.3.1.2.3	Review Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 3	100%	Wed 7/1/20	Fri 7/10/20	7 days
119	2.3.1.2.3	Update Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 3	100%	Mon 7/13/20	Mon 7/13/20	1 day
120	2.3.1.2.3	Review Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 4	100%	Tue 7/14/20	Tue 7/21/20	6 days
121	2.3.1.2.3	Update Florida CJIS Portal FDLE IEPD Intake Use Case - Cycle 4	100%	Wed 7/22/20	Wed 7/22/20	1 day
122	2.3.1.2.3	Final Florida CJIS Portal FDLE IEPD Intake Use Case Review	100%	Thu 7/23/20	Fri 7/24/20	2 days
123	2.3.1.2.3	FDLE Approves Florida CJIS Portal FDLE IEPD Intake Use Case	100%	Fri 7/24/20	Fri 7/24/20	0 days
124	2.3.1.2.3	Update FDLE IEPD Intake Use case with B2C changes for "Service Accounts"	100%	Mon 8/3/20	Mon 8/3/20	1 day
125	**2.3.1.2.4**	**Document Florida CJIS Portal UI Use Case**	**100%**	**Mon 4/27/20**	**Thu 7/30/20**	**69 days**
126	2.3.1.2.4	Understand Florida CJIS Portal UI Use Case Requirements	100%	Mon 4/27/20	Fri 5/8/20	10 days
127	2.3.1.2.4	Draft Florida CJIS Portal UI Use Case document	100%	Mon 5/11/20	Fri 5/22/20	10 days
128	2.3.1.2.4	Finalize Florida CJIS Portal UI Use Case document	100%	Mon 5/25/20	Wed 6/3/20	8 days
129	2.3.1.2.4	Review Florida CJIS Portal UI Use Case - Cycle 1	100%	Thu 6/4/20	Mon 6/15/20	8 days
130	2.3.1.2.4	Update Florida CJIS Portal UI Use Case - Cycle 1	100%	Tue 6/16/20	Wed 6/24/20	7 days
131	2.3.1.2.4	Review Florida CJIS Portal UI Use Case - Cycle 2	100%	Thu 6/25/20	Thu 6/25/20	1 day
132	2.3.1.2.4	Update Florida CJIS Portal UI Use Case - Cycle 2	100%	Fri 6/26/20	Fri 6/26/20	1 day
133	2.3.1.2.4	Review Florida CJIS Portal UI Use Case - Cycle 3	100%	Mon 6/29/20	Thu 7/2/20	4 days
134	2.3.1.2.4	Update Florida CJIS Portal UI Use Case - Cycle 3	100%	Fri 7/3/20	Wed 7/8/20	4 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
135	2.3.1.2.4	Review Florida CJIS Portal UI Use Case - Cycle 4	100%	Thu 7/9/20	Thu 7/9/20	1 day
136	2.3.1.2.4	Update Florida CJIS Portal UI Use Case - Cycle 4	100%	Fri 7/10/20	Mon 7/13/20	2 days
137	2.3.1.2.4	Review Florida CJIS Portal UI Use Case - Cycle 5	100%	Tue 7/14/20	Thu 7/16/20	3 days
138	2.3.1.2.4	Update Florida CJIS Portal UI Use Case - Cycle 5	100%	Fri 7/17/20	Fri 7/17/20	1 day
139	2.3.1.2.4	Review Florida CJIS Portal UI Use Case - Cycle 6	100%	Mon 7/20/20	Mon 7/20/20	1 day
140	2.3.1.2.4	Update Florida CJIS Portal UI Use Case - Cycle 6	100%	Tue 7/21/20	Tue 7/21/20	1 day
141	2.3.1.2.4	Review Florida CJIS Portal UI Use Case - Cycle 7	100%	Tue 7/21/20	Tue 7/21/20	1 day
142	2.3.1.2.4	Update Florida CJIS Portal UI Use Case - Cycle 7	100%	Wed 7/22/20	Wed 7/22/20	1 day
143	2.3.1.2.4	Final Florida CJIS Portal UI Use Case Review	100%	Thu 7/23/20	Thu 7/30/20	6 days
144	2.3.1.2.4	FDLE Approves Florida CJIS Portal UI Use Case	100%	Thu 7/30/20	Thu 7/30/20	0 days
145	**2.3.1.2.5**	**Document Portal Interface Control Document (ICD)**	**100%**	**Tue 4/7/20**	**Fri 7/17/20**	**74 days**
146	2.3.1.2.5	Staging ICD Development	100%	Tue 4/7/20	Fri 4/17/20	9 days
147	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 1	100%	Mon 4/20/20	Thu 4/23/20	4 days
148	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 1	100%	Fri 4/24/20	Fri 4/24/20	1 day
149	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 2	100%	Mon 4/27/20	Mon 4/27/20	1 day
150	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 2	100%	Tue 4/28/20	Wed 4/29/20	2 days
151	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 3	100%	Mon 4/27/20	Tue 5/5/20	7 days
152	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 3	100%	Wed 5/6/20	Thu 5/7/20	2 days
153	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 4	100%	Fri 5/8/20	Fri 5/15/20	6 days
154	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 4	100%	Mon 5/18/20	Tue 5/19/20	2 days
155	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 5	100%	Wed 5/20/20	Tue 5/26/20	4 days
156	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 5	100%	Wed 5/27/20	Wed 6/3/20	6 days
157	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 6	100%	Thu 6/4/20	Wed 6/17/20	10 days
158	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 6	100%	Thu 6/18/20	Fri 6/19/20	2 days
159	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 7	100%	Mon 6/22/20	Tue 6/23/20	2 days
160	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 7	100%	Wed 6/24/20	Mon 6/29/20	4 days
161	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 8	100%	Tue 6/30/20	Tue 6/30/20	1 day
162	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 8	100%	Wed 7/1/20	Fri 7/10/20	8 days
163	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 9	100%	Mon 7/13/20	Wed 7/15/20	3 days
164	2.3.1.2.5	GCOM Revise Staging ICD - Cycle 9	100%	Thu 7/16/20	Thu 7/16/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
165	2.3.1.2.5	FDLE Review of Staging ICD - Cycle 10	100%	Fri 7/17/20	Fri 7/17/20	1 day
166	2.3.1.2.5	FDLE Review and Approve Staging ICD	100%	Fri 7/17/20	Fri 7/17/20	0 days
167	**2.3.1.2.6**	**Document Florida CJIS Portal Agency Authorization Use Case**	**100%**	**Tue 6/16/20**	**Mon 8/24/20**	**49 days**
168	2.3.1.2.6	Draft Florida CJIS Portal Agency Authorization Use Case document	100%	Tue 6/16/20	Wed 6/24/20	7 days
169	2.3.1.2.6	Review Florida CJIS Portal Agency Authorization Use Case - Cycle 1	100%	Thu 6/25/20	Mon 6/29/20	3 days
170	2.3.1.2.6	Update Florida CJIS Portal Agency Authorization Use Case - Cycle 1	100%	Tue 6/30/20	Tue 6/30/20	1 day
171	2.3.1.2.6	Review Florida CJIS Portal Agency Authorization Use Case - Cycle 2	100%	Wed 7/1/20	Thu 7/2/20	2 days
172	2.3.1.2.6	Update Florida CJIS Portal Agency Authorization Use Case - Cycle 2	100%	Fri 7/3/20	Mon 7/6/20	2 days
173	2.3.1.2.6	Review Florida CJIS Portal Agency Authorization Use Case - Cycle 3	100%	Tue 7/7/20	Wed 7/8/20	2 days
174	2.3.1.2.6	Update Florida CJIS Portal Agency Authorization Use Case - Cycle 3	100%	Thu 7/9/20	Fri 7/10/20	2 days
175	2.3.1.2.6	Review Florida CJIS Portal Agency Authorization Use Case - Cycle 4	100%	Mon 7/13/20	Wed 7/15/20	3 days
176	2.3.1.2.6	Update Florida CJIS Portal Agency Authorization Use Case - Cycle 4	100%	Thu 7/16/20	Fri 7/17/20	2 days
177	2.3.1.2.6	Review Florida CJIS Portal Agency Authorization Use Case - Cycle 5	100%	Mon 7/20/20	Mon 7/20/20	1 day
178	2.3.1.2.6	Update Florida CJIS Portal Agency Authorization Use Case - Cycle 5	100%	Mon 7/20/20	Mon 7/20/20	0 days
179	2.3.1.2.6	Review Florida CJIS Portal Agency Authorization Use Case - Cycle 6	100%	Tue 7/21/20	Tue 7/28/20	6 days
180	2.3.1.2.6	Update Florida CJIS Portal Agency Authorization and CCH Agency ICD	100%	Wed 7/29/20	Mon 8/10/20	9 days
181	2.3.1.2.6	Review Agency and Statute ICD	100%	Tue 8/11/20	Mon 8/17/20	5 days
182	2.3.1.2.6	Update Agency and Statute ICD	100%	Tue 8/18/20	Wed 8/19/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
183	2.3.1.2.6	Final Florida CJIS Portal Agency Authorization Use Case Review	100%	Thu 8/20/20	Thu 8/20/20	1 day
184	2.3.1.2.6	FDLE Approves Florida CJIS Portal Agency Authorization Use Case	100%	Mon 8/24/20	Mon 8/24/20	0 days
185	**2.3.2**	**DEV System Development**	**99%**	**Mon 5/4/20**	**Mon 8/31/20**	**86 days**
186	**2.3.2.1**	**Development**	**100%**	**Mon 5/4/20**	**Fri 8/7/20**	**70 days**
187	2.3.2.1.1	Install and Configure Products - DEV Environment	100%	Mon 5/4/20	Mon 5/11/20	6 days
188	2.3.2.1.2	Customization/Configuration for user authorization	100%	Mon 6/15/20	Fri 6/26/20	10 days
189	2.3.2.1.3	Customization/Configuration for Business Rules	100%	Mon 6/29/20	Fri 7/10/20	10 days
190	2.3.2.1.4	Customization/Configuration for Business Rules - Continued (UoF)	100%	Fri 7/31/20	Fri 8/7/20	6 days
191	2.3.2.1.5	Custmization/Configuration for Agency Configuration	100%	Mon 7/13/20	Fri 7/17/20	5 days
192	2.3.2.1.6	Customization/Configuration for Portal Integration	100%	Mon 6/29/20	Tue 6/30/20	2 days
193	2.3.2.1.7	Customization/Configuration for intake, portal and ICD	100%	Tue 6/16/20	Mon 6/29/20	10 days
194	2.3.2.1.8	Customization/Configuration for intake, portal and ICD - Continued	100%	Tue 6/30/20	Wed 7/1/20	2 days
195	2.3.2.1.9	Unit Tests by DEV team	100%	Mon 6/29/20	Wed 7/8/20	8 days
196	2.3.2.1.1	Deploy in FDLE DEV Env	100%	Wed 7/8/20	Wed 7/8/20	0 days
197	2.3.2.1.1	FDLE ITS resolves Function access Issues in DEV and TEST environments	100%	Fri 6/26/20	Fri 6/26/20	0 days
198	2.3.2.1.1	Validate DEV install	100%	Wed 7/8/20	Wed 7/8/20	0 days
199	2.3.2.1.1	FDLE ITS completes VPN set up for CJIS Portal (DEV and TEST)	100%	Tue 6/30/20	Tue 6/30/20	0 days
200	**2.3.2.2**	**Testing by GCOM QA Team**	**100%**	**Thu 6/25/20**	**Tue 8/11/20**	**34 days**
201	2.3.2.2.1	Create / Update Test cases	100%	Thu 6/25/20	Tue 6/30/20	4 days
202	**2.3.2.2.2**	**Test CJAdmin, UI, User Authorization and Agency Authorization**	**100%**	**Mon 7/20/20**	**Fri 7/24/20**	**5 days**
203	2.3.2.2.2	Execute Test Cases	100%	Mon 7/20/20	Wed 7/22/20	3 days
204	2.3.2.2.2	Fix Defects by DEV team	100%	Thu 7/23/20	Thu 7/23/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
205	2.3.2.2.2	Retest by QA	100%	Fri 7/24/20	Fri 7/24/20	1 day
206	**2.3.2.2.3**	**Test IEDP Intake (UoF)**	**100%**	**Mon 8/10/20**	**Tue 8/11/20**	**2 days**
207	2.3.2.2.3	Execute Test Cases	100%	Mon 8/10/20	Mon 8/10/20	1 day
208	2.3.2.2.3	Fix Defects by DEV team	100%	Tue 8/11/20	Tue 8/11/20	1 day
209	2.3.2.2.3	Retest by QA	100%	Tue 8/11/20	Tue 8/11/20	0 days
210	2.3.2.2.4	GCOM Review Test Results	100%	Tue 8/11/20	Tue 8/11/20	0 days
211	**2.3.2.3**	**Integration & Security Testing by GCOM QA Team**	**100%**	**Thu 7/9/20**	**Tue 8/11/20**	**24 days**
212	2.3.2.3.1	Perform Security Testing	100%	Thu 7/9/20	Mon 7/13/20	3 days
213	2.3.2.3.2	Perform Integration testing with FIBRS UoF	100%	Mon 8/10/20	Mon 8/10/20	1 day
214	2.3.2.3.3	Perform Integration testing with CJDT	100%	Mon 8/10/20	Mon 8/10/20	1 day
215	2.3.2.3.4	Fix Defects by DEV team	100%	Tue 8/11/20	Tue 8/11/20	1 day
216	2.3.2.3.5	Retest by QA	100%	Tue 8/11/20	Tue 8/11/20	0 days
217	2.3.2.3.6	GCOM Review Test Results	100%	Tue 8/11/20	Tue 8/11/20	0 days
218	**2.3.2.4**	**Test System Development**	**100%**	**Thu 6/18/20**	**Tue 8/11/20**	**39 days**
219	2.3.2.4.1	FDLE ITS Test Environment Readiness	100%	Thu 6/18/20	Thu 6/18/20	0 days
220	2.3.2.4.2	Setup Test Environment by GCOM	100%	Thu 7/9/20	Fri 7/10/20	2 days
221	2.3.2.4.3	Install and Configure Products - Test	100%	Mon 7/13/20	Tue 7/21/20	7 days
222	2.3.2.4.4	Deploy Code in Test Environment	100%	Tue 8/11/20	Tue 8/11/20	0 days
223	**2.3.2.5**	**Perform Solution / Performance Testing**	**100%**	**Mon 7/27/20**	**Wed 8/26/20**	**23 days**
224	2.3.2.5.1	Develop Performance Test Plan	100%	Mon 7/27/20	Fri 8/7/20	10 days
225	2.3.2.5.2	Submit Performance Test Plan	100%	Mon 8/10/20	Tue 8/11/20	2 days
226	2.3.2.5.3	Prep data for Performance Testing	100%	Wed 8/12/20	Mon 8/17/20	4 days
227	2.3.2.5.4	Conduct Solution & Performance Testing	100%	Tue 8/18/20	Wed 8/26/20	7 days
228	2.3.2.5.5	Provide FDLE with non-functional test results	100%	Wed 8/26/20	Wed 8/26/20	1 day
229	**2.3.2.6**	**Solution Testing (FAT/UAT) by FDLE Team**	**100%**	**Mon 7/27/20**	**Fri 8/28/20**	**25 days**
230	**2.3.2.6.1**	**FAT Testing by FDLE QA**	**100%**	**Mon 7/27/20**	**Mon 8/24/20**	**21 days**
231	**2.3.2.6.1**	**FAT for CJAdmin, UI, User Authorization and Agency Authorization**	**100%**	**Mon 7/27/20**	**Mon 8/17/20**	**16 days**
232	2.3.2.6.1	Conduct FAT Testing	100%	Mon 7/27/20	Mon 8/3/20	6 days
233	2.3.2.6.1	Defect Fixes for FAT	100%	Tue 8/4/20	Fri 8/14/20	9 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
234	2.3.2.6.1	Retest FAT defects	100%	Mon 8/17/20	Mon 8/17/20	1 day
235	**2.3.2.6.1**	**FAT for FDLE IEPD**	**100%**	**Tue 8/11/20**	**Mon 8/24/20**	**10 days**
236	2.3.2.6.1	Conduct FAT Testing	100%	Tue 8/11/20	Wed 8/12/20	2 days
237	2.3.2.6.1	Defect Fixes for FAT	100%	Thu 8/13/20	Sat 8/22/20	12 days
238	2.3.2.6.1	Retest FAT defects	100%	Mon 8/24/20	Mon 8/24/20	1 day
239	**2.3.2.6.2**	**UAT**	**100%**	**Tue 8/18/20**	**Fri 8/28/20**	**9 days**
240	2.3.2.6.2	Conduct UAT Testing	100%	Tue 8/18/20	Wed 8/26/20	7 days
241	2.3.2.6.2	Defect Fixes for UAT	100%	Thu 8/27/20	Thu 8/27/20	1 day
242	2.3.2.6.2	Retest UAT defects	100%	Fri 8/28/20	Fri 8/28/20	1 day
243	2.3.2.7	FDLE Reviews and Approves all Test Results	90%	Mon 8/31/20	Mon 8/31/20	1 day
244	**2.4**	**Install, Customize and Configure**	**100%**	**Tue 4/28/20**	**Mon 8/31/20**	**90 days**
245	**2.4.1**	**Develop Installation Plan - Portal**	**100%**	**Tue 4/28/20**	**Wed 7/29/20**	**67 days**
246	2.4.1.1	Develop Installation Plan - Portal	100%	Tue 4/28/20	Thu 4/30/20	3 days
247	2.4.1.2	Review Installation Plan - Portal - Cycle 1	100%	Tue 4/28/20	Thu 4/30/20	3 days
248	2.4.1.3	Update Installation Plan - Portal - Cycle 1	100%	Fri 5/1/20	Fri 5/1/20	1 day
249	2.4.1.4	Review Installation Plan - Portal - Cycle 2	100%	Mon 5/4/20	Fri 5/15/20	10 days
250	2.4.1.5	Update Installation Plan - Portal - Cycle 2	100%	Mon 6/1/20	Fri 6/12/20	10 days
251	2.4.1.6	Update Installation Plan - Portal Contnuation - Cycle 2	100%	Mon 6/15/20	Fri 6/19/20	5 days
252	2.4.1.7	Review Installation Plan - Portal - Cycle 3	100%	Mon 6/22/20	Thu 6/25/20	4 days
253	2.4.1.8	Update Installation Plan - Portal - Cycle 3	100%	Fri 6/26/20	Thu 7/2/20	5 days
254	2.4.1.9	Review Installation Plan - Portal - Cycle 4	100%	Mon 7/6/20	Tue 7/7/20	2 days
255	2.4.1.10	Update Installation Plan - Portal - Cycle 4	100%	Wed 7/8/20	Wed 7/8/20	1 day
256	2.4.1.11	Review Installation Plan - Portal - Cycle 5	100%	Thu 7/9/20	Fri 7/17/20	7 days
257	2.4.1.12	Update Installation Plan - Portal - Cycle 5	100%	Mon 7/20/20	Tue 7/21/20	2 days
258	2.4.1.13	Final Review Installation Plan - Portal	100%	Wed 7/22/20	Wed 7/22/20	1 day
259	2.4.1.14	FDLE Approves Installation Plan - FIBRS	100%	Wed 7/29/20	Wed 7/29/20	0 days
260	**2.4.2**	**Develop Implementation Plan - Portal**	**100%**	**Tue 8/18/20**	**Mon 8/31/20**	**10 days**
261	2.4.2.1	Develop Implementation Plan - Portal	100%	Tue 8/18/20	Thu 8/20/20	3 days
262	2.4.2.2	Review Implementation Plan - Portal - Cycle 1	100%	Fri 8/21/20	Mon 8/24/20	2 days
263	2.4.2.3	Update Implementation Plan - Portal - Cycle 1	100%	Tue 8/25/20	Tue 8/25/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
264	2.4.2.4	Final Review Implementation Plan - Portal	100%	Wed 8/26/20	Mon 8/31/20	4 days
265	2.4.2.5	FDLE Approves Implementation Plan - Portal	0%	Mon 8/31/20	Mon 8/31/20	0 days
266	**2.5**	**Production Cut Over and Go Live**	**20%**	**Sat 7/11/20**	**Tue 10/6/20**	**62 days**
267	2.5.1	Tech Transfer to FDLE CCCB for Approval	100%	Mon 8/31/20	Mon 8/31/20	0 days
268	2.5.2	FDLE ITS Production Environment Readiness	100%	Sat 7/11/20	Sat 7/11/20	0 days
269	2.5.3	Setup Production Environment by GCOM	100%	Mon 7/13/20	Fri 7/24/20	10 days
270	2.5.4	Setup, Installed and Configuration - PROD Environment	0%	Tue 9/1/20	Tue 9/1/20	4 hrs
271	2.5.5	Send Notification to Stakeholders / Users of Go-Live	0%	Tue 9/1/20	Tue 9/1/20	0 days
272	2.5.6	Deploy Software (Cutover-implementation plan check)	0%	Tue 9/1/20	Tue 9/1/20	4 hrs
273	2.5.7	Validate Deployment (Cutover-implementation plan check)	0%	Tue 9/1/20	Tue 9/1/20	0 days
274	2.5.8	Portal Solution - Go Live	0%	Tue 9/1/20	Tue 9/1/20	0 days
275	**2.5.9**	**Report Validation (not UoF)**	**0%**	**Fri 8/28/20**	**Tue 10/6/20**	**28 days**
276	2.5.9.1	Adjust code as needed for Arrest, booking, Case, and LInX	0%	Fri 8/28/20	Fri 9/4/20	6 days
277	2.5.9.2	Test other reports	0%	Mon 9/7/20	Mon 9/14/20	6 days
278	2.5.9.3	FAT other reports	0%	Tue 9/15/20	Tue 9/22/20	6 days
279	2.5.9.4	Perform Integration testing with UAA	0%	Wed 9/23/20	Tue 9/29/20	5 days
280	2.5.9.5	UAT other reports	0%	Wed 9/23/20	Tue 9/29/20	5 days
281	2.5.9.6	Deploy Changes in Production	0%	Wed 9/30/20	Tue 10/6/20	5 days
282	**2.6**	**System Enhancement/Defect Resolution Round 1**	**0%**	**Wed 9/2/20**	**Thu 12/3/20**	**65 days**
283	**2.6.1**	**Requirement Gathering for enhancement**	**0%**	**Wed 9/2/20**	**Mon 9/28/20**	**19 days**
284	2.6.1.1	Requirement sessions with business	0%	Wed 9/2/20	Tue 9/8/20	5 days
285	2.6.1.2	Create / update Use case	0%	Wed 9/9/20	Tue 9/15/20	5 days
286	2.6.1.3	Review Use case	0%	Wed 9/16/20	Tue 9/22/20	5 days
287	2.6.1.4	Update Use case	0%	Wed 9/23/20	Thu 9/24/20	2 days
288	2.6.1.5	Approve Use case	0%	Fri 9/25/20	Mon 9/28/20	2 days
289	**2.6.2**	**Code Development**	**0%**	**Tue 9/29/20**	**Wed 10/14/20**	**12 days**
290	2.6.2.1	Code creation	0%	Tue 9/29/20	Mon 10/5/20	5 days
291	2.6.2.2	Deployment in DEV	0%	Tue 10/6/20	Tue 10/6/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
292	2.6.2.3	Unit Testing	0%	Wed 10/7/20	Wed 10/14/20	5 days
293	**2.6.3**	**Integration Testing/Regression Testing by GCOM**	**0%**	**Thu 10/15/20**	**Wed 10/28/20**	**10 days**
294	2.6.3.1	Create / update Test case	0%	Thu 10/15/20	Fri 10/16/20	2 days
295	2.6.3.2	Review test case	0%	Mon 10/19/20	Tue 10/20/20	2 days
296	2.6.3.3	Create test data	0%	Mon 10/19/20	Tue 10/20/20	2 days
297	2.6.3.4	Conduct integration testing	0%	Wed 10/21/20	Tue 10/27/20	5 days
298	2.6.3.5	Updating JIRA	0%	Wed 10/28/20	Wed 10/28/20	1 day
299	**2.6.4**	**FAT & UAT by FDLE**	**0%**	**Thu 10/29/20**	**Fri 11/20/20**	**16 days**
300	2.6.4.1	Create / update Test case	0%	Thu 10/29/20	Wed 11/4/20	5 days
301	2.6.4.2	Review test case	0%	Thu 11/5/20	Thu 11/12/20	5 days
302	2.6.4.3	Create test data	0%	Thu 11/5/20	Thu 11/12/20	5 days
303	2.6.4.4	Conduct integration testing	0%	Fri 11/13/20	Thu 11/19/20	5 days
304	2.6.4.5	Updating JIRA	0%	Fri 11/20/20	Fri 11/20/20	1 day
305	**2.6.5**	**Deployment in Production**	**0%**	**Thu 11/5/20**	**Thu 12/3/20**	**19 days**
306	2.6.5.1	Implementation plan	0%	Thu 11/5/20	Thu 11/12/20	5 days
307	2.6.5.2	Review	0%	Fri 11/13/20	Thu 11/19/20	5 days
308	2.6.5.3	Approval	0%	Fri 11/20/20	Mon 11/30/20	5 days
309	2.6.5.4	Deployment in production	0%	Tue 12/1/20	Thu 12/3/20	3 days
310	**2.7**	**System Enhancement/Defect Resolution Round 2**	**0%**	**Fri 12/4/20**	**Mon 3/8/21**	**64 days**
311	**2.7.1**	**Requirement Gathering for enhancement**	**0%**	**Fri 12/4/20**	**Thu 12/31/20**	**19 days**
312	2.7.1.1	Requirement sessions with business	0%	Fri 12/4/20	Thu 12/10/20	5 days
313	2.7.1.2	Create / update Use case	0%	Fri 12/11/20	Thu 12/17/20	5 days
314	2.7.1.3	Review Use case	0%	Fri 12/18/20	Thu 12/24/20	5 days
315	2.7.1.4	Update Use case	0%	Mon 12/28/20	Tue 12/29/20	2 days
316	2.7.1.5	Approve Use case	0%	Wed 12/30/20	Thu 12/31/20	2 days
317	**2.7.2**	**Code Development**	**0%**	**Mon 1/4/21**	**Tue 1/19/21**	**11 days**
318	2.7.2.1	Code creation	0%	Mon 1/4/21	Fri 1/8/21	5 days
319	2.7.2.2	Deployment in DEV	0%	Mon 1/11/21	Mon 1/11/21	1 day
320	2.7.2.3	Unit Testing	0%	Tue 1/12/21	Tue 1/19/21	5 days
321	**2.7.3**	**Integration Testing/Regression Testing by GCOM**	**0%**	**Wed 1/20/21**	**Tue 2/2/21**	**10 days**

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
322	2.7.3.1	Create / update Test case	0%	Wed 1/20/21	Thu 1/21/21	2 days
323	2.7.3.2	Review test case	0%	Fri 1/22/21	Mon 1/25/21	2 days
324	2.7.3.3	Create test data	0%	Fri 1/22/21	Mon 1/25/21	2 days
325	2.7.3.4	Conduct integration testing	0%	Tue 1/26/21	Mon 2/1/21	5 days
326	2.7.3.5	Updating JIRA	0%	Tue 2/2/21	Tue 2/2/21	1 day
327	**2.7.4**	**FAT & UAT by FDLE**	**0%**	**Wed 2/3/21**	**Wed 2/24/21**	**16 days**
328	2.7.4.1	Create / update Test case	0%	Wed 2/3/21	Tue 2/9/21	5 days
329	2.7.4.2	Review test case	0%	Wed 2/10/21	Tue 2/16/21	5 days
330	2.7.4.3	Create test data	0%	Wed 2/10/21	Tue 2/16/21	5 days
331	2.7.4.4	Conduct integration testing	0%	Wed 2/17/21	Tue 2/23/21	5 days
332	2.7.4.5	Updating JIRA	0%	Wed 2/24/21	Wed 2/24/21	1 day
333	**2.7.5**	**Deployment in Production**	**0%**	**Wed 2/10/21**	**Mon 3/8/21**	**19 days**
334	2.7.5.1	Implementation plan	0%	Wed 2/10/21	Wed 2/17/21	5 days
335	2.7.5.2	Review	0%	Thu 2/18/21	Wed 2/24/21	5 days
336	2.7.5.3	Approval	0%	Thu 2/25/21	Wed 3/3/21	5 days
337	2.7.5.4	Deployment in production	0%	Thu 3/4/21	Mon 3/8/21	3 days
338	**3**	**Florida Incident-Based Reporting System (FIBRS) - Use of Force Module**	**96%**	**Thu 3/26/20**	**Fri 9/11/20**	**122 days**
339	**3.1**	**Understanding Requirements & Use Cases (UoF with Verification)**	**100%**	**Thu 3/26/20**	**Mon 7/20/20**	**83 days**
340	**3.1.1**	**Develop Use of Force Incoming and Outgoing Processing Use Case**	**100%**	**Thu 3/26/20**	**Tue 7/14/20**	**78 days**
341	3.1.1.1	Understand Requirements for Use of Force Incoming and Outgoing Processing Use Case	100%	Thu 3/26/20	Wed 4/8/20	10 days
342	3.1.1.2	Finalize UoF Incoming Use Case document	100%	Thu 4/9/20	Wed 4/22/20	10 days
343	3.1.1.3	Review UoF Incoming Use Case - Cycle 1	100%	Thu 4/23/20	Wed 5/6/20	10 days
344	3.1.1.4	Review UoF Incoming Use Case - Cycle 1 Continues	100%	Thu 5/7/20	Fri 5/8/20	2 days
345	3.1.1.5	Update UoF Incoming Use Case - Cycle 1	100%	Mon 5/11/20	Tue 5/12/20	2 days
346	3.1.1.6	Review UoF Incoming Use Case - Cycle 2	100%	Wed 5/13/20	Wed 5/27/20	10 days
347	3.1.1.7	Review UoF Incoming Use Case - Cycle 2 Continues	100%	Thu 5/28/20	Mon 6/1/20	3 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
348	3.1.1.8	Update UoF Incoming Use Case - Cycle 2	100%	Tue 6/2/20	Wed 6/3/20	2 days
349	3.1.1.9	Review UoF Incoming Use Case - Cycle 3	100%	Thu 6/4/20	Tue 6/9/20	4 days
350	3.1.1.10	Update UoF Incoming Use Case - Cycle 3	100%	Wed 6/10/20	Wed 6/10/20	1 day
351	3.1.1.11	Review UoF Incoming Use Case - Cycle 4	100%	Thu 6/11/20	Tue 6/16/20	4 days
352	3.1.1.12	Update UoF Incoming Use Case - Cycle 4	100%	Wed 6/17/20	Wed 6/17/20	1 day
353	3.1.1.13	Review UoF Incoming Use Case - Cycle 5	100%	Thu 6/18/20	Wed 6/24/20	5 days
354	3.1.1.14	Update UoF Incoming Use Case - Cycle 5	100%	Thu 6/25/20	Fri 6/26/20	2 days
355	3.1.1.15	Review UoF Incoming Use Case - Cycle 6	100%	Mon 6/29/20	Mon 7/6/20	5 days
356	3.1.1.16	Update UoF Incoming Use Case - Cycle 6	100%	Tue 7/7/20	Fri 7/10/20	4 days
357	3.1.1.17	Final FDLE Review of UoF Incoming Use Case	100%	Fri 7/10/20	Fri 7/10/20	0 days
358	3.1.1.18	Final updated of UoF Incoming Use Case (GCOM QA Review)	100%	Mon 7/13/20	Mon 7/13/20	1 day
359	3.1.1.19	Finalize UoF Outgoing Use Case document	100%	Thu 4/9/20	Wed 4/22/20	10 days
360	3.1.1.20	Review UoF Outgoing Use Case - Cycle 1	100%	Thu 4/23/20	Wed 5/6/20	10 days
361	3.1.1.21	Review UoF Outgoing Use Case - Cycle 1 Continues	100%	Thu 5/7/20	Fri 5/8/20	2 days
362	3.1.1.22	Update UoF Outgoing Use Case - Cycle 1	100%	Mon 5/11/20	Tue 5/19/20	7 days
363	3.1.1.23	Review UoF Outgoing Use Case - Cycle 2	100%	Wed 5/20/20	Wed 5/27/20	5 days
364	3.1.1.24	Update UoF Outgoing Use Case - Cycle 2	100%	Thu 5/28/20	Wed 6/3/20	5 days
365	3.1.1.25	Review UoF Outgoing Use Case - Cycle 3	100%	Thu 6/4/20	Wed 6/17/20	10 days
366	3.1.1.26	Update UoF Outgoing Use Case - Cycle 3	100%	Thu 6/18/20	Wed 7/1/20	10 days
367	3.1.1.27	Update UoF Outgoing Use Case - Cycle 3 Continues	100%	Thu 7/2/20	Fri 7/3/20	2 days
368	3.1.1.28	Review UoF Outgoing Use Case - Cycle 4	100%	Mon 7/6/20	Thu 7/9/20	4 days
369	3.1.1.29	Update UoF Outgoing Use Case - Cycle 4	100%	Fri 7/10/20	Fri 7/10/20	1 day
370	3.1.1.30	Final FDLE Review of UoF Outgoing Use Case	100%	Fri 7/10/20	Fri 7/10/20	0 days
371	3.1.1.31	Final updated of UoF Outgoing Use Case (GCOM QA Review)	100%	Mon 7/13/20	Mon 7/13/20	1 day
372	3.1.1.32	FDLE Approves Use of Force Incoming and Outgoing Processing Use Case	100%	Tue 7/14/20	Tue 7/14/20	0 days
373	**3.1.2**	**Develop Use of Force UI Use Case**	**100%**	**Tue 6/2/20**	**Mon 7/20/20**	**35 days**
374	3.1.2.1	Finalize UoF Incoming UI Use Case	100%	Tue 6/2/20	Fri 6/12/20	9 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
375	3.1.2.2	Finalize UoF Incoming UI Use Case Continues	100%	Mon 6/15/20	Fri 6/26/20	10 days
376	3.1.2.3	Finalize UoF Incoming UI Use Case Continues	100%	Mon 6/29/20	Thu 7/2/20	4 days
377	3.1.2.4	Review UoF UI Use Case - Cycle 1	100%	Mon 7/6/20	Thu 7/9/20	4 days
378	3.1.2.5	Update UoF UI Use Case - Cycle 1	100%	Fri 7/10/20	Mon 7/13/20	2 days
379	3.1.2.6	FDLE Approves Use of Force Incoming and Outgoing Processing Use Case	100%	Tue 7/14/20	Mon 7/20/20	5 days
380	**3.2**	**Development & Gcom Testing (UoF with Verification)**	**100%**	**Wed 6/10/20**	**Fri 8/21/20**	**53 days**
381	**3.2.1**	**Customize/configure Use of Force Incoming Processing per Use Case**	**100%**	**Wed 6/10/20**	**Fri 8/14/20**	**48 days**
382	3.2.1.1	Customization/Configuration - Use of Force Incoming Processing per Use Case	100%	Wed 6/10/20	Tue 6/23/20	10 days
383	3.2.1.2	Unit Tests by DEV team - Use of Force Incoming and Outgoing Processing	100%	Wed 6/24/20	Fri 6/26/20	3 days
384	3.2.1.3	Deploy in FDLE DEV Env - Use of Force Incoming and Outgoing Processing	100%	Mon 6/29/20	Mon 6/29/20	1 day
385	3.2.1.4	Create / Update Test Cases - Use of Force Incoming Processing	100%	Wed 6/24/20	Tue 7/7/20	10 days
386	3.2.1.5	Execute Test Cases - Use of Force Incoming and Outgoing Processing	100%	Wed 7/8/20	Tue 7/21/20	10 days
387	3.2.1.6	Fix Defects by DEV team - Use of Force Incoming and Outgoing Processing	100%	Wed 7/22/20	Tue 8/4/20	10 days
388	3.2.1.7	Retest by QA - Use of Force Incoming and Outgoing Processing	100%	Wed 8/5/20	Fri 8/14/20	8 days
389	3.2.1.8	Review Test Results - Use of Force Incoming Processing	100%	Fri 8/14/20	Fri 8/14/20	0 days
390	**3.2.2**	**Customize/configure Use of Force Outgoing Processing per Use Case**	**100%**	**Thu 7/2/20**	**Mon 8/10/20**	**28 days**
391	3.2.2.1	Customization/Configuration - Use of Force Outgoing Processing per Use Case	100%	Thu 7/2/20	Wed 7/15/20	10 days
392	3.2.2.2	Unit Tests by DEV team - Use of Force Incoming and Outgoing Processing	100%	Thu 7/16/20	Fri 7/24/20	7 days
393	3.2.2.3	Deploy in FDLE DEV Env - Use of Force Incoming and Outgoing Processing	100%	Mon 7/27/20	Mon 7/27/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
394	3.2.2.4	Create / Update Test Cases - Use of Force Outgoing Processing	100%	Thu 7/2/20	Wed 7/15/20	10 days
395	3.2.2.5	Execute Test Cases - Use of Force Incoming and Outgoing Processing	100%	Tue 7/28/20	Thu 7/30/20	3 days
396	3.2.2.6	Fix Defects by DEV team - Use of Force Incoming and Outgoing Processing	100%	Fri 7/31/20	Mon 8/3/20	2 days
397	3.2.2.7	Retest by QA - Use of Force Incoming and Outgoing Processing	100%	Tue 8/4/20	Mon 8/10/20	5 days
398	3.2.2.8	Review Test Results - Use of Force Outgoing Processing	100%	Mon 8/10/20	Mon 8/10/20	0 days
399	**3.2.3**	**Customize/configure Use of Force UI per Use Case**	**100%**	**Fri 7/3/20**	**Fri 7/31/20**	**20.8 days**
400	3.2.3.1	Customization/Configuration - Use of Force UI per Use Case	100%	Fri 7/3/20	Thu 7/16/20	10 days
401	3.2.3.2	Unit Tests by DEV team - Use of Force UI	100%	Fri 7/17/20	Tue 7/21/20	3 days
402	3.2.3.3	Deploy in FDLE DEV Env - Use of Force UI	100%	Wed 7/22/20	Mon 7/27/20	4 days
403	3.2.3.4	Create / Update Test Cases - Use of Force UI	100%	Fri 7/3/20	Thu 7/16/20	10 days
404	3.2.3.5	Execute Test Cases - Use of Force UI	100%	Thu 7/23/20	Tue 7/28/20	2 days
405	3.2.3.6	Fix Defects by DEV team - Use of Force UI	100%	Tue 7/28/20	Wed 7/29/20	1 day
406	3.2.3.7	Retest by QA - Use of Force UI	100%	Wed 7/29/20	Fri 7/31/20	2 days
407	3.2.3.8	Review Test Results - Use of Force UI	100%	Fri 7/31/20	Fri 7/31/20	0 days
408	**3.2.4**	**Customize/configure UoF Verification Process per Use Case**	**100%**	**Wed 7/1/20**	**Fri 8/7/20**	**27.5 days**
409	3.2.4.1	Customization/Configuration UoF Verification Process per Use Case - Cycle 1	100%	Wed 7/1/20	Tue 7/14/20	10 days
410	3.2.4.2	Unit Tests by DEV team - UoF Verification Process	100%	Wed 7/15/20	Thu 7/16/20	2 days
411	3.2.4.3	Deploy in FDLE DEV Env - UoF Verification Process	100%	Fri 7/17/20	Fri 7/17/20	1 day
412	3.2.4.4	Create / Update Test Cases - UoF Verification Process	100%	Wed 7/1/20	Tue 7/14/20	10 days
413	3.2.4.5	Execute Test Cases - UoF Verification Process	100%	Mon 7/20/20	Mon 7/27/20	6 days
414	3.2.4.6	Fix Defects by DEV team - UoF Verification Process	100%	Thu 7/23/20	Wed 7/29/20	3 days
415	3.2.4.7	Retest by QA - UoF Verification Process	100%	Wed 7/29/20	Fri 8/7/20	7 days
416	3.2.4.8	Review Test Results - UoF Verification Process	100%	Fri 8/7/20	Fri 8/7/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
417	**3.2.5**	**Integration Testing by GCOM QA team**	**100%**	**Fri 7/17/20**	**Fri 8/21/20**	**26 days**
418	3.2.5.1	Select Test Cases for existing Use Cases (includes data validation, roles/security testing)	100%	Fri 7/17/20	Mon 7/27/20	7 days
419	3.2.5.2	Conduct Integration Testing between FIBRS, Portal and FBI	100%	Mon 8/17/20	Wed 8/19/20	3 days
420	3.2.5.3	Fix Defects for Integration Test	100%	Thu 8/20/20	Thu 8/20/20	1 day
421	3.2.5.4	Retest Integration Test Defects	100%	Fri 8/21/20	Fri 8/21/20	1 day
422	3.2.5.5	Review Integration Test Results	100%	Fri 8/21/20	Fri 8/21/20	0 days
423	**3.3**	**Installed, Customized and Configure Product**	**75%**	**Fri 7/17/20**	**Fri 9/11/20**	**41 days**
424	**3.3.1**	**Implementation Plan (UoF with Verification)**	**100%**	**Wed 8/12/20**	**Mon 8/31/20**	**14 days**
425	3.3.1.1	Develop Implementation Plan - FIBRS UoF with Verification	100%	Wed 8/12/20	Thu 8/20/20	7 days
426	3.3.1.2	Review Implementation Plan - FIBRS UoF with Verification	100%	Fri 8/21/20	Mon 8/24/20	2 days
427	3.3.1.3	Update Implementation Plan - FIBRS UoF with Verification	100%	Tue 8/25/20	Tue 8/25/20	1 day
428	3.3.1.4	Review Implementation Plan - FIBRS UoF with Verification - Cycle 2	100%	Wed 8/26/20	Wed 8/26/20	1 day
429	3.3.1.5	Update Implementation Plan - FIBRS UoF with Verification - Cycle 2	100%	Thu 8/27/20	Thu 8/27/20	1 day
430	3.3.1.6	Review Implementation Plan - FIBRS UoF with Verification - Cycle 3	100%	Fri 8/28/20	Fri 8/28/20	1 day
431	3.3.1.7	Update Implementation Plan - FIBRS UoF with Verification - Cycle 3	100%	Mon 8/31/20	Mon 8/31/20	1 day
432	3.3.1.8	Review-Prelim Approval Implementation Plan - FIBRS UoF with Verification	100%	Mon 8/31/20	Mon 8/31/20	0 days
433	**3.3.2**	**FAT/UAT Testing (UoF with Verification)**	**91%**	**Fri 7/17/20**	**Mon 8/31/20**	**31.8 days**
434	3.3.2.1	Deploy Code in Test Environment (UoF with Verification)	100%	Fri 7/31/20	Mon 8/3/20	1 day
435	3.3.2.2	Update FIBRS Test Cases for FAT/UAT (UoF with Verification)	100%	Fri 7/17/20	Thu 7/30/20	10 days
436	3.3.2.3	Conduct FIBRS FAT (UoF UI)	100%	Mon 8/3/20	Wed 8/5/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
437	3.3.2.4	Conduct FIBRS FAT (verification)	100%	Fri 8/7/20	Tue 8/11/20	2 days
438	3.3.2.5	Conduct FIBRS FAT (UoF Outgoing)	100%	Tue 8/11/20	Wed 8/12/20	2 days
439	3.3.2.6	Conduct FIBRS FAT (UoF Incoming)	100%	Mon 8/17/20	Mon 8/17/20	1 day
440	3.3.2.7	Defect Fixes for FIBRS FAT (UoF with verification)	100%	Wed 8/5/20	Mon 8/17/20	8 days
441	3.3.2.8	Retest FIBRS FAT defects (UoF with Verification)	100%	Mon 8/17/20	Tue 8/18/20	1 day
442	3.3.2.9	FDLE Approves FAT Test Results (UoF with Verification)	0%	Tue 8/18/20	Tue 8/18/20	0 days
443	3.3.2.10	Conduct FIBRS UAT (UoF UI)	100%	Tue 8/18/20	Wed 8/19/20	1 day
444	3.3.2.11	Conduct FIBRS UAT (Verification)	100%	Wed 8/19/20	Thu 8/20/20	1 day
445	3.3.2.12	Conduct FIBRS UAT (UoF Outgoing)	0%	Thu 8/20/20	Mon 8/24/20	2 days
446	3.3.2.13	Conduct FIBRS UAT (UoF Incoming)	100%	Wed 8/19/20	Thu 8/20/20	1 day
447	3.3.2.14	Defect Fixes for FIBRS UAT (UoF with Verification)	100%	Wed 8/19/20	Thu 8/27/20	6 days
448	3.3.2.15	Retest FIBRS UAT defects (UoF with Verification)	20%	Thu 8/27/20	Fri 8/28/20	1 day
449	3.3.2.16	FDLE Approves UAT Test Results (UoF with Verification)	0%	Fri 8/28/20	Fri 8/28/20	0 days
450	3.3.2.17	FDLE Reviews and Approves all Test Results -(UoF with Verification)	0%	Fri 8/28/20	Mon 8/31/20	1 day
451	**3.3.3**	**Implemented Solution - Go-live Activities (UoF with Verification)**	**0%**	**Mon 8/31/20**	**Tue 9/1/20**	**1.2 days**
452	3.3.3.1	Tech Transfer to FDLE CCCB for Approval	100%	Mon 8/31/20	Mon 8/31/20	0 days
453	3.3.3.2	Send Notification to Stakeholders / Users of Go-Live	0%	Mon 8/31/20	Mon 8/31/20	0 days
454	3.3.3.3	Implement Solution and Configuration - FIBRS	0%	Tue 9/1/20	Tue 9/1/20	1 day
455	3.3.3.4	FIBRS Sanity Testing on Prod	0%	Tue 9/1/20	Tue 9/1/20	0 days
456	3.3.3.5	Update Implementation - FIBRS	0%	Tue 9/1/20	Tue 9/1/20	0 days
457	3.3.3.6	FDLE Approves Implementation - FIBRS	0%	Tue 9/1/20	Tue 9/1/20	0 days
458	3.3.3.7	FIBRS UoF with verification - Go Live	0%	Tue 9/1/20	Tue 9/1/20	0 days
459	**3.3.4**	**Training**	**40%**	**Wed 8/5/20**	**Fri 9/11/20**	**27.2 days**
460	3.3.4.1	Training Material	100%	Wed 8/5/20	Wed 8/19/20	10 days
461	3.3.4.2	Training	0%	Wed 9/2/20	Fri 9/11/20	8 days
462	**4**	**Florida Incident-Based Reporting System (FIBRS)**	**60%**	**Tue 2/11/20**	**Thu 9/30/21**	**420 days**

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
463	**4.1**	**Project Management**	**100%**	**Mon 2/24/20**	**Fri 6/19/20**	**85 days**
464	**4.1.1**	**Develop & Baseline Project Schedule**	**100%**	**Fri 3/20/20**	**Wed 6/17/20**	**64 days**
465	4.1.1.1	Develop Microsoft Project Schedule - Portal & FIBRS	100%	Fri 3/20/20	Thu 4/2/20	10 days
466	4.1.1.2	Review Project Schedule - Portal & FIBRS - Cycle 1	100%	Fri 4/3/20	Fri 4/10/20	6 days
467	4.1.1.3	Update Project Schedule - Portal & FIBRS - Cycle 1	100%	Mon 4/13/20	Tue 4/14/20	2 days
468	4.1.1.4	Review Project Schedule - Portal & FIBRS - Cycle 2	100%	Wed 4/15/20	Wed 4/22/20	6 days
469	4.1.1.5	Update Project Schedule - Portal & FIBRS - Cycle 2	100%	Thu 4/23/20	Wed 5/6/20	10 days
470	4.1.1.6	Update Schedule due to Change Request	100%	Thu 5/7/20	Thu 5/21/20	10 days
471	4.1.1.7	Final Review Project Schedule - Portal & FIBRS	100%	Fri 5/22/20	Fri 6/5/20	10 days
472	4.1.1.8	FDLE Approves Project Schedule - Portal & FIBRS	100%	Wed 6/17/20	Wed 6/17/20	0 days
473	4.1.1.9	Baseline the Project Schedule - Portal & FIBRS	100%	Wed 6/17/20	Wed 6/17/20	0 days
474	**4.1.2**	**Develop & Approve Project Management Plan**	**100%**	**Mon 2/24/20**	**Fri 6/19/20**	**85 days**
475	4.1.2.1	Develop Project Management Plan - Portal & FIBRS	100%	Mon 2/24/20	Fri 3/6/20	10 days
476	4.1.2.2	Review Project Management Plan - Portal & FIBRS - Cycle 1	100%	Mon 3/9/20	Wed 3/18/20	8 days
477	4.1.2.3	Update Project Management Plan - Portal & FIBRS - Cycle 2	100%	Thu 3/19/20	Thu 3/19/20	1 day
478	4.1.2.4	Review Project Management Plan - Portal & FIBRS - Cycle 2	100%	Fri 3/20/20	Thu 4/2/20	10 days
479	4.1.2.5	Update Project Management Plan - Portal & FIBRS - Cycle 2	100%	Fri 4/3/20	Fri 4/3/20	1 day
480	4.1.2.6	Final Review Project Management Plan - Portal & FIBRS	100%	Mon 6/15/20	Fri 6/19/20	5 days
481	4.1.2.7	FDLE Approves Project Management Plan - Portal & FIBRS	100%	Fri 6/19/20	Fri 6/19/20	0 days
482	**4.1.3**	**Develop & Approve Defect Management and Resolution Plan**	**100%**	**Mon 2/24/20**	**Thu 4/16/20**	**39 days**
483	4.1.3.1	Develop Defect Management and Resolution Plan - Portal & FIBRS	100%	Mon 2/24/20	Fri 3/6/20	10 days
484	4.1.3.2	Review Defect Management and Resolution Plan - Portal & FIBRS - Cycle 1	100%	Mon 3/9/20	Wed 3/18/20	8 days
485	4.1.3.3	Update Defect Management Plan - Portal & FIBRS - Cycle 1	100%	Thu 3/19/20	Thu 3/19/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
486	4.1.3.4	Review Defect Management and Resolution Plan - Portal & FIBRS - Cycle 2	100%	Fri 3/20/20	Thu 4/2/20	10 days
487	4.1.3.5	Update Defect Management Plan - Portal & FIBRS - Cycle 2	100%	Fri 4/3/20	Fri 4/3/20	1 day
488	4.1.3.6	Final Review Defect Management Plan - Portal & FIBRS	100%	Mon 4/6/20	Thu 4/16/20	9 days
489	4.1.3.7	FDLE Approves Defect Management and Resolution Plan - Portal & FIBRS	100%	Thu 4/16/20	Thu 4/16/20	0 days
490	**4.2**	**Project Continuous Monitoring and Control - 2020 Tasks**	**0%**	**Thu 3/5/20**	**Fri 12/25/20**	**209 days**
491	**4.2.1**	**Review / Update Schedule (Weekly)**	**0%**	**Fri 6/12/20**	**Fri 12/25/20**	**137 days**
492	4.2.1.1	Review/Update Weekly Schedule 1	100%	Fri 6/12/20	Fri 6/12/20	0 days
493	4.2.1.2	Review/Update Weekly Schedule 2	100%	Fri 6/19/20	Fri 6/19/20	0 days
494	4.2.1.3	Review/Update Weekly Schedule 3	100%	Fri 6/26/20	Fri 6/26/20	0 days
495	4.2.1.4	Review/Update Weekly Schedule 4	100%	Fri 7/3/20	Fri 7/3/20	0 days
496	4.2.1.5	Review/Update Weekly Schedule 5	100%	Fri 7/10/20	Fri 7/10/20	0 days
497	4.2.1.6	Review/Update Weekly Schedule 6	100%	Fri 7/17/20	Fri 7/17/20	0 days
498	4.2.1.7	Review/Update Weekly Schedule 7	100%	Fri 7/24/20	Fri 7/24/20	0 days
499	4.2.1.8	Review/Update Weekly Schedule 8	100%	Fri 7/31/20	Fri 7/31/20	0 days
500	4.2.1.9	Review/Update Weekly Schedule 9	100%	Fri 8/7/20	Fri 8/7/20	0 days
501	4.2.1.10	Review/Update Weekly Schedule 10	100%	Fri 8/14/20	Fri 8/14/20	0 days
502	4.2.1.11	Review/Update Weekly Schedule 11	100%	Fri 8/21/20	Fri 8/21/20	0 days
503	4.2.1.12	Review/Update Weekly Schedule 12	100%	Fri 8/28/20	Fri 8/28/20	0 days
504	4.2.1.13	Review/Update Weekly Schedule 13	0%	Fri 9/4/20	Fri 9/4/20	0 days
505	4.2.1.14	Review/Update Weekly Schedule 14	0%	Fri 9/11/20	Fri 9/11/20	0 days
506	4.2.1.15	Review/Update Weekly Schedule 15	0%	Fri 9/18/20	Fri 9/18/20	0 days
507	4.2.1.16	Review/Update Weekly Schedule 16	0%	Fri 9/25/20	Fri 9/25/20	0 days
508	4.2.1.17	Review/Update Weekly Schedule 17	0%	Fri 10/2/20	Fri 10/2/20	0 days
509	4.2.1.18	Review/Update Weekly Schedule 18	0%	Fri 10/9/20	Fri 10/9/20	0 days
510	4.2.1.19	Review/Update Weekly Schedule 19	0%	Fri 10/16/20	Fri 10/16/20	0 days
511	4.2.1.20	Review/Update Weekly Schedule 20	0%	Fri 10/23/20	Fri 10/23/20	0 days
512	4.2.1.21	Review/Update Weekly Schedule 21	0%	Fri 10/30/20	Fri 10/30/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
513	4.2.1.22	Review/Update Weekly Schedule 22	0%	Fri 11/6/20	Fri 11/6/20	0 days
514	4.2.1.23	Review/Update Weekly Schedule 23	0%	Fri 11/13/20	Fri 11/13/20	0 days
515	4.2.1.24	Review/Update Weekly Schedule 24	0%	Fri 11/20/20	Fri 11/20/20	0 days
516	4.2.1.25	Review/Update Weekly Schedule 25	0%	Fri 11/27/20	Fri 11/27/20	0 days
517	4.2.1.26	Review/Update Weekly Schedule 26	0%	Fri 12/4/20	Fri 12/4/20	0 days
518	4.2.1.27	Review/Update Weekly Schedule 27	0%	Fri 12/11/20	Fri 12/11/20	0 days
519	4.2.1.28	Review/Update Weekly Schedule 28	0%	Fri 12/18/20	Fri 12/18/20	0 days
520	4.2.1.29	Review/Update Weekly Schedule 29	0%	Fri 12/25/20	Fri 12/25/20	0 days
521	**4.2.2**	**Present Monthly Project Status Report**	**0%**	**Thu 3/5/20**	**Fri 12/4/20**	**194 days**
522	4.2.2.1	Present Monthly Project Status Report 1	100%	Thu 3/5/20	Thu 3/5/20	0 days
523	4.2.2.2	Present Monthly Project Status Report 2	100%	Fri 4/3/20	Fri 4/3/20	0 days
524	4.2.2.3	Present Monthly Project Status Report 3	100%	Tue 5/5/20	Tue 5/5/20	0 days
525	4.2.2.4	Present Monthly Project Status Report 4	100%	Fri 6/5/20	Fri 6/5/20	0 days
526	4.2.2.5	Present Monthly Project Status Report 5	100%	Fri 7/3/20	Fri 7/3/20	0 days
527	4.2.2.6	Present Monthly Project Status Report 6	100%	Wed 8/5/20	Wed 8/5/20	0 days
528	4.2.2.7	Present Monthly Project Status Report 7	0%	Fri 9/4/20	Fri 9/4/20	0 days
529	4.2.2.8	Present Monthly Project Status Report 8	0%	Mon 10/5/20	Mon 10/5/20	0 days
530	4.2.2.9	Present Monthly Project Status Report 9	0%	Thu 11/5/20	Thu 11/5/20	0 days
531	4.2.2.10	Present Monthly Project Status Report 10	0%	Fri 12/4/20	Fri 12/4/20	0 days
532	**4.2.3**	**Review FDLE Capacity Plan Quarterly**	**0%**	**Fri 8/7/20**	**Tue 10/27/20**	**56 days**
533	4.2.3.1	Review FDLE Capacity Plan Quarterly 1	0%	Fri 8/7/20	Fri 8/7/20	0 days
534	4.2.3.2	Review FDLE Capacity Plan Quarterly 2	0%	Tue 10/27/20	Tue 10/27/20	0 days
535	**4.2.4**	**Review Completed Customizations**	**0%**	**Fri 4/3/20**	**Fri 12/4/20**	**173 days**
536	4.2.4.1	Review Completed Customizations 1	100%	Fri 4/3/20	Fri 4/3/20	0 days
537	4.2.4.2	Review Completed Customizations 2	100%	Tue 5/5/20	Tue 5/5/20	0 days
538	4.2.4.3	Review Completed Customizations 3	100%	Fri 6/5/20	Fri 6/5/20	0 days
539	4.2.4.4	Review Completed Customizations 4	100%	Fri 7/3/20	Fri 7/3/20	0 days
540	4.2.4.5	Review Completed Customizations 5	100%	Wed 8/5/20	Wed 8/5/20	0 days
541	4.2.4.6	Review Completed Customizations 6	0%	Fri 9/4/20	Fri 9/4/20	0 days
542	4.2.4.7	Review Completed Customizations 7	0%	Mon 10/5/20	Mon 10/5/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
543	4.2.4.8	Review Completed Customizations 8	0%	Thu 11/5/20	Thu 11/5/20	0 days
544	4.2.4.9	Review Completed Customizations 9	0%	Fri 12/4/20	Fri 12/4/20	0 days
545	**4.2.5**	**Review/Update Solution Architecture Design**	**0%**	**Fri 7/3/20**	**Fri 12/4/20**	**108 days**
546	4.2.5.1	Review/Update Solution Architecture Design 1	100%	Fri 7/3/20	Fri 7/3/20	0 days
547	4.2.5.2	Review/Update Solution Architecture Design 2	100%	Wed 8/5/20	Wed 8/5/20	0 days
548	4.2.5.3	Review/Update Solution Architecture Design 3	0%	Fri 9/4/20	Fri 9/4/20	0 days
549	4.2.5.4	Review/Update Solution Architecture Design 4	0%	Mon 10/5/20	Mon 10/5/20	0 days
550	4.2.5.5	Review/Update Solution Architecture Design 5	0%	Thu 11/5/20	Thu 11/5/20	0 days
551	4.2.5.6	Review/Update Solution Architecture Design 6	0%	Fri 12/4/20	Fri 12/4/20	0 days
552	**4.2.6**	**Review/Update Requirement Validation**	**0%**	**Fri 4/3/20**	**Sat 12/5/20**	**174 days**
553	4.2.6.1	Review/Update Requirement Validation 1	100%	Fri 4/3/20	Fri 4/3/20	0 days
554	4.2.6.2	Review/Update Requirement Validation 2	100%	Tue 5/5/20	Tue 5/5/20	0 days
555	4.2.6.3	Review/Update Requirement Validation 3	100%	Fri 6/5/20	Fri 6/5/20	0 days
556	4.2.6.4	Review/Update Requirement Validation 4	100%	Fri 7/3/20	Fri 7/3/20	0 days
557	4.2.6.5	Review/Update Requirement Validation 5	100%	Wed 8/5/20	Wed 8/5/20	0 days
558	4.2.6.6	Review/Update Requirement Validation 6	0%	Fri 9/4/20	Fri 9/4/20	0 days
559	4.2.6.7	Review/Update Requirement Validation 7	0%	Mon 10/5/20	Mon 10/5/20	0 days
560	4.2.6.8	Review/Update Requirement Validation 8	0%	Thu 11/5/20	Thu 11/5/20	0 days
561	4.2.6.9	Review/Update Requirement Validation 9	0%	Sat 12/5/20	Sat 12/5/20	0 days
562	**4.2.7**	**Review/Update Requirement Traceability Matrix**	**0%**	**Thu 6/11/20**	**Fri 12/4/20**	**124 days**
563	4.2.7.1	Review/Update Requirement Traceability Matrix 1	100%	Thu 6/11/20	Thu 6/11/20	0 days
564	4.2.7.2	Review/Update Requirement Traceability Matrix 2	100%	Fri 7/3/20	Fri 7/3/20	0 days
565	4.2.7.3	Review/Update Requirement Traceability Matrix 3	100%	Wed 8/5/20	Wed 8/5/20	0 days
566	4.2.7.4	Review/Update Requirement Traceability Matrix 4	0%	Fri 9/4/20	Fri 9/4/20	0 days
567	4.2.7.5	Review/Update Requirement Traceability Matrix 5	0%	Mon 10/5/20	Mon 10/5/20	0 days
568	4.2.7.6	Review/Update Requirement Traceability Matrix 6	0%	Thu 11/5/20	Thu 11/5/20	0 days
569	4.2.7.7	Review/Update Requirement Traceability Matrix 7	0%	Fri 12/4/20	Fri 12/4/20	0 days
570	**4.3**	**Understanding FIBRS requirements & Use Cases**	**89%**	**Mon 3/9/20**	**Wed 10/7/20**	**153 days**
571	**4.3.1**	**FIBRS Specific Use cases**	**89%**	**Mon 3/9/20**	**Wed 10/7/20**	**153 days**

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
572	**4.3.1.1**	**Develop LE Employee Count Incoming and Outgoing Processing Use Case**	**95%**	**Mon 3/9/20**	**Wed 9/9/20**	**133 days**
573	4.3.1.1.1	Understand Requirements for LE Employee Count Incoming and Outgoing Processing Use Case	100%	Mon 3/9/20	Wed 3/11/20	3 days
574	4.3.1.1.2	Finalize LE Employee Count Incoming and Outgoing Processing Use Case document	100%	Thu 3/12/20	Mon 3/23/20	8 days
575	4.3.1.1.3	Review LE Employee Count Incoming and Outgoing Processing use case - Cycle 1	100%	Tue 3/24/20	Fri 3/27/20	4 days
576	4.3.1.1.4	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 1	100%	Mon 3/30/20	Wed 4/1/20	3 days
577	4.3.1.1.5	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 2	100%	Thu 4/2/20	Fri 4/3/20	2 days
578	4.3.1.1.6	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 2	100%	Mon 4/6/20	Tue 4/7/20	2 days
579	4.3.1.1.7	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 3	100%	Wed 4/8/20	Mon 4/13/20	4 days
580	4.3.1.1.8	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 3	100%	Tue 4/14/20	Thu 4/16/20	3 days
581	4.3.1.1.9	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 4	100%	Fri 4/17/20	Thu 4/30/20	10 days
582	4.3.1.1.1	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 4 Continues	100%	Fri 5/1/20	Thu 5/14/20	10 days
583	4.3.1.1.1	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 4 Continues	100%	Fri 5/15/20	Fri 5/15/20	1 day
584	4.3.1.1.1	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 4	100%	Mon 5/18/20	Fri 5/22/20	5 days
585	4.3.1.1.1	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 5	100%	Tue 5/26/20	Wed 5/27/20	2 days
586	4.3.1.1.1	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 5	100%	Thu 5/28/20	Tue 6/2/20	4 days
587	4.3.1.1.1	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 6	100%	Wed 6/3/20	Tue 6/16/20	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
588	4.3.1.1.1	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 6 Continues	100%	Wed 6/17/20	Mon 6/29/20	9 days
589	4.3.1.1.1	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 6	100%	Tue 6/30/20	Thu 7/2/20	3 days
590	4.3.1.1.1	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 7	100%	Mon 7/6/20	Fri 7/17/20	10 days
591	4.3.1.1.1	Review LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 7 Continues	100%	Mon 7/20/20	Fri 7/31/20	10 days
592	4.3.1.1.2	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 7	100%	Mon 8/3/20	Fri 8/14/20	10 days
593	4.3.1.1.2	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 7 Continues	100%	Mon 8/17/20	Fri 8/28/20	10 days
594	4.3.1.1.2	Update LE Employee Count Incoming and Outgoing Processing Use Case - Cycle 7 Continues	0%	Mon 8/31/20	Tue 9/1/20	2 days
595	4.3.1.1.2	Final FDLE Review of LE Employee Count Incoming and Outgoing Processing Use Case	0%	Wed 9/2/20	Wed 9/9/20	5 days
596	4.3.1.1.2	FDLE Approves LE Employee Count Incoming and Outgoing Processing Use Case	0%	Wed 9/9/20	Wed 9/9/20	0 days
597	**4.3.1.2**	**Develop FIBRS Incoming and Outgoing processing Use Case**	**94%**	**Thu 3/12/20**	**Thu 9/10/20**	**131 days**
598	4.3.1.2.1	Understand Requirements for FIBRS Incoming and Outgoing Processing Use Case	100%	Thu 3/12/20	Wed 3/25/20	10 days
599	4.3.1.2.2	Finalize FIBRS Incoming and Outgoing Processing Use Case document	100%	Thu 3/26/20	Wed 4/8/20	10 days
600	4.3.1.2.3	Preliminary Review FIBRS Incoming and Outgoing Processing Use Case	100%	Thu 4/9/20	Tue 4/14/20	4 days
601	4.3.1.2.4	Finalize FIBRS Incoming Use Case document	100%	Wed 4/15/20	Tue 4/21/20	5 days
602	4.3.1.2.5	Review FIBRS Incoming Use Case - Cycle 1	100%	Wed 4/22/20	Thu 4/30/20	7 days
603	4.3.1.2.6	Update FIBRS Incoming Use Case - Cycle 1	100%	Fri 5/1/20	Mon 5/4/20	2 days
604	4.3.1.2.7	Review FIBRS Incoming Use Case - Cycle 2	100%	Tue 5/5/20	Mon 5/18/20	10 days
605	4.3.1.2.8	Update FIBRS Incoming Use Case - Cycle 2	100%	Tue 5/19/20	Mon 5/25/20	5 days
606	4.3.1.2.9	Review FIBRS Incoming Use Case - Cycle 3	100%	Tue 5/26/20	Mon 6/8/20	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
607	4.3.1.2.1	Review FIBRS Incoming Use Case - Cycle 3 Continues	100%	Tue 6/9/20	Mon 6/22/20	10 days
608	4.3.1.2.1	Review FIBRS Incoming Use Case - Cycle 3 Continues	100%	Tue 6/23/20	Tue 7/7/20	10 days
609	4.3.1.2.1	Review FIBRS Incoming Use Case - Cycle 3 Continues	100%	Wed 7/8/20	Mon 7/20/20	9 days
610	4.3.1.2.1	Update FIBRS Incoming Use Case - Cycle 3	100%	Tue 7/21/20	Tue 7/28/20	6 days
611	4.3.1.2.1	Review FIBRS Incoming Use Case - Cycle 4	100%	Wed 7/29/20	Fri 7/31/20	3 days
612	4.3.1.2.1	Update FIBRS Incoming Use Case - Cycle 4	100%	Mon 8/3/20	Wed 8/12/20	8 days
613	4.3.1.2.1	Review FIBRS Incoming Use Case - Cycle 5	100%	Thu 8/13/20	Fri 8/21/20	7 days
614	4.3.1.2.1	Update FIBRS Incoming Use Case - Cycle 5	75%	Mon 8/24/20	Wed 9/2/20	8 days
615	4.3.1.2.1	Final FDLE Review of FIBRS Incoming Use Case	0%	Thu 9/3/20	Thu 9/10/20	5 days
616	4.3.1.2.1	Finalize FIBRS Outgoing Use Case document	100%	Wed 4/15/20	Tue 4/21/20	5 days
617	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 1	100%	Wed 4/22/20	Tue 5/5/20	10 days
618	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 1 Continues	100%	Wed 5/6/20	Fri 5/8/20	3 days
619	4.3.1.2.2	Update FIBRS Outgoing Use Case - Cycle 1	100%	Mon 5/11/20	Thu 5/21/20	9 days
620	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 2	100%	Fri 5/22/20	Thu 5/28/20	4 days
621	4.3.1.2.2	Update FIBRS Outgoing Use Case - Cycle 2	100%	Fri 5/29/20	Thu 6/4/20	5 days
622	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 3	100%	Fri 6/5/20	Thu 6/18/20	10 days
623	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 3 Continues	100%	Fri 6/19/20	Thu 7/2/20	10 days
624	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 3 Continues	100%	Mon 7/6/20	Fri 7/17/20	10 days
625	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 3 Continues	100%	Mon 7/20/20	Fri 7/31/20	10 days
626	4.3.1.2.2	Review FIBRS Outgoing Use Case - Cycle 3 Continues	100%	Mon 8/3/20	Tue 8/4/20	2 days
627	4.3.1.2.3	Update FIBRS Outgoing Use Case - Cycle 3	100%	Wed 8/5/20	Tue 8/18/20	10 days
628	4.3.1.2.3	Update FIBRS Outgoing Use Case - Cycle 3 Continues	100%	Wed 8/19/20	Thu 8/20/20	2 days
629	4.3.1.2.3	Review FIBRS Outgoing Use Case - Cycle 4	100%	Fri 8/21/20	Tue 8/25/20	3 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
630	4.3.1.2.3	Update FIBRS Outgoing Use Case - Cycle 4	100%	Wed 8/26/20	Fri 8/28/20	3 days
631	4.3.1.2.3	Final FDLE Review of FIBRS Outgoing Use Case	0%	Mon 8/31/20	Wed 9/9/20	7 days
632	4.3.1.2.3	FDLE Approves FIBRS Incoming and Outgoing processing Use Cases	0%	Thu 9/10/20	Thu 9/10/20	0 days
633	**4.3.1.3**	**Develop Incident Submission History Use Case**	**96%**	**Thu 4/9/20**	**Thu 9/3/20**	**106 days**
634	4.3.1.3.1	Understand Requirements for Incident Submission History User Manual	100%	Thu 4/9/20	Fri 4/10/20	2 days
635	4.3.1.3.2	Finalize Incident Submission History Use Case document	100%	Mon 4/13/20	Mon 4/20/20	6 days
636	4.3.1.3.3	Review Incident Submission History Use Case - Cycle 1	100%	Tue 4/21/20	Mon 5/4/20	10 days
637	4.3.1.3.4	Review Incident Submission History Use Case - Cycle 1 Continues	100%	Tue 5/5/20	Tue 5/12/20	6 days
638	4.3.1.3.5	Update Incident Submission History Use Case - Cycle 1	100%	Wed 5/13/20	Mon 5/18/20	4 days
639	4.3.1.3.6	Review Incident Submission History Use Case - Cycle 2	100%	Tue 5/19/20	Tue 6/2/20	10 days
640	4.3.1.3.7	Review Incident Submission History Use Case - Cycle 2 Continues	100%	Wed 6/3/20	Thu 6/4/20	2 days
641	4.3.1.3.8	Update Incident Submission History Use Case - Cycle 2	100%	Wed 6/3/20	Mon 6/8/20	4 days
642	4.3.1.3.9	Review Incident Submission History Use Case - Cycle 3	100%	Tue 6/9/20	Mon 6/22/20	10 days
643	4.3.1.3.1	Review Incident Submission History Use Case - Cycle 3 Continues	100%	Tue 6/23/20	Wed 7/1/20	7 days
644	4.3.1.3.1	Update Incident Submission History Use Case - Cycle 3	100%	Thu 7/2/20	Tue 7/7/20	4 days
645	4.3.1.3.1	Review Incident Submission History Use Case - Cycle 4	100%	Wed 7/8/20	Thu 7/16/20	7 days
646	4.3.1.3.1	Update Incident Submission History Use Case - Cycle 4	100%	Fri 7/17/20	Fri 7/24/20	6 days
647	4.3.1.3.1	Review Incident Submission History Use Case - Cycle 5	100%	Mon 7/27/20	Wed 7/29/20	3 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
648	4.3.1.3.1	Update Incident Submission History Use Case - Cycle 5	100%	Thu 7/30/20	Thu 8/6/20	6 days
649	4.3.1.3.1	Review Incident Submission History Use Case - Cycle 6	100%	Fri 8/7/20	Fri 8/14/20	6 days
650	4.3.1.3.1	Update Incident Submission History Use Case - Cycle 6	100%	Mon 8/17/20	Fri 8/28/20	10 days
651	4.3.1.3.1	Update Incident Submission History Use Case - Cycle 6 Continues	0%	Mon 8/31/20	Tue 9/1/20	2 days
652	4.3.1.3.1	Final FDLE Review of Incident Submission History Use Case	0%	Wed 9/2/20	Thu 9/3/20	2 days
653	4.3.1.3.2	FDLE Approves Incident Submission History Use Case	0%	Thu 9/3/20	Thu 9/3/20	0 days
654	**4.3.1.4**	**Develop Verification Process Use Case**	**100%**	**Mon 4/13/20**	**Mon 7/13/20**	**66 days**
655	4.3.1.4.1	Understand Requirements for Verification Process Use Case	100%	Mon 4/13/20	Fri 4/24/20	10 days
656	4.3.1.4.2	Understand Requirements Verification Process Use Case Continues	100%	Mon 4/27/20	Fri 5/1/20	5 days
657	4.3.1.4.3	Finalize Verification Process Use Case document	100%	Mon 5/4/20	Tue 5/5/20	2 days
658	4.3.1.4.4	Review Verification Process Use Case - Cycle 1	100%	Wed 5/6/20	Fri 5/15/20	8 days
659	4.3.1.4.5	Update Verification Process Use Case - Cycle 1	100%	Mon 5/18/20	Thu 5/28/20	9 days
660	4.3.1.4.6	Review Verification Process Use Case - Cycle 2	100%	Fri 5/29/20	Thu 6/4/20	5 days
661	4.3.1.4.7	Update Verification Process Use Case - Cycle 2	100%	Fri 6/5/20	Mon 6/8/20	2 days
662	4.3.1.4.8	Review Verification Process Use Case - Cycle 3	100%	Tue 6/9/20	Fri 6/19/20	9 days
663	4.3.1.4.9	Update Verification Process Use Case - Cycle 3	100%	Mon 6/22/20	Wed 6/24/20	3 days
664	4.3.1.4.1	Review Verification Process Use Case - Cycle 4	100%	Thu 6/25/20	Thu 6/25/20	1 day
665	4.3.1.4.1	Update Verification Process Use Case - Cycle 4	100%	Fri 6/26/20	Mon 6/29/20	2 days
666	4.3.1.4.1	Review Verification Process Use Case - Cycle 5	100%	Tue 6/30/20	Mon 7/6/20	4 days
667	4.3.1.4.1	Update Verification Process Use Case - Cycle 5	100%	Tue 7/7/20	Tue 7/7/20	1 day
668	4.3.1.4.1	Review Verification Process Use Case - Cycle 6	100%	Wed 7/8/20	Fri 7/10/20	3 days
669	4.3.1.4.1	Update Verification Process Use Case - Cycle 6	100%	Mon 7/13/20	Mon 7/13/20	1 day
670	4.3.1.4.1	Final FDLE Review of Verification Process Use Case	100%	Mon 7/13/20	Mon 7/13/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
671	4.3.1.4.1	FDLE Approves Verification Process Use Case	100%	Mon 7/13/20	Mon 7/13/20	0 days
672	**4.3.1.5**	**Develop Data Quality Check Use Case**	**100%**	**Mon 5/4/20**	**Wed 5/20/20**	**13 days**
673	4.3.1.5.1	Understand Requirements for Data Quality Check Use Case	100%	Mon 5/4/20	Fri 5/15/20	10 days
674	4.3.1.5.2	Understand Requirements for Data Quality Check Use Case Continues	100%	Mon 5/18/20	Mon 5/18/20	1 day
675	4.3.1.5.3	FDLE Decision: This Use Case will be out of Scope	100%	Tue 5/19/20	Wed 5/20/20	2 days
676	**4.3.1.6**	**Develop Audit Maintenance Use Case**	**92%**	**Tue 5/19/20**	**Fri 9/11/20**	**84 days**
677	4.3.1.6.1	Understand Requirements for Audit Maintenance Use Case	100%	Tue 5/19/20	Fri 5/22/20	4 days
678	4.3.1.6.2	Finalize Audit Maintenance Use Case document	100%	Mon 6/1/20	Wed 6/10/20	8 days
679	4.3.1.6.3	Review Audit Maintenance Use Case - Cycle 1	100%	Thu 6/11/20	Tue 6/16/20	4 days
680	4.3.1.6.4	Update Audit Maintenance Use Case - Cycle 1	100%	Wed 6/17/20	Wed 6/17/20	1 day
681	4.3.1.6.5	Review Audit Maintenance Use Case - Cycle 2	100%	Thu 6/18/20	Wed 7/1/20	10 days
682	4.3.1.6.6	Review Audit Maintenance Use Case - Cycle 2 Continues	100%	Thu 7/2/20	Thu 7/16/20	10 days
683	4.3.1.6.7	Review Audit Maintenance Use Case - Cycle 2 Continues	100%	Fri 7/17/20	Thu 7/30/20	10 days
684	4.3.1.6.8	Update Audit Maintenance Use Case - Cycle 2	100%	Fri 7/31/20	Thu 8/13/20	10 days
685	4.3.1.6.9	Update Audit Maintenance Use Case - Cycle 2 Continues	100%	Fri 8/14/20	Thu 8/27/20	10 days
686	4.3.1.6.1	Update Audit Maintenance Use Case - Cycle 2 Continues	75%	Fri 8/28/20	Thu 9/3/20	5 days
687	4.3.1.6.1	Final FDLE Review of Audit Maintenance Use Case	0%	Fri 9/4/20	Fri 9/11/20	5 days
688	4.3.1.6.1	FDLE Approves Audit Maintenance Use Case	0%	Fri 9/11/20	Fri 9/11/20	0 days
689	**4.3.1.7**	**Develop User Group Management Use Case**	**97%**	**Tue 5/19/20**	**Thu 9/3/20**	**78 days**
690	4.3.1.7.1	Understand Requirements for User Group Management Use Case	100%	Tue 5/19/20	Fri 5/22/20	4 days
691	4.3.1.7.2	Finalize User Group Management Use Case document	100%	Mon 6/1/20	Fri 6/12/20	10 days
692	4.3.1.7.3	Review User Group Management Use Case- Cycle 1	100%	Mon 6/15/20	Wed 6/17/20	3 days
693	4.3.1.7.4	Update User Group Management Use Case - Cycle 1	100%	Thu 6/18/20	Thu 6/18/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
694	4.3.1.7.5	Review User Group Management Use Case - Cycle 2	100%	Fri 6/19/20	Mon 6/29/20	7 days
695	4.3.1.7.6	Update User Group Management Use Case - Cycle 2	100%	Tue 6/30/20	Thu 7/2/20	3 days
696	4.3.1.7.7	Review User Group Management Use Case - Cycle 3	100%	Mon 7/6/20	Fri 7/17/20	10 days
697	4.3.1.7.8	Review User Group Management Use Case - Cycle 3 Continues	100%	Mon 7/20/20	Wed 7/22/20	3 days
698	4.3.1.7.9	Update User Group Management Use Case - Cycle 3	100%	Thu 7/23/20	Wed 8/5/20	10 days
699	4.3.1.7.1	Update User Group Management Use Case - Cycle 3 Continues	100%	Thu 8/6/20	Fri 8/7/20	2 days
700	4.3.1.7.1	Review User Group Management Use Case - Cycle 4	100%	Mon 8/10/20	Wed 8/19/20	8 days
701	4.3.1.7.1	Update User Group Management Use Case - Cycle 4	100%	Thu 8/20/20	Thu 8/27/20	6 days
702	4.3.1.7.1	Final FDLE Review of User Group Management Use Case	50%	Fri 8/28/20	Thu 9/3/20	5 days
703	4.3.1.7.1	FDLE Approves User Group Management Use Case	0%	Thu 9/3/20	Thu 9/3/20	0 days
704	**4.3.1.8**	**Develop Agency Authorization User Manual**	**30%**	**Mon 5/25/20**	**Tue 9/22/20**	**87 days**
705	4.3.1.8.1	Understand Requirements for Agency Maintenance User Manual	100%	Mon 5/25/20	Wed 5/27/20	3 days
706	4.3.1.8.2	FDLE Decision: This Use Case will be out of Scope	100%	Thu 5/28/20	Fri 5/29/20	2 days
707	4.3.1.8.3	FDLE Decision: This is added back to Scope	100%	Mon 8/31/20	Mon 8/31/20	0 days
708	4.3.1.8.4	Finalize Agency Authorization User Manual document	0%	Mon 8/31/20	Fri 9/4/20	5 days
709	4.3.1.8.5	Review Agency Authorization User Manual - Cycle 1	0%	Tue 9/8/20	Mon 9/14/20	5 days
710	4.3.1.8.6	Update Agency Authorization User Manual - Cycle 1	0%	Tue 9/15/20	Wed 9/16/20	2 days
711	4.3.1.8.7	Review Agency Authorization User Manual - Cycle 2	0%	Thu 9/17/20	Fri 9/18/20	2 days
712	4.3.1.8.8	Update Agency Authorization User Manual - Cycle 2	0%	Mon 9/21/20	Tue 9/22/20	2 days
713	4.3.1.8.9	Final FDLE Review of Agency Authorization User Manual	0%	Tue 9/22/20	Tue 9/22/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
714	**4.3.1.9**	**Develop Reference Table Maintenance User Manual**	**100%**	**Tue 6/9/20**	**Fri 8/28/20**	**59 days**
715	4.3.1.9.1	Understand Requirements for Reference Table Maintenance User Manual	100%	Tue 6/9/20	Mon 6/15/20	5 days
716	4.3.1.9.2	Finalize Reference Table Maintenance User Manual document	100%	Thu 7/23/20	Tue 8/4/20	9 days
717	4.3.1.9.3	Review Reference Table Maintenance User Manual - Cycle 1	100%	Wed 8/5/20	Fri 8/14/20	8 days
718	4.3.1.9.4	Update Reference Table Maintenance User Manual - Cycle 1	100%	Mon 8/17/20	Thu 8/20/20	4 days
719	4.3.1.9.5	Review Reference Table Maintenance User Manual - Cycle 2	100%	Fri 8/21/20	Wed 8/26/20	4 days
720	4.3.1.9.6	Update Reference Table Maintenance User Manual - Cycle 2	100%	Thu 8/27/20	Thu 8/27/20	1 day
721	4.3.1.9.7	Final FDLE Review of Reference Table Maintenance User Manual	100%	Fri 8/28/20	Fri 8/28/20	1 day
722	4.3.1.9.8	FDLE Approves Reference Table Maintenance User Manual	100%	Fri 8/28/20	Fri 8/28/20	0 days
723	**4.3.1.10**	**Develop Canned Reports User Manual**	**40%**	**Mon 6/1/20**	**Wed 9/30/20**	**88 days**
724	4.3.1.10.	Understand Requirements for Canned Reports User Manual	100%	Mon 6/1/20	Wed 6/3/20	3 days
725	4.3.1.10.	Finalize Canned Reports User Manual document	75%	Fri 8/21/20	Thu 9/3/20	10 days
726	4.3.1.10.	Review Canned Reports User Manual - Cycle 1	0%	Fri 9/4/20	Fri 9/11/20	5 days
727	4.3.1.10.	Update Canned Reports User Manual - Cycle 1	0%	Mon 9/14/20	Mon 9/14/20	1 day
728	4.3.1.10.	Review Canned Reports User Manual - Cycle 2	0%	Tue 9/15/20	Mon 9/21/20	5 days
729	4.3.1.10.	Update Canned Reports User Manual - Cycle 2	0%	Tue 9/22/20	Wed 9/23/20	2 days
730	4.3.1.10.	Final FDLE Review of Canned Reports User Manual	0%	Thu 9/24/20	Wed 9/30/20	5 days
731	4.3.1.10.	FDLE Approves Canned Reports User Manual	0%	Wed 9/30/20	Wed 9/30/20	0 days
732	**4.3.1.11**	**Develop Ad Hoc Reports User Manual**	**17%**	**Thu 6/4/20**	**Wed 10/7/20**	**90 days**
733	4.3.1.11.	Understand Requirements for Ad Hoc Reports User Manual	100%	Thu 6/4/20	Mon 6/8/20	3 days
734	4.3.1.11.	Finalize Ad Hoc Reports User Manual document	0%	Fri 9/4/20	Thu 9/10/20	5 days
735	4.3.1.11.	Review Ad Hoc Reports User Manual - Cycle 1	0%	Fri 9/11/20	Thu 9/17/20	5 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
736	4.3.1.11.	Update Ad Hoc Reports User Manual - Cycle 1	0%	Fri 9/18/20	Mon 9/21/20	2 days
737	4.3.1.11.	Review Ad Hoc Reports User Manual - Cycle 2	0%	Tue 9/22/20	Mon 9/28/20	5 days
738	4.3.1.11.	Update Ad Hoc Reports User Manual - Cycle 2	0%	Tue 9/29/20	Wed 9/30/20	2 days
739	4.3.1.11.	Final FDLE Review of Ad Hoc Reports User Manual	0%	Thu 10/1/20	Wed 10/7/20	5 days
740	4.3.1.11.	FDLE Approves Ad Hoc Reports User Manual	0%	Wed 10/7/20	Wed 10/7/20	0 days
741	**4.4**	**Design**	**97%**	**Mon 4/6/20**	**Thu 8/27/20**	**104 days**
742	**4.4.1**	**Define Architecture Design (FIBRS & Portal)**	**94%**	**Mon 4/6/20**	**Fri 8/7/20**	**90 days**
743	4.4.1.1	Develop Solution Architecture Design (SAD) for FIBRS	100%	Mon 4/6/20	Mon 4/13/20	6 days
744	4.4.1.2	Review SAD Document - Portal & FIBRS - Cycle 1	100%	Tue 4/14/20	Fri 4/24/20	9 days
745	4.4.1.3	Update SAD - Portal & FIBRS - Cycle 1	100%	Mon 4/27/20	Wed 5/6/20	8 days
746	4.4.1.4	Review SAD Document - Portal & FIBRS - Cycle 2	100%	Thu 5/7/20	Thu 5/7/20	1 day
747	4.4.1.5	Update SAD - Portal & FIBRS - Cycle 2	100%	Fri 5/8/20	Mon 5/11/20	2 days
748	4.4.1.6	Review SAD Document - Portal & FIBRS - Cycle 3	100%	Tue 5/12/20	Tue 5/26/20	10 days
749	4.4.1.7	Update SAD - Portal & FIBRS - Cycle 3	100%	Mon 6/1/20	Fri 6/12/20	10 days
750	4.4.1.8	Update SAD - Portal & FIBRS - Cycle 3 Continues	100%	Mon 6/15/20	Wed 6/24/20	8 days
751	4.4.1.9	Review SAD Document - Portal & FIBRS - Cycle 4	100%	Thu 6/25/20	Tue 7/7/20	8 days
752	4.4.1.10	Update SAD - Portal & FIBRS - Cycle 4	100%	Wed 7/8/20	Tue 7/21/20	10 days
753	4.4.1.11	Update SAD - Portal & FIBRS - Cycle 4 Continues	100%	Wed 7/22/20	Fri 7/31/20	8 days
754	4.4.1.12	Final Review SAD - FIBRS & Portal	0%	Mon 8/3/20	Fri 8/7/20	5 days
755	4.4.1.13	FDLE Approves Architecture Design - Portal & FIBRS	0%	Fri 8/7/20	Fri 8/7/20	0 days
756	**4.4.2**	**Develop FDLE System Security Plan - FIBRS**	**100%**	**Wed 7/1/20**	**Thu 8/27/20**	**42 days**
757	4.4.2.1	Develop System Security Plan - FIBRS	100%	Wed 7/1/20	Tue 7/14/20	10 days
758	4.4.2.2	Review System Security Plan Document - FIBRS - Cycle 1	100%	Wed 7/15/20	Mon 7/20/20	4 days
759	4.4.2.3	Update System Security Plan - FIBRS - Cycle 1	100%	Tue 7/21/20	Fri 7/24/20	4 days
760	4.4.2.4	Review System Security Plan Document - FIBRS - Cycle 2	100%	Mon 7/27/20	Wed 7/29/20	3 days
761	4.4.2.5	Update System Security Plan- FIBRS - Cycle 2	100%	Thu 7/30/20	Wed 8/5/20	5 days
762	4.4.2.6	Review System Security Plan Document - FIBRS - Cycle 3	100%	Thu 8/6/20	Wed 8/12/20	5 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
763	4.4.2.7	Update System Security Plan- FIBRS - Cycle 3	100%	Thu 8/13/20	Thu 8/13/20	1 day
764	4.4.2.8	Final Review FDLE System Security Plan - FIBRS	100%	Fri 8/14/20	Thu 8/27/20	10 days
765	4.4.2.9	FDLE Approves Security Plan - FIBRS	100%	Thu 8/27/20	Thu 8/27/20	0 days
766	**4.4.3**	**Develop Solution Test Plan - FIBRS**	**100%**	**Mon 5/4/20**	**Wed 7/29/20**	**63 days**
767	4.4.3.1	Develop Solution Test Plan - FIBRS	100%	Mon 5/4/20	Fri 5/15/20	10 days
768	4.4.3.2	Develop Solution Test Plan - FIBRS Continues	100%	Mon 5/18/20	Mon 5/25/20	6 days
769	4.4.3.3	Review Solution Test Plan Document - FIBRS - Cycle 1	100%	Tue 5/26/20	Thu 6/4/20	8 days
770	4.4.3.4	Update Solution Test Plan - FIBRS - Cycle 1	100%	Fri 6/5/20	Wed 6/10/20	4 days
771	4.4.3.5	Review Solution Test Plan Document - FIBRS - Cycle 2	100%	Thu 6/11/20	Tue 6/16/20	4 days
772	4.4.3.6	Update Solution Test Plan - Portal & FIBRS - Cycle 2	100%	Wed 6/17/20	Wed 6/24/20	6 days
773	4.4.3.7	Review Solution Test Plan Document - FIBRS - Cycle 3	100%	Thu 6/25/20	Thu 7/9/20	10 days
774	4.4.3.8	Review Solution Test Plan Document - FIBRS - Cycle 3 Continues	100%	Fri 7/10/20	Tue 7/14/20	3 days
775	4.4.3.9	Update Solution Test Plan - Portal & FIBRS - Cycle 3	100%	Wed 7/15/20	Wed 7/15/20	1 day
776	4.4.3.10	Review Solution Test Plan Document - FIBRS - Cycle 4	100%	Thu 7/16/20	Mon 7/20/20	3 days
777	4.4.3.11	Update Solution Test Plan - Portal & FIBRS - Cycle 4	100%	Tue 7/21/20	Wed 7/22/20	2 days
778	4.4.3.12	Review Solution Test Plan Document - FIBRS - Cycle 5	100%	Thu 7/23/20	Mon 7/27/20	3 days
779	4.4.3.13	Update Solution Test Plan - Portal & FIBRS - Cycle 5	100%	Tue 7/28/20	Tue 7/28/20	1 day
780	4.4.3.14	Final Review Solution Test Plan - FIBRS	100%	Wed 7/29/20	Wed 7/29/20	1 day
781	4.4.3.15	FDLE Approves Test Plan - FIBRS	100%	Wed 7/29/20	Wed 7/29/20	0 days
782	**4.5**	**Development & Gcom Testing**	**53%**	**Tue 2/11/20**	**Tue 10/13/20**	**176 days**
783	1.7.1.1	Setup FIBRS Dev Environment	100%	Mon 5/4/20	Fri 5/8/20	5 days
784	4.5.2	Install and Configure Products - DEV	100%	Mon 5/11/20	Fri 5/22/20	10 days
785	4.5.3	Install and Configure Products - DEV Finalize	100%	Mon 5/25/20	Fri 6/5/20	10 days
786	**4.5.4**	**Customize/Configure Solution**	**54%**	**Tue 2/11/20**	**Tue 10/13/20**	**176 days**
787	**4.5.4.1**	**Customize/configure LE Employee Count Incoming and Outgoing Processing per Use Case**	**81%**	**Mon 3/30/20**	**Tue 6/16/20**	**56.75 days**
788	4.5.4.1.1	Customization/Configuration LE Employee Count Incoming and Outgoing Processing per Use Case - Cycle 1	100%	Mon 3/30/20	Fri 4/10/20	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
789	4.5.4.1.2	Customization/Configuration LE Employee Count Incoming and Outgoing Processing per Use Case - Cycle 2	100%	Mon 4/13/20	Fri 4/24/20	10 days
790	4.5.4.1.3	Conduct Unit Tests by DEV team - LE Employee Count Incoming and Outgoing Processing	100%	Mon 4/27/20	Mon 4/27/20	1 day
791	4.5.4.1.4	Deploy in FDLE DEV Env - LE Employee Count Incoming and Outgoing Processing	100%	Tue 5/19/20	Wed 5/27/20	5 days
792	4.5.4.1.5	Create / Update Test cases - LE Employee Count Incoming and Outgoing Processing	100%	Mon 4/27/20	Tue 4/28/20	2 days
793	4.5.4.1.6	Execute Test Cases - LE Employee Count Incoming and Outgoing Processing	50%	Wed 5/27/20	Wed 6/10/20	10 days
794	4.5.4.1.7	Fix Defects by DEV team - LE Employee Count Incoming and Outgoing Processing	50%	Wed 6/10/20	Fri 6/12/20	2 days
795	4.5.4.1.8	Retest by QA - LE Employee Count Incoming and Outgoing Processing	0%	Fri 6/12/20	Mon 6/15/20	1 day
796	4.5.4.1.9	Review Test Results - LE Employee Count Incoming and Outgoing Processing	0%	Mon 6/15/20	Tue 6/16/20	1 day
797	**4.5.4.2**	**Customize/configure FIBRS Incoming and Outgoing Processing per Use Case**	**50%**	**Fri 5/1/20**	**Tue 6/30/20**	**43 days**
798	4.5.4.2.1	Customization/Configuration FIBRS Incoming and Outgoing processing per Use Case - Cycle 1	100%	Fri 5/1/20	Thu 5/14/20	10 days
799	4.5.4.2.2	Customization/Configuration FIBRS Incoming and Outgoing Processing per Use Case - Cycle 2	100%	Fri 5/15/20	Thu 5/28/20	10 days
800	4.5.4.2.3	Unit Tests by DEV team - FIBRS Incoming and Outgoing Processing	0%	Fri 5/29/20	Fri 6/5/20	6 days
801	4.5.4.2.4	Deploy in FDLE DEV Env - FIBRS Incoming and Outgoing Processing	0%	Mon 6/8/20	Mon 6/8/20	1 day
802	4.5.4.2.5	Create / Update Test Cases - FIBRS Incoming and Outgoing Processing - Cycle 1	100%	Fri 5/15/20	Thu 5/28/20	10 days
803	4.5.4.2.6	Create / Update Test Cases - FIBRS Incoming and Outgoing Processing - Cycle 2	0%	Fri 5/29/20	Mon 6/8/20	7 days
804	4.5.4.2.7	Execute Test Cases - FIBRS Incoming and Outgoing Processing	0%	Tue 6/9/20	Wed 6/17/20	7 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
805	4.5.4.2.8	Fix Defects by DEV team - FIBRS Incoming and Outgoing Processing	0%	Thu 6/18/20	Wed 6/24/20	5 days
806	4.5.4.2.9	Retest by QA - FIBRS Incoming and Outgoing Processing	0%	Thu 6/25/20	Mon 6/29/20	3 days
807	4.5.4.2.1	Review Test Results - FIBRS Incoming and Outgoing Processing	0%	Tue 6/30/20	Tue 6/30/20	1 day
808	**4.5.4.3**	**Customize/configure Incident Submission History per Use Case**	**79%**	**Tue 2/11/20**	**Thu 6/4/20**	**83 days**
809	4.5.4.3.1	Customization/Configuration Incident Submission History per Use Case	100%	Tue 5/5/20	Mon 5/18/20	10 days
810	4.5.4.3.2	Unit Tests by DEV team - Incident Submission History	100%	Tue 5/19/20	Mon 6/1/20	10 days
811	4.5.4.3.3	Deploy in FDLE DEV Env - Incident Submission History	100%	Tue 6/2/20	Thu 6/4/20	3 days
812	4.5.4.3.4	Create / Update Test Cases - Incident Submission History	100%	Tue 5/5/20	Fri 5/8/20	4 days
813	4.5.4.3.5	Execute Test Cases - Incident Submission History	0%	Tue 2/11/20	Thu 2/13/20	3 days
814	4.5.4.3.6	Fix Defects by DEV team - Incident Submission History	0%	Fri 2/14/20	Mon 2/17/20	2 days
815	4.5.4.3.7	Retest by QA - Incident Submission History	0%	Tue 2/18/20	Tue 2/18/20	1 day
816	4.5.4.3.8	Review Test Results - Incident Submission History	0%	Wed 2/19/20	Wed 2/19/20	1 day
817	**4.5.4.4**	**Customize/configure Verification Process per Use Case**	**57%**	**Fri 7/31/20**	**Tue 9/15/20**	**32 days**
818	4.5.4.4.1	Customization/Configuration Verification Process per Use Case - Cycle 1	90%	Fri 8/7/20	Fri 8/21/20	10 days
819	4.5.4.4.2	Unit Tests by DEV team - Verification Process	90%	Fri 8/21/20	Fri 8/28/20	5 days
820	4.5.4.4.3	Deploy in FDLE DEV Env - Verification Process	0%	Fri 8/28/20	Mon 8/31/20	1 day
821	4.5.4.4.4	Create / Update Test Cases - Verification Process	75%	Fri 7/31/20	Fri 8/14/20	10 days
822	4.5.4.4.5	Execute Test Cases - Verification Process	0%	Mon 8/31/20	Mon 9/7/20	5 days
823	4.5.4.4.6	Fix Defects by DEV team - Verification Process	0%	Mon 9/7/20	Thu 9/10/20	3 days
824	4.5.4.4.7	Retest by QA - Verification Process	0%	Thu 9/10/20	Mon 9/14/20	2 days
825	4.5.4.4.8	Review Test Results - Verification Process	0%	Mon 9/14/20	Tue 9/15/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
826	**4.5.4.5**	**Customize/configure Audit Maintenance per Use Case**	**100%**	**Wed 6/17/20**	**Tue 9/8/20**	**60 days**
827	4.5.4.5.1	Customization/Configuration Audit Maintenance per Use Case	100%	Wed 6/17/20	Tue 6/23/20	5 days
828	4.5.4.5.2	Unit Tests by DEV team - Audit Maintenance	100%	Wed 6/24/20	Wed 6/24/20	1 day
829	4.5.4.5.3	Deploy in FDLE DEV Env - Audit Maintenance	100%	Thu 6/25/20	Thu 6/25/20	1 day
830	4.5.4.5.4	Create / Update Test Cases - Audit Maintenance	100%	Tue 8/25/20	Thu 8/27/20	3 days
831	4.5.4.5.5	Execute Test Cases - Audit Maintenance	100%	Fri 8/28/20	Thu 9/3/20	5 days
832	4.5.4.5.6	Fix Defects by DEV team - Audit Maintenance	100%	Fri 9/4/20	Fri 9/4/20	1 day
833	4.5.4.5.7	Retest by QA - Audit Maintenance	100%	Mon 9/7/20	Mon 9/7/20	1 day
834	4.5.4.5.8	Review Test Results - Audit Maintenance	100%	Tue 9/8/20	Tue 9/8/20	1 day
835	**4.5.4.6**	**Customize/configure User Group Management per Use Case**	**100%**	**Thu 6/18/20**	**Wed 9/2/20**	**55 days**
836	4.5.4.6.1	Customization/Configuration User Group Management per Use Case	100%	Thu 6/18/20	Wed 6/24/20	5 days
837	4.5.4.6.2	Unit Tests by DEV team - User Group Management	100%	Thu 6/25/20	Wed 7/1/20	5 days
838	4.5.4.6.3	Deploy in FDLE DEV Env - User Group Management	100%	Mon 7/13/20	Tue 7/14/20	1 day
839	4.5.4.6.4	Create / Update Test Cases - User Group Management	100%	Thu 8/20/20	Mon 8/24/20	3 days
840	4.5.4.6.5	Execute Test Cases - User Group Management	100%	Tue 8/25/20	Thu 8/27/20	3 days
841	4.5.4.6.6	Fix Defects by DEV team - User Group Management Use Case	100%	Fri 8/28/20	Mon 8/31/20	2 days
842	4.5.4.6.7	Retest by QA - User Group Management	100%	Tue 9/1/20	Tue 9/1/20	1 day
843	4.5.4.6.8	Review Test Results - User Group Management Use Case	100%	Wed 9/2/20	Wed 9/2/20	1 day
844	**4.5.4.7**	**Customize/configure Agency Authorization per Use Case**	**0%**	**Mon 9/7/20**	**Fri 9/25/20**	**15 days**
845	4.5.4.7.1	Customization/Configuration Agency Authorization per Use Case	0%	Mon 9/7/20	Fri 9/11/20	5 days
846	4.5.4.7.2	Unit Tests by DEV team - Agency Authorization	0%	Mon 9/14/20	Tue 9/15/20	2 days
847	4.5.4.7.3	Deploy in FDLE DEV Env - Agency Authorization	0%	Wed 9/16/20	Thu 9/17/20	2 days
848	4.5.4.7.4	Create / Update Test Cases - Agency Authorization	0%	Mon 9/7/20	Fri 9/11/20	5 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
849	4.5.4.7.5	Execute Test Cases - Agency Authorization	0%	Fri 9/18/20	Mon 9/21/20	2 days
850	4.5.4.7.6	Fix Defects by DEV team - Agency Authorization Use Case	0%	Tue 9/22/20	Wed 9/23/20	2 days
851	4.5.4.7.7	Retest by QA - Agency Authorization	0%	Thu 9/24/20	Thu 9/24/20	1 day
852	4.5.4.7.8	Review Test Results - Agency Authorization Use Case	0%	Fri 9/25/20	Fri 9/25/20	1 day
853	**4.5.4.8**	**Customize/configure Reference Table Maintenance per User Manual**	**35%**	**Wed 8/5/20**	**Tue 8/25/20**	**15 days**
854	4.5.4.8.1	Customization/Configuration Reference Table Maintenance per User Manual	100%	Wed 8/5/20	Tue 8/11/20	5 days
855	4.5.4.8.2	Unit Tests by DEV team - Reference Table Maintenance	100%	Wed 8/12/20	Wed 8/12/20	1 day
856	4.5.4.8.3	Deploy in FDLE DEV Env - Reference Table Maintenance	100%	Thu 8/13/20	Thu 8/13/20	1 day
857	4.5.4.8.4	Create / Update Test Cases - Reference Table Maintenance	0%	Wed 8/5/20	Tue 8/11/20	5 days
858	4.5.4.8.5	Execute Test Cases - Reference Table Maintenance	0%	Fri 8/14/20	Thu 8/20/20	5 days
859	4.5.4.8.6	Fix Defects by DEV team - Reference Table Maintenance	0%	Fri 8/21/20	Fri 8/21/20	1 day
860	4.5.4.8.7	Retest by QA - Reference Table Maintenance	0%	Mon 8/24/20	Mon 8/24/20	1 day
861	4.5.4.8.8	Review Test Results - Reference Table Maintenance	0%	Tue 8/25/20	Tue 8/25/20	1 day
862	**4.5.4.9**	**Customize/configure Canned Reports per User Manual**	**0%**	**Fri 9/4/20**	**Mon 10/5/20**	**22 days**
863	4.5.4.9.1	Customization/Configuration Canned Reports per User Manual	0%	Fri 9/4/20	Thu 9/10/20	5 days
864	4.5.4.9.2	Unit Tests by DEV team - Canned Reports	0%	Fri 9/11/20	Fri 9/11/20	1 day
865	4.5.4.9.3	Deploy in FDLE DEV Env - Canned Reports	0%	Mon 9/14/20	Mon 9/14/20	1 day
866	4.5.4.9.4	Create / Update Test Cases - Canned Reports	0%	Fri 9/4/20	Thu 9/10/20	5 days
867	4.5.4.9.5	Execute Test Cases - Canned Reports	0%	Tue 9/15/20	Mon 9/21/20	5 days
868	4.5.4.9.6	Fix Defects by DEV team - Canned Reports	0%	Thu 10/1/20	Thu 10/1/20	1 day
869	4.5.4.9.7	Retest by QA - Canned Reports	0%	Fri 10/2/20	Fri 10/2/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
870	4.5.4.9.8	Review Test Results - Canned Reports	0%	Mon 10/5/20	Mon 10/5/20	1 day
871	**4.5.4.10**	**Customize/configure Ad Hoc Reports per User Manual**	**0%**	**Fri 9/11/20**	**Tue 10/13/20**	**23 days**
872	4.5.4.10.	Customization/Configuration Ad Hoc Reports per User Manual	0%	Fri 9/11/20	Thu 9/17/20	5 days
873	4.5.4.10.	Unit Tests by DEV team - Ad Hoc Reports	0%	Fri 9/18/20	Fri 9/18/20	1 day
874	4.5.4.10.	Deploy in FDLE DEV Env - Ad Hoc Reports	0%	Mon 9/21/20	Mon 9/21/20	1 day
875	4.5.4.10.	Create / Update Test Cases - Ad Hoc Reports	0%	Fri 9/11/20	Thu 9/17/20	5 days
876	4.5.4.10.	Execute Test Cases - Ad Hoc Reports	0%	Tue 9/22/20	Mon 9/28/20	5 days
877	4.5.4.10.	Fix Defects by DEV team - Ad Hoc Reports	0%	Thu 10/8/20	Thu 10/8/20	1 day
878	4.5.4.10.	Retest by QA - Ad Hoc Reports	0%	Fri 10/9/20	Fri 10/9/20	1 day
879	4.5.4.10.	Review Test Results - Ad Hoc Reports	0%	Tue 10/13/20	Tue 10/13/20	1 day
880	**4.5.5**	**Integration Testing by GCOM QA team**	**0%**	**Thu 8/27/20**	**Wed 9/30/20**	**24 days**
881	4.5.5.1	Share all test cases with FDLE	100%	Thu 8/27/20	Thu 8/27/20	0 days
882	4.5.5.2	Select Test Cases for existing Use Cases (includes data validation, roles/security testing)	0%	Fri 8/28/20	Thu 9/3/20	5 days
883	4.5.5.3	Conduct Integration Testing between FIBRS, Portal and UAA	0%	Wed 9/9/20	Tue 9/22/20	10 days
884	4.5.5.4	Fix Defects for Integration Test	0%	Wed 9/23/20	Fri 9/25/20	3 days
885	4.5.5.5	Retest Integration Test Defects	0%	Mon 9/28/20	Tue 9/29/20	2 days
886	4.5.5.6	Review Integration Test Results	0%	Wed 9/30/20	Wed 9/30/20	1 day
887	**4.6**	**Installed, Customized and Configure Product**	**62%**	**Mon 2/24/20**	**Fri 10/16/20**	**170 days**
888	**4.6.1**	**Develop Customizations Development Plan (FIBRS & Portal)**	**100%**	**Mon 2/24/20**	**Wed 4/29/20**	**48 days**
889	4.6.1.1	Develop Customization Plan - Portal & FIBRS	100%	Mon 2/24/20	Fri 3/6/20	10 days
890	4.6.1.2	Review Customization Plan - Portal & FIBRS - Cycle 1	100%	Mon 3/9/20	Wed 3/18/20	8 days
891	4.6.1.3	Update Customization Plan - Portal & FIBRS - Cycle 1	100%	Thu 3/19/20	Thu 3/19/20	1 day
892	4.6.1.4	Review Customization Plan - Portal & FIBRS - Cycle 2	100%	Fri 3/20/20	Wed 3/25/20	4 days
893	4.6.1.5	Update Customization Plan - Portal & FIBRS - Cycle 2	100%	Thu 3/26/20	Thu 3/26/20	1 day
894	4.6.1.6	Review Customization Plan - Portal & FIBRS - Cycle 3	100%	Fri 3/27/20	Tue 4/7/20	8 days
895	4.6.1.7	Update Customization Plan - Portal & FIBRS - Cycle 3	100%	Wed 4/8/20	Wed 4/8/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
896	4.6.1.8	Review Customization Plan - Portal & FIBRS - Cycle 4	100%	Thu 4/9/20	Thu 4/16/20	6 days
897	4.6.1.9	Update Customization Plan - Portal & FIBRS - Cycle 4	100%	Fri 4/17/20	Fri 4/17/20	1 day
898	4.6.1.10	Review Customization Plan - Portal & FIBRS - Cycle 5	100%	Mon 4/20/20	Tue 4/21/20	2 days
899	4.6.1.11	Update Customization Plan - Portal & FIBRS - Cycle 5	100%	Wed 4/22/20	Wed 4/22/20	1 day
900	4.6.1.12	Final Review of Customization Plan - Portal & FIBRS	100%	Thu 4/23/20	Wed 4/29/20	5 days
901	4.6.1.13	FDLE Approves Customization Plan - Portal & FIBRS	100%	Wed 4/29/20	Wed 4/29/20	0 days
902	**4.6.2**	**Develop Installation Plan - FIBRS**	**100%**	**Fri 4/17/20**	**Fri 7/17/20**	**66 days**
903	4.6.2.1	Develop Installation Plan - FIBRS	100%	Fri 4/17/20	Mon 4/27/20	7 days
904	4.6.2.2	Review Installation Plan - FIBRS - Cycle 1	100%	Tue 4/28/20	Tue 4/28/20	1 day
905	4.6.2.3	Update Installation Plan - FIBRS - Cycle 1	100%	Wed 4/29/20	Thu 4/30/20	2 days
906	4.6.2.4	Review Installation Plan - FIBRS - Cycle 2	100%	Mon 5/4/20	Fri 5/15/20	10 days
907	4.6.2.5	Update Installation Plan - FIBRS - Cycle 2	100%	Mon 6/1/20	Thu 6/4/20	4 days
908	4.6.2.6	Review Installation Plan - FIBRS - Cycle 3	100%	Fri 6/5/20	Wed 6/10/20	4 days
909	4.6.2.7	Update Installation Plan - FIBRS - Cycle 3	100%	Thu 6/11/20	Sat 6/13/20	2 days
910	4.6.2.8	Review Installation Plan - FIBRS - Cycle 4	100%	Sun 6/14/20	Wed 6/17/20	3 days
911	4.6.2.9	Update Installation Plan - FIBRS - Cycle 4	100%	Thu 6/18/20	Tue 6/23/20	4 days
912	4.6.2.10	Review Installation Plan - FIBRS - Cycle 5	100%	Wed 6/24/20	Thu 6/25/20	2 days
913	4.6.2.11	Update Installation Plan - FIBRS - Cycle 5	100%	Fri 6/26/20	Fri 6/26/20	1 day
914	4.6.2.12	Review Installation Plan - FIBRS - Cycle 6	100%	Mon 6/29/20	Mon 6/29/20	1 day
915	4.6.2.13	Update Installation Plan - FIBRS - Cycle 6	100%	Tue 6/30/20	Wed 7/1/20	2 days
916	4.6.2.14	Review Installation Plan - FIBRS - Cycle 7	100%	Thu 7/2/20	Tue 7/7/20	3 days
917	4.6.2.15	Update Installation Plan - FIBRS - Cycle 7	100%	Wed 7/8/20	Thu 7/9/20	2 days
918	4.6.2.16	Final Review of Installation Plan - FIBRS	100%	Fri 7/10/20	Fri 7/17/20	6 days
919	4.6.2.17	FDLE Approves Installation Plan - FIBRS	100%	Fri 7/17/20	Fri 7/17/20	0 days
920	**4.6.3**	**Develop Maintenance Plan (FIBRS & Portal)**	**100%**	**Mon 5/4/20**	**Tue 6/30/20**	**42 days**
921	4.6.3.1	Develop Initial Maintenance Plan - Portal & FIBRS Outline	100%	Mon 5/4/20	Fri 5/15/20	10 days
922	4.6.3.2	Develop Finalized Maintenance Plan - Portal & FIBRS	100%	Mon 6/1/20	Mon 6/1/20	1 day
923	4.6.3.3	Review Maintenance Plan - Portal & FIBRS - Cycle 1	100%	Tue 6/2/20	Tue 6/9/20	6 days
924	4.6.3.4	Update Maintenance Plan - Portal & FIBRS - Cycle 1	100%	Wed 6/10/20	Thu 6/11/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
925	4.6.3.5	Review Maintenance Plan - Portal & FIBRS - Cycle 2	100%	Thu 6/11/20	Thu 6/11/20	0 days
926	4.6.3.6	Update Maintenance Plan - Portal & FIBRS - Cycle 2	100%	Thu 6/11/20	Thu 6/11/20	0 days
927	4.6.3.7	Review Maintenance Plan - Portal & FIBRS - Cycle 3	100%	Fri 6/12/20	Wed 6/17/20	4 days
928	4.6.3.8	Update Maintenance Plan - Portal & FIBRS - Cycle 3	100%	Thu 6/18/20	Thu 6/18/20	1 day
929	4.6.3.9	Final Review of Maintenance Plan - Portal & FIBRS	100%	Fri 6/19/20	Tue 6/30/20	8 days
930	4.6.3.10	FDLE Approves Maintenance Plan - Portal & FIBRS	100%	Tue 6/30/20	Tue 6/30/20	0 days
931	**4.6.4**	**Develop Implementation Plan - FIBRS**	**0%**	**Tue 9/1/20**	**Tue 10/6/20**	**26 days**
932	4.6.4.1	Update Implementation Plan - FIBRS	0%	Tue 9/1/20	Mon 9/7/20	5 days
933	4.6.4.2	Review Implementation Plan - FIBRS - Cycle 1	0%	Tue 9/8/20	Mon 9/21/20	10 days
934	4.6.4.3	Update Implementation Plan - Cycle 1	0%	Tue 9/22/20	Wed 9/23/20	2 days
935	4.6.4.4	Review Implementation Plan - FIBRS - Cycle 2	0%	Thu 9/24/20	Fri 9/25/20	2 days
936	4.6.4.5	Update Implementation Plan - Cycle 2	0%	Mon 9/28/20	Tue 9/29/20	2 days
937	4.6.4.6	Final Review of Implementation Plan - FIBRS	0%	Wed 9/30/20	Tue 10/6/20	5 days
938	4.6.4.7	FDLE Approves Implementation Plan - FIBRS	0%	Tue 10/6/20	Tue 10/6/20	0 days
939	**4.6.5**	**Solution Testing (FAT/UAT) by FDLE Team**	**33%**	**Mon 6/8/20**	**Thu 10/8/20**	**89 days**
940	4.6.5.1	FDLE ITS Test Environment Readiness	100%	Mon 6/8/20	Mon 6/8/20	0 days
941	4.6.5.2	Setup Test Environment by GCOM	100%	Mon 6/8/20	Fri 6/19/20	10 days
942	4.6.5.3	Setup Test Environment by GCOM Continues	100%	Mon 6/22/20	Fri 7/3/20	10 days
943	4.6.5.4	Installed and Configured Products - TEST (FIBRS Test Env. Setup)	100%	Mon 7/6/20	Fri 7/17/20	10 days
944	**4.6.5.5**	**FAT Testing - FIBRS**	**0%**	**Wed 9/2/20**	**Mon 9/28/20**	**19 days**
945	4.6.5.5.1	Deploy Code in Test Environment	0%	Wed 9/9/20	Wed 9/9/20	1 day
946	4.6.5.5.2	Update FIBRS Test Cases for FAT	0%	Wed 9/2/20	Wed 9/9/20	5 days
947	4.6.5.5.3	Conduct FIBRS FAT	0%	Thu 9/10/20	Wed 9/23/20	10 days
948	4.6.5.5.4	Defect Fixes for FIBRS FAT - Iteration 2 & 3	0%	Thu 9/10/20	Wed 9/23/20	10 days
949	4.6.5.5.5	Retest FIBRS FAT defects	0%	Thu 9/24/20	Mon 9/28/20	3 days
950	4.6.5.5.6	FDLE Approves FAT Test Results - FIBRS	0%	Mon 9/28/20	Mon 9/28/20	0 days
951	**4.6.5.6**	**UAT Testing - FIBRS**	**0%**	**Fri 8/28/20**	**Thu 10/1/20**	**25 days**
952	4.6.5.6.1	Update Test Case for UAT - FIBRS	0%	Fri 8/28/20	Fri 9/11/20	10 days
953	4.6.5.6.2	Conduct UAT - FIBRS	0%	Thu 9/10/20	Wed 9/23/20	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
954	4.6.5.6.3	Defect Fixes for FIBRS UAT	0%	Thu 9/24/20	Mon 9/28/20	3 days
955	4.6.5.6.4	Retest FIBRS UAT defects	0%	Tue 9/29/20	Thu 10/1/20	3 days
956	4.6.5.6.5	FDLE Approves UAT Test Results - FIBRS	0%	Thu 10/1/20	Thu 10/1/20	0 days
957	4.6.5.7	FDLE Reviews and Approves all Test Results - FIBRS	0%	Fri 10/2/20	Thu 10/8/20	5 days
958	**4.6.6**	**Performance Testing - FIBRS**	**32%**	**Thu 7/30/20**	**Wed 9/23/20**	**40 days**
959	4.6.6.1	Develop and Submit Performance Test Plan	100%	Thu 7/30/20	Wed 8/12/20	10 days
960	4.6.6.2	Conduct FIBRS Performance Testing (xml Submission)	0%	Wed 9/9/20	Tue 9/15/20	5 days
961	4.6.6.3	Conduct FIBRS Performance Testing (all other features)	0%	Wed 9/16/20	Tue 9/22/20	5 days
962	4.6.6.4	Review FIBRS Performance Test Results	0%	Wed 9/23/20	Wed 9/23/20	1 day
963	4.6.6.5	FDLE Approves FIBRS Performance Testing	0%	Wed 9/23/20	Wed 9/23/20	0 days
964	**4.6.7**	**Implemented Solution - FIBRS Go-live Activities**	**56%**	**Mon 7/13/20**	**Fri 10/16/20**	**70 days**
965	4.6.7.1	FDLE ITS Production Environment Readiness	100%	Mon 7/13/20	Mon 7/13/20	0 days
966	4.6.7.2	Setup Prod Environment by GCOM	100%	Mon 7/20/20	Fri 7/31/20	10 days
967	4.6.7.3	Installed and Configured Products - PROD (FIBRS Prod Env. Setup)	0%	Mon 8/31/20	Tue 9/1/20	1 day
968	4.6.7.4	Tech Transfer to FDLE CCCB for Approval	0%	Fri 10/9/20	Mon 10/12/20	2 days
969	4.6.7.5	Send Notification to Stakeholders / Users of Go-Live	0%	Tue 10/13/20	Tue 10/13/20	1 day
970	4.6.7.6	Implement Solution and Configuration - FIBRS	0%	Wed 10/14/20	Wed 10/14/20	1 day
971	4.6.7.7	FIBRS Sanity Testing on Prod	0%	Thu 10/15/20	Thu 10/15/20	1 day
972	4.6.7.8	Update Implementation - FIBRS	0%	Fri 10/16/20	Fri 10/16/20	1 day
973	4.6.7.9	FDLE Approves Implementation - FIBRS	0%	Fri 10/16/20	Fri 10/16/20	0 days
974	4.6.7.10	FIBRS - Go Live	0%	Fri 10/16/20	Fri 10/16/20	0 days
975	**4.7**	**Training**	**40%**	**Mon 5/25/20**	**Fri 12/18/20**	**148 days**
976	**4.7.1**	**Develop System Operations Guide -FIBRS**	**0%**	**Thu 10/1/20**	**Thu 11/12/20**	**30 days**
977	4.7.1.1	Develop System Operations Guide - FIBRS	0%	Thu 10/1/20	Thu 10/15/20	10 days
978	4.7.1.2	Review System Operations Guide - FIBRS - Cycle 1	0%	Fri 10/16/20	Thu 10/22/20	5 days
979	4.7.1.3	Update System Operations Guide - FIBRS - Cycle 1	0%	Fri 10/23/20	Mon 10/26/20	2 days
980	4.7.1.4	Review System Operations Guide - FIBRS - Cycle 2	0%	Tue 10/27/20	Mon 11/2/20	5 days
981	4.7.1.5	Update System Operations Guide - FIBRS - Cycle 2	0%	Tue 11/3/20	Wed 11/4/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
982	4.7.1.6	Final Review System Operations Guide - FIBRS	0%	Thu 11/5/20	Thu 11/12/20	5 days
983	4.7.1.7	FDLE Approves System Operations Guide - FIBRS	0%	Thu 11/12/20	Thu 11/12/20	0 days
984	**4.7.2**	**Develop Training Plan -FIBRS**	**97%**	**Mon 5/25/20**	**Mon 8/31/20**	**71 days**
985	4.7.2.1	Develop Training Plan - FIBRS	100%	Mon 5/25/20	Fri 6/5/20	10 days
986	4.7.2.2	Develop Training Plan - FIBRS Continues	100%	Mon 6/8/20	Fri 6/19/20	10 days
987	4.7.2.3	Review Training Plan - FIBRS - Cycle 1	100%	Mon 6/22/20	Mon 6/22/20	1 day
988	4.7.2.4	Update Training Plan - FIBRS - Cycle 1	100%	Tue 6/23/20	Tue 6/23/20	1 day
989	4.7.2.5	Review Training Plan - FIBRS - Cycle 2	100%	Wed 6/24/20	Mon 6/29/20	4 days
990	4.7.2.6	Update Training Plan - FIBRS - Cycle 2	100%	Tue 6/30/20	Wed 7/1/20	2 days
991	4.7.2.7	Review Training Plan - FIBRS - Cycle 3	100%	Thu 7/2/20	Thu 7/16/20	10 days
992	4.7.2.8	Review Training Plan - FIBRS - Cycle 3 Continues	100%	Fri 7/17/20	Thu 7/30/20	10 days
993	4.7.2.9	Review Training Plan - FIBRS - Cycle 3 Continues	100%	Fri 7/31/20	Thu 8/13/20	10 days
994	4.7.2.10	Review Training Plan - FIBRS - Cycle 3 Continues	100%	Fri 8/14/20	Thu 8/20/20	5 days
995	4.7.2.11	Update Training Plan - FIBRS - Cycle 3	100%	Fri 8/21/20	Mon 8/24/20	2 days
996	4.7.2.12	Review Training Plan - FIBRS - Cycle 4	100%	Tue 8/25/20	Tue 8/25/20	1 day
997	4.7.2.13	Update Training Plan - FIBRS - Cycle 4	100%	Wed 8/26/20	Thu 8/27/20	2 days
998	4.7.2.14	Final Review Training Material - FIBRS	0%	Fri 8/28/20	Mon 8/31/20	2 days
999	4.7.2.15	FDLE Approves Training Plan - FIBRS	0%	Mon 8/31/20	Mon 8/31/20	0 days
1000	**4.7.3**	**Develop Training Materials**	**0%**	**Thu 10/1/20**	**Wed 11/18/20**	**34 days**
1001	4.7.3.1	Develop Training Materials - FIBRS	0%	Thu 10/1/20	Thu 10/15/20	10 days
1002	4.7.3.2	Review Training Materials - FIBRS - Cycle 1	0%	Fri 10/16/20	Thu 10/22/20	5 days
1003	4.7.3.3	Update Training Materials - FIBRS - Cycle 1	0%	Fri 10/23/20	Thu 10/29/20	5 days
1004	4.7.3.4	Review Training Materials - FIBRS - Cycle 2	0%	Fri 10/30/20	Thu 11/5/20	5 days
1005	4.7.3.5	Update Training Materials - FIBRS - Cycle 2	0%	Fri 11/6/20	Mon 11/9/20	2 days
1006	4.7.3.6	Final Review Training Material - FIBRS	0%	Tue 11/10/20	Wed 11/18/20	6 days
1007	4.7.3.7	FDLE Approves Training Plan - FIBRS	0%	Wed 11/18/20	Wed 11/18/20	0 days
1008	**4.7.4**	**Conduct User Training - FIBRS**	**0%**	**Thu 11/19/20**	**Fri 12/18/20**	**21 days**
1009	4.7.4.1	Conduct FIBRS User Training Session 1	0%	Thu 11/19/20	Fri 12/4/20	11 days
1010	4.7.4.2	Conduct FIBRS User Training Session 2	0%	Mon 12/7/20	Fri 12/18/20	10 days
1011	4.7.4.3	FDLE Approves FIBRS Training	0%	Fri 12/18/20	Fri 12/18/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1012	**4.8**	**FDLE Onboarding Agencies - Certification**	**0%**	**Mon 10/19/20**	**Tue 2/2/21**	**72 days**
1013	4.8.1	FDLE onboarding agencies – group1	0%	Mon 10/19/20	Fri 10/30/20	10 days
1014	4.8.2	FDLE onboarding agencies – group2	0%	Fri 11/13/20	Mon 11/30/20	10 days
1015	4.8.3	FDLE onboarding agencies – group3	0%	Mon 12/21/20	Tue 1/5/21	10 days
1016	4.8.4	FDLE onboarding agencies – group4	0%	Wed 1/6/21	Wed 1/20/21	10 days
1017	4.8.5	FDLE onboarding agencies – group5	0%	Thu 1/21/21	Tue 2/2/21	9 days
1018	**4.9**	**System Enhancement/Defect Resolution Round 1**	**0%**	**Mon 10/19/20**	**Thu 1/28/21**	**69 days**
1019	**4.9.1**	**Requirement Gathering for enhancement**	**0%**	**Mon 10/19/20**	**Tue 11/24/20**	**26 days**
1020	4.9.1.1	Requirement sessions with business - Enhancement/Defect Resolution Round 1	0%	Mon 10/19/20	Thu 10/29/20	9 days
1021	4.9.1.2	Create / update use case - Enhancement/Defect Resolution Round 1	0%	Fri 10/30/20	Thu 11/5/20	5 days
1022	4.9.1.3	Review use case - Enhancement/Defect Resolution Round 1	0%	Fri 11/6/20	Fri 11/13/20	5 days
1023	4.9.1.4	Update use case - Enhancement/Defect Resolution Round 1	0%	Mon 11/16/20	Tue 11/17/20	2 days
1024	4.9.1.5	Approve Use case - Enhancement/Defect Resolution Round 1	0%	Wed 11/18/20	Tue 11/24/20	5 days
1025	**4.9.2**	**Code Development**	**0%**	**Wed 11/25/20**	**Thu 12/10/20**	**11 days**
1026	4.9.2.1	Code creation - Enhancement/Defect Resolution Round 1	0%	Wed 11/25/20	Wed 12/2/20	5 days
1027	4.9.2.2	Deployment in DEV - Enhancement/Defect Resolution Round 1	0%	Thu 12/3/20	Thu 12/3/20	1 day
1028	4.9.2.3	Unit Testing - Enhancement/Defect Resolution Round 1	0%	Fri 12/4/20	Thu 12/10/20	5 days
1029	**4.9.3**	**Integration Testing/Regression Testing by GCOM**	**0%**	**Fri 12/11/20**	**Thu 12/24/20**	**10 days**
1030	4.9.3.1	Create / update Test case - Enhancement/Defect Resolution Round 1	0%	Fri 12/11/20	Mon 12/14/20	2 days
1031	4.9.3.2	Review test case - Enhancement/Defect Resolution Round 1	0%	Tue 12/15/20	Wed 12/16/20	2 days
1032	4.9.3.3	Create test data - Enhancement/Defect Resolution Round 1	0%	Tue 12/15/20	Wed 12/16/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1033	4.9.3.4	Conduct integration testing - Enhancement/Defect Resolution Round 1	0%	Thu 12/17/20	Wed 12/23/20	5 days
1034	4.9.3.5	Updating JIRA - Enhancement/Defect Resolution Round 1	0%	Thu 12/24/20	Thu 12/24/20	1 day
1035	**4.9.4**	**FAT & UAT by FDLE**	**0%**	**Mon 12/28/20**	**Wed 1/20/21**	**16 days**
1036	4.9.4.1	Create / update Test case - Enhancement/Defect Resolution Round 1	0%	Mon 12/28/20	Mon 1/4/21	5 days
1037	4.9.4.2	Review test case - Enhancement/Defect Resolution Round 1	0%	Tue 1/5/21	Mon 1/11/21	5 days
1038	4.9.4.3	Create test data - Enhancement/Defect Resolution Round 1	0%	Tue 1/5/21	Mon 1/11/21	5 days
1039	4.9.4.4	Conduct integration testing - Enhancement/Defect Resolution Round 1	0%	Tue 1/12/21	Tue 1/19/21	5 days
1040	4.9.4.5	Updating JIRA - Enhancement/Defect Resolution Round 1	0%	Wed 1/20/21	Wed 1/20/21	1 day
1041	**4.9.5**	**Deployment in Production**	**0%**	**Tue 1/5/21**	**Thu 1/28/21**	**17 days**
1042	4.9.5.1	Implementation plan - Enhancement/Defect Resolution Round 1	0%	Tue 1/5/21	Mon 1/11/21	5 days
1043	4.9.5.2	Review - Enhancement/Defect Resolution Round 1	0%	Tue 1/12/21	Tue 1/19/21	5 days
1044	4.9.5.3	Approval - Enhancement/Defect Resolution Round 1	0%	Wed 1/20/21	Tue 1/26/21	5 days
1045	4.9.5.4	Deployment in production - Enhancement/Defect Resolution Round 1	0%	Wed 1/27/21	Thu 1/28/21	2 days
1046	**4.10**	**System Enhancement/Defect Resolution Round 2**	**0%**	**Wed 2/3/21**	**Tue 5/4/21**	**65 days**
1047	**4.10.1**	**Requirement Gathering for enhancement**	**0%**	**Wed 2/3/21**	**Fri 3/5/21**	**23 days**
1048	4.10.1.1	Requirement sessions with business - Enhancement/Defect Resolution Round 2	0%	Wed 2/3/21	Fri 2/12/21	8 days
1049	4.10.1.2	Create / update use case - Enhancement/Defect Resolution Round 2	0%	Tue 2/16/21	Mon 2/22/21	5 days
1050	4.10.1.3	Review use case - Enhancement/Defect Resolution Round 2	0%	Tue 2/23/21	Mon 3/1/21	5 days
1051	4.10.1.4	Update use case - Enhancement/Defect Resolution Round 2	0%	Tue 3/2/21	Wed 3/3/21	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1052	4.10.1.5	Approve Use case - Enhancement/Defect Resolution Round 2	0%	Thu 3/4/21	Fri 3/5/21	2 days
1053	**4.10.2**	**Code Development**	**0%**	**Mon 3/8/21**	**Mon 3/22/21**	**11 days**
1054	4.10.2.1	Code creation - Enhancement/Defect Resolution Round 2	0%	Mon 3/8/21	Fri 3/12/21	5 days
1055	4.10.2.2	Deployment in DEV - Enhancement/Defect Resolution Round 2	0%	Mon 3/15/21	Mon 3/15/21	1 day
1056	4.10.2.3	Unit Testing - Enhancement/Defect Resolution Round 2	0%	Tue 3/16/21	Mon 3/22/21	5 days
1057	**4.10.3**	**Integration Testing/Regression Testing by GCOM**	**0%**	**Tue 3/23/21**	**Mon 4/5/21**	**10 days**
1058	4.10.3.1	Create / update Test case - Enhancement/Defect Resolution Round 2	0%	Tue 3/23/21	Wed 3/24/21	2 days
1059	4.10.3.2	Review test case - Enhancement/Defect Resolution Round 2	0%	Thu 3/25/21	Fri 3/26/21	2 days
1060	4.10.3.3	Create test data - Enhancement/Defect Resolution Round 2	0%	Thu 3/25/21	Fri 3/26/21	2 days
1061	4.10.3.4	Conduct integration testing - Enhancement/Defect Resolution Round 2	0%	Mon 3/29/21	Fri 4/2/21	5 days
1062	4.10.3.5	Updating JIRA - Enhancement/Defect Resolution Round 2	0%	Mon 4/5/21	Mon 4/5/21	1 day
1063	**4.10.4**	**FAT & UAT by FDLE**	**0%**	**Tue 4/6/21**	**Tue 4/27/21**	**16 days**
1064	4.10.4.1	Create / update Test case - Enhancement/Defect Resolution Round 2	0%	Tue 4/6/21	Mon 4/12/21	5 days
1065	4.10.4.2	Review test case - Enhancement/Defect Resolution Round 2	0%	Tue 4/13/21	Mon 4/19/21	5 days
1066	4.10.4.3	Create test data - Enhancement/Defect Resolution Round 2	0%	Tue 4/13/21	Mon 4/19/21	5 days
1067	4.10.4.4	Conduct integration testing - Enhancement/Defect Resolution Round 2	0%	Tue 4/20/21	Mon 4/26/21	5 days
1068	4.10.4.5	Updating JIRA - Enhancement/Defect Resolution Round 2	0%	Tue 4/27/21	Tue 4/27/21	1 day
1069	**4.10.5**	**Deployment in Production**	**0%**	**Tue 4/13/21**	**Tue 5/4/21**	**16 days**

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1070	4.10.5.1	Implementation plan - Enhancement/Defect Resolution Round 2	0%	Tue 4/13/21	Fri 4/16/21	4 days
1071	4.10.5.2	Review - Enhancement/Defect Resolution Round 2	0%	Mon 4/19/21	Fri 4/23/21	5 days
1072	4.10.5.3	Approval - Enhancement/Defect Resolution Round 2	0%	Mon 4/26/21	Fri 4/30/21	5 days
1073	4.10.5.4	Deployment in production - Enhancement/Defect Resolution Round 2	0%	Mon 5/3/21	Tue 5/4/21	2 days
1074	**4.11**	**System Enhancement/Defect Resolution Round 3**	**0%**	**Wed 5/5/21**	**Tue 8/3/21**	**63 days**
1075	**4.11.1**	**Requirement Gathering for enhancement**	**0%**	**Wed 5/5/21**	**Tue 6/1/21**	**19 days**
1076	4.11.1.1	Requirement sessions with business - Enhancement/Defect Resolution Round 3	0%	Wed 5/5/21	Tue 5/11/21	5 days
1077	4.11.1.2	Create / update use case - Enhancement/Defect Resolution Round 3	0%	Wed 5/12/21	Tue 5/18/21	5 days
1078	4.11.1.3	Review use case - Enhancement/Defect Resolution Round 3	0%	Wed 5/19/21	Tue 5/25/21	5 days
1079	4.11.1.4	Update use case - Enhancement/Defect Resolution Round 3	0%	Wed 5/26/21	Thu 5/27/21	2 days
1080	4.11.1.5	Approve Use case - Enhancement/Defect Resolution Round 3	0%	Fri 5/28/21	Tue 6/1/21	2 days
1081	**4.11.2**	**Code Development**	**0%**	**Wed 6/2/21**	**Wed 6/16/21**	**11 days**
1082	4.11.2.1	Code creation - Enhancement/Defect Resolution Round 3	0%	Wed 6/2/21	Tue 6/8/21	5 days
1083	4.11.2.2	Deployment in DEV - Enhancement/Defect Resolution Round 3	0%	Wed 6/9/21	Wed 6/9/21	1 day
1084	4.11.2.3	Unit Testing - Enhancement/Defect Resolution Round 3	0%	Thu 6/10/21	Wed 6/16/21	5 days
1085	**4.11.3**	**Integration Testing/Regression Testing by GCOM**	**0%**	**Thu 6/17/21**	**Wed 6/30/21**	**10 days**
1086	4.11.3.1	Create / update Test case - Enhancement/Defect Resolution Round 3	0%	Thu 6/17/21	Fri 6/18/21	2 days
1087	4.11.3.2	Review test case - Enhancement/Defect Resolution Round 3	0%	Mon 6/21/21	Tue 6/22/21	2 days
1088	4.11.3.3	Create test data - Enhancement/Defect Resolution Round 3	0%	Mon 6/21/21	Tue 6/22/21	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1089	4.11.3.4	Conduct integration testing - Enhancement/Defect Resolution Round 3	0%	Wed 6/23/21	Tue 6/29/21	5 days
1090	4.11.3.5	Updating JIRA - Enhancement/Defect Resolution Round 3	0%	Wed 6/30/21	Wed 6/30/21	1 day
1091	**4.11.4**	**FAT & UAT by FDLE**	**0%**	**Thu 7/1/21**	**Fri 7/23/21**	**16 days**
1092	4.11.4.1	Create / update Test case - Enhancement/Defect Resolution Round 3	0%	Thu 7/1/21	Thu 7/8/21	5 days
1093	4.11.4.2	Review test case - Enhancement/Defect Resolution Round 3	0%	Fri 7/9/21	Thu 7/15/21	5 days
1094	4.11.4.3	Create test data - Enhancement/Defect Resolution Round 3	0%	Fri 7/9/21	Thu 7/15/21	5 days
1095	4.11.4.4	Conduct integration testing - Enhancement/Defect Resolution Round 3	0%	Fri 7/16/21	Thu 7/22/21	5 days
1096	4.11.4.5	Updating JIRA - Enhancement/Defect Resolution Round 3	0%	Fri 7/23/21	Fri 7/23/21	1 day
1097	**4.11.5**	**Deployment in Production**	**0%**	**Fri 7/9/21**	**Tue 8/3/21**	**18 days**
1098	4.11.5.1	Implementation plan - Enhancement/Defect Resolution Round 3	0%	Fri 7/9/21	Thu 7/15/21	5 days
1099	4.11.5.2	Review - Enhancement/Defect Resolution Round 3	0%	Fri 7/16/21	Thu 7/22/21	5 days
1100	4.11.5.3	Approval - Enhancement/Defect Resolution Round 3	0%	Mon 7/26/21	Fri 7/30/21	5 days
1101	4.11.5.4	Deployment in production - Enhancement/Defect Resolution Round 3	0%	Mon 8/2/21	Tue 8/3/21	2 days
1102	**4.12**	**FIBRS Production Disaster Recovery (DR) Exercise - FIBRS**	**0%**	**Tue 5/4/21**	**Wed 6/30/21**	**40 days**
1103	4.12.1	FDLE ITS DR Environment Readiness	0%	Tue 5/4/21	Tue 5/4/21	0 days
1104	4.12.2	Setup DR Environment by GCOM	0%	Wed 5/5/21	Tue 5/18/21	10 days
1105	4.12.3	Installed and Configured Products - DR (FIBRS DR Env. Setup)	0%	Wed 5/19/21	Fri 5/28/21	8 days
1106	4.12.4	Notify Business Units of Planned DR Exercise	0%	Tue 6/1/21	Tue 6/1/21	1 day
1107	4.12.5	Ensure System backup's are complete	0%	Wed 6/2/21	Fri 6/4/21	3 days
1108	4.12.6	Perform Cutover to DR Site	0%	Mon 6/7/21	Wed 6/9/21	3 days
1109	4.12.7	Evaluate Data Quality	0%	Thu 6/10/21	Mon 6/14/21	3 days
1110	4.12.8	Evaluate System Performance	0%	Tue 6/15/21	Thu 6/17/21	3 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1111	4.12.9	Validate Connectivity to all systems	0%	Fri 6/18/21	Mon 6/21/21	2 days
1112	4.12.10	Operate at DR Location	0%	Tue 6/22/21	Wed 6/23/21	2 days
1113	4.12.11	Ensure System backup's are complete	0%	Thu 6/24/21	Thu 6/24/21	1 day
1114	4.12.12	Perform Cutover to Prime Operating Site	0%	Fri 6/25/21	Fri 6/25/21	1 day
1115	4.12.13	Validate Data and Systems Operations	0%	Mon 6/28/21	Wed 6/30/21	3 days
1116	4.12.14	FDLE Approves Disaster Recovery (DR) - FIBRS	0%	Wed 6/30/21	Wed 6/30/21	0 days
1117	**4.13**	**Operations Acceptance Test - FIBRS**	**0%**	**Thu 7/1/21**	**Thu 9/30/21**	**64 days**
1118	4.13.1	Conduct Operations Acceptance Test - Week 1-2	0%	Thu 7/1/21	Thu 7/15/21	10 days
1119	4.13.2	Conduct Operations Acceptance Test - Week 3-4	0%	Fri 7/16/21	Thu 7/29/21	10 days
1120	4.13.3	Conduct Operations Acceptance Test - Week 5-6	0%	Fri 7/30/21	Thu 8/12/21	10 days
1121	4.13.4	Conduct Operations Acceptance Test - Week 7-8	0%	Fri 8/13/21	Thu 8/26/21	10 days
1122	4.13.5	Conduct Operations Acceptance Test - Week 9-10	0%	Fri 8/27/21	Fri 9/10/21	10 days
1123	4.13.6	Conduct Operations Acceptance Test - Week 11-12	0%	Mon 9/13/21	Fri 9/24/21	10 days
1124	4.13.7	FDLE Approves Operational Acceptance Test	0%	Mon 9/27/21	Thu 9/30/21	4 days
1125	4.13.8	FDLE Approves Operational Acceptance Testing - FIBRS	0%	Thu 9/30/21	Thu 9/30/21	0 days
1126	**5**	**Master Name Index (MNI)**	**0%**	**Wed 11/25/20**	**Fri 6/25/21**	**148 days**
1127	**5.1**	**Requirement Gathering for MNI**	**0%**	**Wed 11/25/20**	**Tue 2/23/21**	**61 days**
1128	5.1.1	Requirement sessions with business - MNI	0%	Wed 11/25/20	Wed 12/9/20	10 days
1129	5.1.2	Requirement sessions with business - MNI	0%	Thu 12/10/20	Wed 12/23/20	10 days
1130	5.1.3	Requirement sessions with business - MNI	0%	Thu 12/24/20	Fri 1/8/21	10 days
1131	5.1.4	Create / update use case - MNI	0%	Mon 1/11/21	Mon 1/25/21	10 days
1132	5.1.5	Review use case - MNI	0%	Tue 1/26/21	Mon 2/8/21	10 days
1133	5.1.6	Update use case - MNI	0%	Tue 2/9/21	Tue 2/16/21	5 days
1134	5.1.7	Approve Use case - MNI	0%	Wed 2/17/21	Tue 2/23/21	5 days
1135	**5.2**	**Develop Solution Test Plan**	**0%**	**Fri 12/11/20**	**Mon 1/25/21**	**29 days**
1136	5.2.1	Develop Solution Test Plan - MNI	0%	Fri 12/11/20	Thu 12/24/20	10 days
1137	5.2.2	Review Solution Test Plan - MNI - Cycle 1	0%	Mon 12/28/20	Mon 1/4/21	5 days
1138	5.2.3	Update Solution Test Plan - MNI - Cycle 1	0%	Tue 1/5/21	Wed 1/6/21	2 days
1139	5.2.4	Review Solution Test Plan - MNI - Cycle 2	0%	Thu 1/7/21	Wed 1/13/21	5 days
1140	5.2.5	Update Solution Test Plan - MNI - Cycle 2	0%	Thu 1/14/21	Fri 1/15/21	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1141	5.2.6	Final Review Solution Test Plan - MNI	0%	Tue 1/19/21	Mon 1/25/21	5 days
1142	**5.3**	**Develop Installation Plan**	**0%**	**Tue 1/26/21**	**Thu 3/11/21**	**33 days**
1143	5.3.1	Develop Installation Plan - MNI	0%	Tue 1/26/21	Wed 2/3/21	7 days
1144	5.3.2	Review Installation Plan - MNI - Cycle 1	0%	Thu 2/4/21	Wed 2/17/21	10 days
1145	5.3.3	Update Installation Plan - MNI - Cycle 1	0%	Thu 2/18/21	Mon 2/22/21	3 days
1146	5.3.4	Review Installation Plan - MNI - Cycle 2	0%	Tue 2/23/21	Mon 3/1/21	5 days
1147	5.3.5	Update Installation Plan - MNI - Cycle 2	0%	Tue 3/2/21	Thu 3/4/21	3 days
1148	5.3.6	Final Review Installation Plan - MNI	0%	Fri 3/5/21	Thu 3/11/21	5 days
1149	**5.4**	**Code Development**	**0%**	**Wed 2/24/21**	**Wed 3/24/21**	**21 days**
1150	5.4.1	Code creation - MNI	0%	Wed 2/24/21	Tue 3/9/21	10 days
1151	5.4.2	Deployment in DEV - MNI	0%	Wed 3/10/21	Wed 3/10/21	1 day
1152	5.4.3	Unit Testing - MNI	0%	Thu 3/11/21	Wed 3/24/21	10 days
1153	**5.5**	**Integration Testing by GCOM**	**0%**	**Wed 2/24/21**	**Fri 4/9/21**	**33 days**
1154	5.5.1	Create / update Test case - MNI	0%	Wed 2/24/21	Tue 3/9/21	10 days
1155	5.5.2	Review test case - MNI	0%	Wed 3/10/21	Tue 3/23/21	10 days
1156	5.5.3	Create test data - MNI	0%	Wed 3/10/21	Tue 3/23/21	10 days
1157	5.5.4	Conduct integration testing - MNI	0%	Thu 3/25/21	Wed 4/7/21	10 days
1158	5.5.5	Updating JIRA - MNI	0%	Thu 4/8/21	Fri 4/9/21	2 days
1159	**5.6**	**Solution Testing (FAT & UAT by FDLE)**	**0%**	**Fri 3/12/21**	**Mon 6/14/21**	**66 days**
1160	5.6.1	Create / update Test Case - MNI	0%	Fri 3/12/21	Thu 3/25/21	10 days
1161	5.6.2	Review test case - MNI	0%	Fri 3/26/21	Thu 4/8/21	10 days
1162	5.6.3	Create test data - MNI	0%	Fri 3/26/21	Thu 4/8/21	10 days
1163	5.6.4	Conduct UAT/FAT - MNI - Cycle 1	0%	Mon 4/12/21	Fri 4/23/21	10 days
1164	5.6.5	Fix Defects - MNI - Cycle 1	0%	Mon 4/26/21	Fri 5/7/21	10 days
1165	5.6.6	Conduct UAT/FAT - MNI - Cycle 2	0%	Mon 5/10/21	Fri 5/21/21	10 days
1166	5.6.7	Fix Defects - MNI - Cycle 2	0%	Mon 5/24/21	Fri 5/28/21	5 days
1167	5.6.8	Conduct UAT/FAT - MNI -Cycle 3	0%	Tue 6/1/21	Thu 6/10/21	8 days
1168	5.6.9	Updating JIRA - MNI	0%	Fri 6/11/21	Mon 6/14/21	2 days
1169	**5.7**	**Develop Implementation Plan**	**0%**	**Mon 4/12/21**	**Thu 6/10/21**	**43 days**
1170	5.7.1	Develop Implementation Plan - MNI	0%	Mon 4/12/21	Fri 4/23/21	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
1171	5.7.2	Review Implementation Plan - MNI - Cycle 1	0%	Mon 4/26/21	Fri 5/7/21	10 days
1172	5.7.3	Update Implementation Plan - MNI - Cycle 1	0%	Mon 5/10/21	Fri 5/14/21	5 days
1173	5.7.4	Review Implementation Plan - MNI - Cycle 2	0%	Mon 5/17/21	Fri 5/21/21	5 days
1174	5.7.5	Update Implementation Plan - MNI - Cycle 2	0%	Mon 5/24/21	Fri 5/28/21	5 days
1175	5.7.6	Review and Approve Implementation Plan - MNI	0%	Tue 6/1/21	Thu 6/10/21	8 days
1176	**5.8**	**Deployment in Production**	**0%**	**Tue 6/15/21**	**Fri 6/25/21**	**9 days**
1177	5.8.1	Implemented Solution - Deployment in production - MNI	0%	Tue 6/15/21	Fri 6/25/21	9 days
1178	5.8.2	MNI - Go Live	0%	Fri 6/25/21	Fri 6/25/21	0 days
3	**1.2**	**FDLE FIBRS Project Schedule**	**34%**	**Mon 6/1/20**	**Fri 6/30/23**	**799 days**
1	**FIBRS-1**	**Perform FDLE FIBRS Schedule**	**34%**	**Mon 6/1/20**	**Fri 6/30/23**	**799 days**
2	**FIBRS-1.**	**Perform Planning Tasks**	**58%**	**Mon 6/1/20**	**Mon 11/23/20**	**123 days**
3	**FIBRS-1.**	**Create FDLE FIBRS Schedule**	**100%**	**Mon 6/1/20**	**Fri 6/26/20**	**20 days**
4	FIBRS-1.1	Create Schedule	100%	Mon 6/1/20	Fri 6/5/20	5 days
5	FIBRS-1.1	Review Schedule	100%	Mon 6/8/20	Fri 6/19/20	10 days
6	FIBRS-1.1	Review Schedule - 2	100%	Mon 6/22/20	Wed 6/24/20	3 days
7	FIBRS-1.1	Update Schedule	100%	Thu 6/25/20	Thu 6/25/20	1 day
8	FIBRS-1.1	Baseline Schedules	100%	Fri 6/26/20	Fri 6/26/20	1 day
9	FIBRS-1.1	MILESTONE - FDLE FIBRS Schedule - Completed	100%	Fri 6/26/20	Fri 6/26/20	0 days
10	**FIBRS-1.**	**Approve FDLE's Project Management Plan**	**100%**	**Mon 6/8/20**	**Tue 7/7/20**	**21 days**
11	FIBRS-1.1	Verify FDLE's Project Management Plan	100%	Mon 6/8/20	Fri 6/19/20	10 days
12	FIBRS-1.1	Verify FDLE's Project Management Plan - 2	100%	Mon 6/22/20	Mon 7/6/20	10 days
13	FIBRS-1.1	Review FDLE's Project Management Plan	100%	Tue 7/7/20	Tue 7/7/20	1 day
14	FIBRS-1.1	Update FDLE's Project Management Plan	100%	Tue 7/7/20	Tue 7/7/20	0 days
15	FIBRS-1.1	Approve FDLE's Project Management Plan	100%	Tue 7/7/20	Tue 7/7/20	1 day
16	FIBRS-1.1	MILESTONE - FDLE's Project Management Plan - Completed	100%	Tue 7/7/20	Tue 7/7/20	0 days
17	**FIBRS-1.**	**Establish IV&V**	**39%**	**Mon 6/1/20**	**Mon 11/23/20**	**123 days**
18	FIBRS-1.1	Select IV&V Vendor	100%	Mon 6/1/20	Mon 6/1/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
19	FIBRS-1.1	Determine Funding for CJDT & UAA Portion of Contract - 1	100%	Fri 7/10/20	Thu 7/23/20	10 days
20	FIBRS-1.1	Determine Funding for CJDT & UAA Portion of Contract - 2	100%	Fri 7/24/20	Thu 8/6/20	10 days
21	FIBRS-1.1	Determine Funding for CJDT & UAA Portion of Contract - 3	100%	Fri 8/7/20	Thu 8/20/20	10 days
22	FIBRS-1.1	Determine Funding for CJDT & UAA Portion of Contract - 4	60%	Fri 8/21/20	Thu 9/3/20	10 days
23	FIBRS-1.1	Determine Funding for CJDT & UAA Portion of Contract - 5	0%	Fri 9/4/20	Fri 9/18/20	10 days
24	FIBRS-1.1	Send IV&V Staff Background Packets	0%	Mon 9/21/20	Fri 10/2/20	10 days
25	FIBRS-1.1	Begin Background Checks on IV&V Staff	0%	Mon 10/5/20	Fri 10/16/20	10 days
26	FIBRS-1.1	Perform Background Checks on IV&V Staff	0%	Mon 10/19/20	Fri 10/30/20	10 days
27	FIBRS-1.1	Continue Background Checks on IV&V Staff	0%	Mon 11/2/20	Mon 11/16/20	10 days
28	FIBRS-1.1	Create Purchase Order for IV&V	0%	Tue 11/17/20	Mon 11/23/20	5 days
29	FIBRS-1.1	MILESTONE - Establish IV&V - Completed	0%	Mon 11/23/20	Mon 11/23/20	0 days
30	FIBRS-1.1	Complete Phase Gate R&C Assessment	100%	Tue 7/28/20	Tue 7/28/20	1 day
31	FIBRS-1.1	MILESTONE - Perform Planning Tasks - Completed	0%	Mon 11/23/20	Mon 11/23/20	0 days
32	**FIBRS-1.2**	**Execute and Monitor FY 2019-20 Tasks**	**100%**	**Mon 6/1/20**	**Tue 6/30/20**	**22 days**
33	**FIBRS-1.2**	**Conduct June 2020 Monitoring**	**100%**	**Mon 6/1/20**	**Tue 6/30/20**	**22 days**
34	FIBRS-1.2	Create May 2020 Status Report (Update Spend Plan)	100%	Mon 6/1/20	Fri 6/5/20	5 days
35	FIBRS-1.2	Review May 2020 Status Report	100%	Mon 6/8/20	Tue 6/9/20	2 days
36	FIBRS-1.2	Approve May 2020 Status Report	100%	Tue 6/9/20	Tue 6/9/20	1 day
37	**FIBRS-1.2**	**Organize Project Meetings**	**100%**	**Fri 6/5/20**	**Fri 6/26/20**	**16 days**
38	FIBRS-1.2	Conduct PSC Meeting - 1st of the Month	100%	Tue 6/9/20	Tue 6/9/20	1 day
39	FIBRS-1.2	Conduct Project Sponsor Status Meeting	100%	Wed 6/10/20	Wed 6/10/20	1 day
40	FIBRS-1.2	Conduct ESC Meeting - 1st of the Month	100%	Fri 6/12/20	Fri 6/12/20	1 day
41	FIBRS-1.2	Conduct PSC Meeting - Mid-month Meeting	100%	Wed 6/24/20	Wed 6/24/20	1 day
42	FIBRS-1.2	Conduct ESC Meeting - Mid-month Meeting	100%	Thu 6/18/20	Thu 6/18/20	1 day
43	FIBRS-1.2	Conduct Weekly PM Meeting with Vendor - 1	100%	Fri 6/5/20	Fri 6/5/20	1 day
44	FIBRS-1.2	Conduct Weekly PM Meeting with Vendor - 2	100%	Fri 6/12/20	Fri 6/12/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
45	FIBRS-1.2	Conduct Weekly PM Meeting with Vendor - 3	100%	Fri 6/19/20	Fri 6/19/20	1 day
46	FIBRS-1.2	Conduct Weekly PM Meeting with Vendor - 4	100%	Fri 6/26/20	Fri 6/26/20	1 day
47	**FIBRS-1.2**	**Perform Monthly Project Tasks**	**100%**	**Mon 6/1/20**	**Tue 6/30/20**	**22 days**
48	FIBRS-1.2	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	100%	Mon 6/1/20	Fri 6/12/20	10 days
49	FIBRS-1.2	Communicate with Stakeholders, Customers, and Project Team	100%	Mon 6/15/20	Fri 6/26/20	10 days
50	FIBRS-1.2	Update Schedule Weekly - 1	100%	Mon 6/8/20	Mon 6/8/20	1 day
51	FIBRS-1.2	Update Schedule Weekly - 2	100%	Mon 6/15/20	Mon 6/15/20	1 day
52	FIBRS-1.2	Update Schedule Weekly - 3	100%	Mon 6/22/20	Mon 6/22/20	1 day
53	FIBRS-1.2	Update Schedule Weekly - 4	100%	Mon 6/29/20	Mon 6/29/20	1 day
54	FIBRS-1.2	Review and Update Project Documentation, as required	100%	Mon 6/29/20	Tue 6/30/20	2 days
55	FIBRS-1.2	MILESTONE - Conduct June 2020 Monitoring	100%	Tue 6/30/20	Tue 6/30/20	0 days
56	FIBRS-1.2	MILESTONE - Execute and Monitor FY 2019-20 Tasks - Completed	100%	Tue 6/30/20	Tue 6/30/20	0 days
57	**FIBRS-1.3**	**Conduct State Financial Assistance Application Evaluation**	**68%**	**Mon 6/1/20**	**Fri 10/9/20**	**93 days**
58	**FIBRS-1.3**	**Establish Criteria Team**	**100%**	**Mon 6/1/20**	**Tue 6/16/20**	**12 days**
59	FIBRS-1.3	Create Rubric	100%	Mon 6/1/20	Fri 6/5/20	5 days
60	FIBRS-1.3	Perform Training for Evaluation Team	100%	Tue 6/16/20	Tue 6/16/20	1 day
61	**FIBRS-1.3**	**Establish Evaluation Team**	**100%**	**Wed 6/17/20**	**Thu 7/16/20**	**21 days**
62	FIBRS-1.3	Attend Training	100%	Wed 6/17/20	Wed 6/17/20	1 day
63	FIBRS-1.3	Perform Evaluation of Applications - Session 1	100%	Thu 6/18/20	Wed 7/1/20	10 days
64	FIBRS-1.3	Perform Evaluation of Applications - Session 2	100%	Thu 7/2/20	Thu 7/16/20	10 days
65	**FIBRS-1.3**	**Notify Selected Applicants**	**53%**	**Fri 7/17/20**	**Fri 10/9/20**	**60 days**
66	FIBRS-1.3	Identify Selected Applicants	100%	Fri 7/17/20	Thu 7/30/20	10 days
67	FIBRS-1.3	Approve Selected Applicants	100%	Fri 7/31/20	Thu 8/13/20	10 days
68	FIBRS-1.3	Approve Selected Applicants - 2	100%	Fri 8/14/20	Thu 8/27/20	10 days
69	FIBRS-1.3	Approve Selected Applicants - 3	20%	Fri 8/28/20	Fri 9/11/20	10 days
70	FIBRS-1.3	Create Selection Letters	0%	Mon 9/14/20	Fri 9/25/20	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
71	FIBRS-1.3	Create Denial Letters	0%	Mon 9/28/20	Fri 10/9/20	10 days
72	FIBRS-1.3	MILESTONE - Conduct State Financial Assistance Application Evaluation - Completed	0%	Fri 10/9/20	Fri 10/9/20	0 days
73	**FIBRS-1.4**	**Conduct Statewide RMS Contract**	**23%**	**Wed 7/1/20**	**Thu 1/7/21**	**131 days**
74	FIBRS-1.4	Evaluate FY 2020-21 Alternate Funding Source Contract	100%	Wed 7/1/20	Wed 7/15/20	10 days
75	FIBRS-1.4	Submit FY 2020-21 Alternate Funding Source Contract	100%	Fri 7/31/20	Thu 8/13/20	10 days
76	FIBRS-1.4	Review FY 2020-21 Alternate Funding Source Contract	100%	Fri 8/14/20	Thu 8/27/20	10 days
77	FIBRS-1.4	Submit RFQ using Alternate Funding Source	20%	Fri 8/28/20	Fri 9/11/20	10 days
78	FIBRS-1.4	Answer RFQ Questions	0%	Mon 9/14/20	Fri 9/25/20	10 days
79	FIBRS-1.4	Receive RFQ Responses	0%	Mon 9/28/20	Fri 10/9/20	10 days
80	FIBRS-1.4	Evaluate RFQ Responses	0%	Mon 10/12/20	Fri 10/23/20	10 days
81	FIBRS-1.4	Select RMS Vendor	0%	Mon 10/26/20	Fri 11/6/20	10 days
82	FIBRS-1.4	Create RMS Contract	0%	Mon 11/9/20	Mon 11/23/20	10 days
83	FIBRS-1.4	Conduct Background Checks on RMS Vendor Staff	0%	Tue 11/24/20	Wed 12/9/20	10 days
84	FIBRS-1.4	Check on Background Checks for RMS Vendor Staff	0%	Thu 12/10/20	Wed 12/23/20	10 days
85	FIBRS-1.4	Complete Background Checks for RMS Vendor Staff	0%	Thu 12/24/20	Thu 1/7/21	10 days
86	FIBRS-1.4	MILESTONE - Conduct Statewide RMS Contract - Completed	0%	Thu 1/7/21	Thu 1/7/21	0 days
87	**FIBRS-1.5**	**Execute and Monitor FY 2020-21 Tasks**	**40%**	**Wed 7/1/20**	**Wed 6/30/21**	**255 days**
88	**FIBRS-1.5**	**Conduct July 2020 Monitoring**	**95%**	**Wed 7/1/20**	**Wed 9/9/20**	**49 days**
89	FIBRS-1.5	Create June 2020 Status Report (Update Spend Plan)	100%	Wed 7/1/20	Mon 7/6/20	3 days
90	FIBRS-1.5	Review June 2020 Status Report	100%	Tue 7/7/20	Wed 7/8/20	2 days
91	FIBRS-1.5	Approve June 2020 Status Report	100%	Thu 7/9/20	Thu 7/9/20	1 day
92	**FIBRS-1.5**	**Create 4th Quarter FY 2019-20 Status Report**	**100%**	**Fri 7/10/20**	**Fri 8/7/20**	**21 days**
93	FIBRS-1.5	Create 4th Quarter FY 2019-20 Status Report	100%	Fri 7/10/20	Thu 7/23/20	10 days
94	FIBRS-1.5	Review 4th Quarter FY 2019-20 Status Report	100%	Tue 8/4/20	Thu 8/6/20	3 days
95	FIBRS-1.5	Approve 4th Quarter FY 2019-20 Status Report	100%	Fri 8/7/20	Fri 8/7/20	1 day
96	**FIBRS-1.5**	**Create FY 20-21 Spend Plan**	**88%**	**Wed 7/1/20**	**Wed 9/9/20**	**49 days**
97	FIBRS-1.5	Create FY 20-21 Spend Plan	100%	Wed 7/1/20	Wed 7/15/20	10 days
98	FIBRS-1.5	Review FY 20-21 Spend Plan	100%	Thu 7/16/20	Wed 7/29/20	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
99	FIBRS-1.5	Review FY 20-21 Spend Plan - 2	100%	Thu 7/30/20	Mon 8/3/20	3 days
100	FIBRS-1.5	Update FY 20-21 Spend Plan	100%	Tue 8/4/20	Tue 8/4/20	1 day
101	FIBRS-1.5	Review FY 20-21 Spend Plan	100%	Wed 8/5/20	Thu 8/6/20	2 days
102	FIBRS-1.5	Update FY 20-21 Spend Plan	100%	Fri 8/7/20	Mon 8/10/20	2 days
103	FIBRS-1.5	Wait for Change Request FIBRS-PCR-004 to be approved	100%	Tue 8/11/20	Mon 8/24/20	10 days
104	FIBRS-1.5	Update based on Change Request FIBRS-PCR-004	50%	Tue 8/25/20	Tue 9/8/20	10 days
105	FIBRS-1.5	Review and Approve FY 20-21 Spend Plan (Baseline)	0%	Wed 9/9/20	Wed 9/9/20	1 day
106	**FIBRS-1.5**	**Organize Project Meetings**	**100%**	**Thu 7/2/20**	**Fri 7/31/20**	**21 days**
107	FIBRS-1.5	Conduct PSC Meeting - 1st of the Month	100%	Thu 7/9/20	Thu 7/9/20	1 day
108	FIBRS-1.5	Conduct Project Sponsor Status Meeting	100%	Fri 7/10/20	Fri 7/10/20	1 day
109	FIBRS-1.5	Conduct PSC Meeting - Mid-month Meeting	100%	Thu 7/23/20	Thu 7/23/20	1 day
110	FIBRS-1.5	Conduct ESC Meeting - Mid-month Meeting	100%	Thu 7/30/20	Thu 7/30/20	1 day
111	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 1	100%	Thu 7/2/20	Thu 7/2/20	1 day
112	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 2	100%	Fri 7/10/20	Fri 7/10/20	1 day
113	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 3	100%	Fri 7/17/20	Fri 7/17/20	1 day
114	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 4	100%	Fri 7/24/20	Fri 7/24/20	1 day
115	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 5	100%	Fri 7/31/20	Fri 7/31/20	1 day
116	**FIBRS-1.5**	**Perform Monthly Project Tasks**	**100%**	**Wed 7/1/20**	**Fri 7/31/20**	**22 days**
117	FIBRS-1.5	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	100%	Wed 7/1/20	Wed 7/15/20	10 days
118	FIBRS-1.5	Communicate with Stakeholders, Customers, and Project Team	100%	Thu 7/16/20	Wed 7/29/20	10 days
119	FIBRS-1.5	Update Schedule Weekly - 1	100%	Mon 7/6/20	Mon 7/6/20	1 day
120	FIBRS-1.5	Update Schedule Weekly - 2	100%	Mon 7/13/20	Mon 7/13/20	1 day
121	FIBRS-1.5	Update Schedule Weekly - 3	100%	Mon 7/20/20	Mon 7/20/20	1 day
122	FIBRS-1.5	Update Schedule Weekly - 4	100%	Mon 7/27/20	Mon 7/27/20	1 day
123	FIBRS-1.5	Review and Update Project Documentation, as required	100%	Thu 7/30/20	Fri 7/31/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
124	FIBRS-1.5	MILESTONE - Conduct July 2020 Monitoring - Completed	0%	Wed 9/9/20	Wed 9/9/20	0 days
125	**FIBRS-1.5**	**Conduct August 2020 Monitoring**	**100%**	**Mon 8/3/20**	**Mon 8/31/20**	**21 days**
126	FIBRS-1.5	Create July 2020 Status Report (Update Spend Plan)	100%	Mon 8/3/20	Wed 8/5/20	3 days
127	FIBRS-1.5	Review July 2020 Status Report	100%	Thu 8/6/20	Thu 8/6/20	1 day
128	FIBRS-1.5	Approve July 2020 Status Report	100%	Fri 8/7/20	Fri 8/7/20	1 day
129	**FIBRS-1.5**	**Organize Project Meetings**	**100%**	**Fri 8/7/20**	**Fri 8/28/20**	**16 days**
130	FIBRS-1.5	Conduct PSC Meeting - 1st of the Month	100%	Fri 8/7/20	Fri 8/7/20	1 day
131	FIBRS-1.5	Conduct Project Sponsor Status Meeting	100%	Fri 8/7/20	Fri 8/7/20	1 day
132	FIBRS-1.5	Conduct PSC Meeting - Mid-month Meeting	100%	Thu 8/20/20	Thu 8/20/20	1 day
133	FIBRS-1.5	Conduct ESC Meeting - Mid-month Meeting	100%	Fri 8/21/20	Fri 8/21/20	1 day
134	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 1	100%	Fri 8/7/20	Fri 8/7/20	1 day
135	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 2	100%	Fri 8/14/20	Fri 8/14/20	1 day
136	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 3	100%	Fri 8/21/20	Fri 8/21/20	1 day
137	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 4	100%	Fri 8/28/20	Fri 8/28/20	1 day
138	**FIBRS-1.5**	**Perform Monthly Project Tasks**	**100%**	**Mon 8/3/20**	**Mon 8/31/20**	**21 days**
139	FIBRS-1.5	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	100%	Mon 8/3/20	Fri 8/14/20	10 days
140	FIBRS-1.5	Communicate with Stakeholders, Customers, and Project Team	100%	Mon 8/17/20	Fri 8/28/20	10 days
141	FIBRS-1.5	Update Schedule Weekly - 1	100%	Mon 8/3/20	Mon 8/3/20	1 day
142	FIBRS-1.5	Update Schedule Weekly - 2	100%	Mon 8/10/20	Mon 8/10/20	1 day
143	FIBRS-1.5	Update Schedule Weekly - 3	100%	Mon 8/17/20	Mon 8/17/20	1 day
144	FIBRS-1.5	Update Schedule Weekly - 4	100%	Mon 8/24/20	Mon 8/24/20	1 day
145	FIBRS-1.5	Update Schedule Weekly - 5	100%	Mon 8/31/20	Mon 8/31/20	1 day
146	FIBRS-1.5	Review and Update Project Documentation, as required	100%	Mon 8/31/20	Mon 8/31/20	1 day
147	FIBRS-1.5	MILESTONE - Conduct August 2020 Monitoring - Completed	100%	Mon 8/31/20	Mon 8/31/20	0 days
148	**FIBRS-1.5**	**Conduct LBR and Schedule IV-B FY 2021-22**	**69%**	**Wed 7/1/20**	**Tue 9/29/20**	**63 days**

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
149	FIBRS-1.5	Evaluate FY 2020-21 Budget	100%	Wed 7/1/20	Wed 7/15/20	10 days
150	FIBRS-1.5	Create FY 20-21 Budget	100%	Thu 7/16/20	Wed 7/29/20	10 days
151	FIBRS-1.5	Create LBR FY 2021-22	100%	Thu 7/30/20	Wed 8/12/20	10 days
152	FIBRS-1.5	Revise Schedule IV-B FY 2020-21 for FY 2021-22	100%	Thu 7/30/20	Wed 8/12/20	10 days
153	FIBRS-1.5	Revise Schedule IV-B FY 2020-21 for FY 2021-22 - 2	100%	Thu 8/13/20	Wed 8/26/20	10 days
154	FIBRS-1.5	Revise Schedule IV-B FY 2020-21 for FY 2021-22 - 3	50%	Thu 8/27/20	Tue 9/8/20	8 days
155	FIBRS-1.5	Review Schedule IV-B FY 2021-22	0%	Wed 9/9/20	Fri 9/11/20	3 days
156	FIBRS-1.5	Update Schedule IV-B FY 2021-22	0%	Mon 9/14/20	Mon 9/14/20	1 day
157	FIBRS-1.5	Review Updated Schedule IV-B FY 2021-22	0%	Tue 9/15/20	Wed 9/16/20	2 days
158	FIBRS-1.5	Modify Schedule IV-B FY 2021-22	0%	Thu 9/17/20	Thu 9/17/20	1 day
159	FIBRS-1.5	Review Modified Schedule IV-B FY2021-22	0%	Fri 9/18/20	Tue 9/22/20	3 days
160	FIBRS-1.5	Update Schedule IV-B FY 2021-22 from PSC Feedback	0%	Wed 9/23/20	Wed 9/23/20	1 day
161	FIBRS-1.5	Send to ESC for Review	0%	Thu 9/24/20	Mon 9/28/20	3 days
162	FIBRS-1.5	Submit Schedule IV-B	0%	Tue 9/29/20	Tue 9/29/20	1 day
163	FIBRS-1.5	MILESTONE - Conduct LBR and Schedule IV-B FY 2021-22 - Completed	0%	Tue 9/29/20	Tue 9/29/20	0 days
164	**FIBRS-1.5**	**Conduct September 2020 Monitoring**	**0%**	**Tue 9/1/20**	**Wed 9/30/20**	**21 days**
165	FIBRS-1.5	Create August 2020 Status Report (Update Spend Plan)	0%	Tue 9/1/20	Fri 9/4/20	4 days
166	FIBRS-1.5	Review August 2020 Status Report	0%	Tue 9/8/20	Tue 9/8/20	1 day
167	FIBRS-1.5	Approve August 2020 Status Report	0%	Wed 9/9/20	Wed 9/9/20	1 day
168	**FIBRS-1.5**	**Organize Project Meetings**	**0%**	**Thu 9/3/20**	**Fri 9/25/20**	**16 days**
169	FIBRS-1.5	Conduct PSC Meeting - 1st of the Month	0%	Wed 9/9/20	Wed 9/9/20	1 day
170	FIBRS-1.5	Conduct Project Sponsor Status Meeting	0%	Thu 9/10/20	Thu 9/10/20	1 day
171	FIBRS-1.5	Conduct ESC Meeting - 1st of the Month	0%	Thu 9/3/20	Thu 9/3/20	1 day
172	FIBRS-1.5	Conduct PSC Meeting - Mid-month Meeting	0%	Wed 9/23/20	Wed 9/23/20	1 day
173	FIBRS-1.5	Conduct ESC Meeting - Mid-month Meeting	0%	Fri 9/18/20	Fri 9/18/20	1 day
174	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 1	0%	Fri 9/4/20	Fri 9/4/20	1 day
175	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 2	0%	Fri 9/11/20	Fri 9/11/20	1 day
176	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 3	0%	Fri 9/18/20	Fri 9/18/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
177	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 4	0%	Fri 9/25/20	Fri 9/25/20	1 day
178	**FIBRS-1.5**	**Perform Monthly Project Tasks**	**0%**	**Tue 9/1/20**	**Wed 9/30/20**	**21 days**
179	FIBRS-1.5	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	0%	Tue 9/1/20	Tue 9/15/20	10 days
180	FIBRS-1.5	Communicate with Stakeholders, Customers, and Project Team	0%	Wed 9/16/20	Tue 9/29/20	10 days
181	FIBRS-1.5	Update Schedule Weekly - 1	0%	Tue 9/8/20	Tue 9/8/20	1 day
182	FIBRS-1.5	Update Schedule Weekly - 2	0%	Mon 9/14/20	Mon 9/14/20	1 day
183	FIBRS-1.5	Update Schedule Weekly - 3	0%	Mon 9/21/20	Mon 9/21/20	1 day
184	FIBRS-1.5	Update Schedule Weekly - 4	0%	Mon 9/28/20	Mon 9/28/20	1 day
185	FIBRS-1.5	Review and Update Project Documentation, as required	0%	Wed 9/30/20	Wed 9/30/20	1 day
186	FIBRS-1.5	MILESTONE - Conduct September 2020 Monitoring - Completed	0%	Wed 9/30/20	Wed 9/30/20	0 days
187	**FIBRS-1.5**	**Conduct October 2020 Monitoring**	**0%**	**Thu 10/1/20**	**Fri 10/30/20**	**22 days**
188	FIBRS-1.5	Create September 2020 Status Report (Update Spend Plan)	0%	Thu 10/1/20	Tue 10/6/20	4 days
189	FIBRS-1.5	Review September 2020 Status Report	0%	Wed 10/7/20	Thu 10/8/20	2 days
190	FIBRS-1.5	Approve September 2020 Status Report	0%	Fri 10/9/20	Fri 10/9/20	1 day
191	**FIBRS-1.5**	**Create 1st Quarter FY 2020-21 Status Report**	**0%**	**Mon 10/12/20**	**Fri 10/30/20**	**15 days**
192	FIBRS-1.5	Create 1st Quarter FY 2019-20 Status Report	0%	Mon 10/12/20	Fri 10/23/20	10 days
193	FIBRS-1.5	Review 1st Quarter FY 2019-20 Status Report	0%	Mon 10/26/20	Thu 10/29/20	4 days
194	FIBRS-1.5	Approve 1st Quarter FY 2019-20 Status Report	0%	Fri 10/30/20	Fri 10/30/20	1 day
195	**FIBRS-1.5**	**Organize Project Meetings**	**0%**	**Fri 10/2/20**	**Fri 10/30/20**	**21 days**
196	FIBRS-1.5	Conduct PSC Meeting - 1st of the Month	0%	Fri 10/9/20	Fri 10/9/20	1 day
197	FIBRS-1.5	Conduct Project Sponsor Status Meeting	0%	Fri 10/9/20	Fri 10/9/20	1 day
198	FIBRS-1.5	Conduct ESC Meeting - 1st of the Month	0%	Fri 10/2/20	Fri 10/2/20	1 day
199	FIBRS-1.5	Conduct PSC Meeting - Mid-month Meeting	0%	Fri 10/23/20	Fri 10/23/20	1 day
200	FIBRS-1.5	Conduct ESC Meeting - Mid-month Meeting	0%	Fri 10/16/20	Fri 10/16/20	1 day
201	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 1	0%	Fri 10/2/20	Fri 10/2/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
202	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 2	0%	Fri 10/9/20	Fri 10/9/20	1 day
203	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 3	0%	Fri 10/16/20	Fri 10/16/20	1 day
204	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 4	0%	Fri 10/23/20	Fri 10/23/20	1 day
205	FIBRS-1.5	Conduct Weekly PM Meeting with Vendor - 5	0%	Fri 10/30/20	Fri 10/30/20	1 day
206	**FIBRS-1.5**	**Perform Monthly Project Tasks**	**0%**	**Thu 10/1/20**	**Fri 10/30/20**	**22 days**
207	FIBRS-1.5	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	0%	Thu 10/1/20	Wed 10/14/20	10 days
208	FIBRS-1.5	Communicate with Stakeholders, Customers, and Project Team	0%	Thu 10/15/20	Wed 10/28/20	10 days
209	FIBRS-1.5	Update Schedule Weekly - 1	0%	Mon 10/5/20	Mon 10/5/20	1 day
210	FIBRS-1.5	Update Schedule Weekly - 2	0%	Mon 10/12/20	Mon 10/12/20	1 day
211	FIBRS-1.5	Update Schedule Weekly - 3	0%	Mon 10/19/20	Mon 10/19/20	1 day
212	FIBRS-1.5	Update Schedule Weekly - 4	0%	Mon 10/26/20	Mon 10/26/20	1 day
213	FIBRS-1.5	Review and Update Project Documentation, as required	0%	Thu 10/29/20	Fri 10/30/20	2 days
214	FIBRS-1.5	MILESTONE - Conduct October 2020 Monitoring - Completed	0%	Fri 10/30/20	Fri 10/30/20	0 days
215	**FIBRS-1.5**	**Conduct Monthly Monitoring Tasks**	**0%**	**Mon 11/2/20**	**Wed 6/30/21**	**169 days**
216	FIBRS-1.5	Conduct Monthly Monitoring Tasks 1	0%	Mon 11/2/20	Mon 11/30/20	18 days
217	FIBRS-1.5	Conduct Monthly Monitoring Tasks 2	0%	Tue 12/1/20	Thu 12/31/20	22 days
218	FIBRS-1.5	Conduct Monthly Monitoring Tasks 3	0%	Fri 1/1/21	Fri 1/29/21	21 days
219	FIBRS-1.5	Conduct Monthly Monitoring Tasks 4	0%	Mon 2/1/21	Fri 2/26/21	20 days
220	FIBRS-1.5	Conduct Monthly Monitoring Tasks 5	0%	Mon 3/1/21	Wed 3/31/21	23 days
221	FIBRS-1.5	Conduct Monthly Monitoring Tasks 6	0%	Thu 4/1/21	Fri 4/30/21	22 days
222	FIBRS-1.5	Conduct Monthly Monitoring Tasks 7	0%	Mon 5/3/21	Mon 5/31/21	21 days
223	FIBRS-1.5	Conduct Monthly Monitoring Tasks 8	0%	Tue 6/1/21	Wed 6/30/21	22 days
224	FIBRS-1.5	MILESTONE - Execute and Monitor FY 2020-21 Tasks - Completed	0%	Wed 6/30/21	Wed 6/30/21	0 days
225	**FIBRS-1.6**	**Conduct Florida CJIS Portal, Use-of-Force, and FIBRS Testing**	**87%**	**Mon 6/1/20**	**Thu 10/15/20**	**97 days**

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
226	**FIBRS-1.6**	**Preparation Testing for Florida CJIS Portal, Use-of-Force, and FIBRS**	**100%**	**Mon 6/1/20**	**Mon 8/24/20**	**60 days**
227	FIBRS-1.6	Plan Testing Activities	100%	Mon 6/1/20	Fri 6/12/20	10 days
228	FIBRS-1.6	Create Test Plan for FIBRS	100%	Mon 6/15/20	Fri 6/26/20	10 days
229	**FIBRS-1.6**	**Prepare for Testing the FDLE CJIS Portal**	**100%**	**Mon 6/29/20**	**Mon 8/24/20**	**40 days**
230	FIBRS-1.6	Create a Test Bed for the FDLE CJIS Portal	100%	Mon 6/29/20	Mon 7/13/20	10 days
231	FIBRS-1.6	Create a Test Bed for the FDLE CJIS Portal - 2	100%	Tue 7/14/20	Mon 7/27/20	10 days
232	FIBRS-1.6	Create a Test Bed for the FDLE CJIS Portal - 3	100%	Tue 7/28/20	Mon 8/10/20	10 days
233	FIBRS-1.6	Create a Test Bed for the FDLE CJIS Portal - 4	100%	Tue 8/11/20	Mon 8/24/20	10 days
234	**FIBRS-1.6**	**Prepare Test Scenarios for the FDLE CJIS Portal**	**100%**	**Mon 6/29/20**	**Wed 7/22/20**	**17 days**
235	FIBRS-1.6	Create Test Scenarios for the FDLE CJIS Portal	100%	Mon 6/29/20	Mon 7/13/20	10 days
236	FIBRS-1.6	Create Test Scenarios for the FDLE CJIS Portal - 2	100%	Tue 7/14/20	Mon 7/20/20	5 days
237	FIBRS-1.6	Review Test Scenarios for the FDLE CJIS Portal	100%	Tue 7/14/20	Mon 7/20/20	5 days
238	FIBRS-1.6	Revise Test Scenarios for the FDLE CJIS Portal	100%	Tue 7/21/20	Tue 7/21/20	1 day
239	FIBRS-1.6	Share Test Scenarios for the FDLE CJIS Portal	100%	Wed 7/22/20	Wed 7/22/20	1 day
240	**FIBRS-1.6**	**Prepare Test Cases for the FDLE CJIS Portal**	**100%**	**Tue 7/14/20**	**Wed 7/22/20**	**7 days**
241	FIBRS-1.6	Create Test Cases for the FDLE CJIS Portal	100%	Tue 7/14/20	Mon 7/20/20	5 days
242	FIBRS-1.6	Review Test Cases for the FDLE CJIS Portal	100%	Tue 7/14/20	Mon 7/20/20	5 days
243	FIBRS-1.6	Revise Test Cases for the FDLE CJIS Portal	100%	Tue 7/21/20	Tue 7/21/20	1 day
244	FIBRS-1.6	Share Test Cases for the FDLE CJIS Portal	100%	Wed 7/22/20	Wed 7/22/20	1 day
245	FIBRS-1.6	MILESTONE - Prepare Testing for FDLE CJIS Portal - Completed	100%	Mon 8/24/20	Mon 8/24/20	0 days
246	**FIBRS-1.6**	**Prepare for Testing FIBRS**	**100%**	**Mon 6/29/20**	**Mon 8/24/20**	**40 days**
247	**FIBRS-1.6**	**Prepare Use of Force Testing (User Interface)**	**100%**	**Mon 6/29/20**	**Mon 7/20/20**	**15 days**
248	FIBRS-1.6	Create a Test Bed for Use of Force	100%	Mon 6/29/20	Mon 7/13/20	10 days
249	**FIBRS-1.6**	**Prepare Test Scenarios for Use of Force**	**100%**	**Mon 6/29/20**	**Mon 7/13/20**	**10 days**
250	FIBRS-1.6	Create Test Scenarios for Use of Force	100%	Mon 6/29/20	Tue 7/7/20	6 days
251	FIBRS-1.6	Review Test Scenarios for Use of Force	100%	Wed 7/8/20	Wed 7/8/20	1 day
252	FIBRS-1.6	Revise Test Scenarios for Use of Force	100%	Thu 7/9/20	Fri 7/10/20	2 days
253	FIBRS-1.6	Share Test Scenarios for Use of Force	100%	Mon 7/13/20	Mon 7/13/20	1 day

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
254	**FIBRS-1.6**	**Prepare Test Cases for Use of Force**	**100%**	**Thu 7/9/20**	**Mon 7/20/20**	**8 days**
255	FIBRS-1.6	Create Test Cases for Use of Force	100%	Thu 7/9/20	Wed 7/15/20	5 days
256	FIBRS-1.6	Review Test Cases for Use of Force	100%	Thu 7/16/20	Thu 7/16/20	1 day
257	FIBRS-1.6	Revise Test Cases for Use of Force	100%	Fri 7/17/20	Fri 7/17/20	1 day
258	FIBRS-1.6	Share Test Cases for Use of Force	100%	Mon 7/20/20	Mon 7/20/20	1 day
259	FIBRS-1.6	MILESTONE - Prepare Use of Force Testing - Completed	100%	Mon 7/20/20	Mon 7/20/20	0 days
260	**FIBRS-1.6**	**Prepare FIBRS Testing (UI, Integrations, Reporting)**	**100%**	**Mon 6/29/20**	**Mon 8/24/20**	**40 days**
261	FIBRS-1.6	Create a Test Bed for FIBRS	100%	Mon 6/29/20	Mon 7/13/20	10 days
262	FIBRS-1.6	Create a Test Bed for FIBRS - 2	100%	Tue 7/14/20	Mon 7/27/20	10 days
263	FIBRS-1.6	Create a Test Bed for FIBRS - 3	100%	Tue 7/28/20	Mon 8/10/20	10 days
264	FIBRS-1.6	Create a Test Bed for FIBRS - 4	100%	Tue 8/11/20	Mon 8/24/20	10 days
265	**FIBRS-1.6**	**Prepare Test Scenarios for FIBRS**	**100%**	**Mon 6/29/20**	**Tue 7/21/20**	**16 days**
266	FIBRS-1.6	Create Test Scenarios for FIBRS	100%	Mon 6/29/20	Mon 7/13/20	10 days
267	FIBRS-1.6	Create Test Scenarios for FIBRS - 2	100%	Tue 7/14/20	Mon 7/20/20	5 days
268	FIBRS-1.6	Review Test Scenarios for FIBRS	100%	Tue 7/14/20	Fri 7/17/20	4 days
269	FIBRS-1.6	Revise Test Scenarios for FIBRS	100%	Mon 7/20/20	Mon 7/20/20	1 day
270	FIBRS-1.6	Share Test Scenarios for FIBRS	100%	Tue 7/21/20	Tue 7/21/20	1 day
271	**FIBRS-1.6**	**Prepare Test Cases for FIBRS**	**100%**	**Tue 7/14/20**	**Wed 7/22/20**	**7 days**
272	FIBRS-1.6	Create Test Cases for FIBRS	100%	Tue 7/14/20	Mon 7/20/20	5 days
273	FIBRS-1.6	Review Test Cases for FIBRS	100%	Wed 7/15/20	Mon 7/20/20	4 days
274	FIBRS-1.6	Revise Test Cases for FIBRS	100%	Tue 7/21/20	Tue 7/21/20	1 day
275	FIBRS-1.6	Share Test Cases for FIBRS	100%	Wed 7/22/20	Wed 7/22/20	1 day
276	FIBRS-1.6	MILESTONE - Prepare FIBRS Testing - Completed	100%	Mon 8/24/20	Mon 8/24/20	0 days
277	FIBRS-1.6	MILESTONE - Preparation Testing for Florida CJIS Portal, Use-of-Force, and FIBRS - Completed	100%	Mon 8/24/20	Mon 8/24/20	0 days
278	**FIBRS-1.6**	**Execute Testing for Florida CJIS Portal, Use-of-Force, and FIBRS**	**75%**	**Mon 7/27/20**	**Thu 10/15/20**	**58 days**
279	**FIBRS-1.6**	**Execute Testing for Florida CJIS Portal**	**100%**	**Mon 7/27/20**	**Mon 8/31/20**	**26 days**
280	**FIBRS-1.6**	**Perform FAT Testing for Florida CJIS Portal**	**100%**	**Mon 7/27/20**	**Mon 8/31/20**	**26 days**

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
281	FIBRS-1.6	Execute FAT Testing for Florida CJIS Portal	100%	Mon 7/27/20	Fri 7/31/20	5 days
282	FIBRS-1.6	Report FAT Bugs in Jira for Florida CJIS Portal	100%	Mon 7/27/20	Fri 7/31/20	5 days
283	FIBRS-1.6	Correct FAT Bugs for Florida CJIS Portal	100%	Mon 8/3/20	Mon 8/10/20	6 days
284	FIBRS-1.6	Perform FAT Bug Correction Testing for Florida CJIS Portal	100%	Tue 8/11/20	Fri 8/14/20	4 days
285	FIBRS-1.6	Execute FAT Testing for Florida CJIS Portal - Release 2	100%	Mon 8/17/20	Tue 8/18/20	2 days
286	FIBRS-1.6	Report FAT Bugs in Jira for Florida CJIS Portal - Release 2	100%	Mon 8/17/20	Tue 8/18/20	2 days
287	FIBRS-1.6	Correct FAT Bugs for Florida CJIS Portal - Release 2	100%	Wed 8/19/20	Thu 8/20/20	2 days
288	FIBRS-1.6	Perform FAT Bug Correction Testing for Florida CJIS Portal - Release 2	100%	Fri 8/21/20	Fri 8/21/20	1 day
289	FIBRS-1.6	Update FAT in TTM for Florida CJIS Portal	100%	Mon 8/3/20	Fri 8/14/20	10 days
290	FIBRS-1.6	Update FAT in TTM for Florida CJIS Portal - Release 2	100%	Mon 8/17/20	Thu 8/27/20	9 days
291	FIBRS-1.6	Prepare FAT Results Document for Florida CJIS Portal	100%	Mon 8/17/20	Thu 8/27/20	9 days
292	FIBRS-1.6	Share FAT Results with the Customers for Florida CJIS Portal	100%	Fri 8/28/20	Mon 8/31/20	2 days
293	FIBRS-1.6	MILESTONE - Perform FAT Testing for Florida CJIS Portal - Completed	100%	Mon 8/31/20	Mon 8/31/20	0 days
294	**FIBRS-1.6**	**Perform UAT Testing for Florida CJIS Portal**	**100%**	**Mon 8/17/20**	**Mon 8/31/20**	**11 days**
295	FIBRS-1.6	Execute UAT Testing for Florida CJIS Portal	100%	Mon 8/17/20	Fri 8/21/20	5 days
296	FIBRS-1.6	Report UAT Bugs in Jira for Florida CJIS Portal	100%	Mon 8/17/20	Fri 8/21/20	5 days
297	FIBRS-1.6	Correct UAT Bugs for Florida CJIS Portal	100%	Mon 8/24/20	Tue 8/25/20	2 days
298	FIBRS-1.6	Perform UAT Bug Correction Testing for Florida CJIS Portal	100%	Wed 8/26/20	Wed 8/26/20	1 day
299	FIBRS-1.6	Update UAT in TTM for Florida CJIS Portal	100%	Mon 8/24/20	Wed 8/26/20	3 days
300	FIBRS-1.6	Prepare UAT Results Document for Florida CJIS Portal	100%	Wed 8/26/20	Thu 8/27/20	2 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
301	FIBRS-1.6	Share UAT Results with the Customers for Florida CJIS Portal	100%	Fri 8/28/20	Mon 8/31/20	2 days
302	FIBRS-1.6	MILESTONE - Perform UAT Testing for Florida CJIS Portal - Completed	100%	Mon 8/31/20	Mon 8/31/20	0 days
303	FIBRS-1.6	MILESTONE - Execute Testing for Florida CJIS Portal	100%	Mon 8/31/20	Mon 8/31/20	0 days
304	**FIBRS-1.6**	**Execute Testing for Use-of-Force**	**100%**	**Mon 8/3/20**	**Mon 8/31/20**	**21 days**
305	**FIBRS-1.6**	**Perform FAT Testing for Use-of-Force**	**100%**	**Mon 8/3/20**	**Mon 8/31/20**	**21 days**
306	FIBRS-1.6	Execute FAT Testing for Use-of-Force	100%	Mon 8/3/20	Fri 8/14/20	10 days
307	FIBRS-1.6	Report FAT Bugs in Jira for Use-of-Force	100%	Mon 8/3/20	Fri 8/14/20	10 days
308	FIBRS-1.6	Correct FAT Bugs for Use-of-Force	100%	Mon 8/3/20	Fri 8/14/20	10 days
309	FIBRS-1.6	Perform FAT Bug Correction Testing for Use-of-Force	100%	Mon 8/17/20	Mon 8/17/20	1 day
310	FIBRS-1.6	Update FAT in TTM for Use-of-Force	100%	Mon 8/3/20	Fri 8/14/20	10 days
311	FIBRS-1.6	Prepare FAT Results Document for Use-of-Force	100%	Mon 8/17/20	Thu 8/27/20	9 days
312	FIBRS-1.6	Share FAT Results with the Customers for Use-of-Force	100%	Fri 8/28/20	Mon 8/31/20	2 days
313	FIBRS-1.6	MILESTONE - Perform FAT Testing for Use-of-Force - Completed	100%	Mon 8/31/20	Mon 8/31/20	0 days
314	**FIBRS-1.6**	**Perform UAT Testing for Use-of-Force**	**100%**	**Mon 8/17/20**	**Mon 8/31/20**	**11 days**
315	FIBRS-1.6	Execute UAT Testing for Use-of-Force	100%	Mon 8/17/20	Fri 8/21/20	5 days
316	FIBRS-1.6	Report UAT Bugs in Jira for Use-of-Force	100%	Mon 8/17/20	Fri 8/21/20	5 days
317	FIBRS-1.6	Correct UAT Bugs for Use-of-Force	100%	Mon 8/24/20	Wed 8/26/20	3 days
318	FIBRS-1.6	Perform UAT Bug Correction Testing for Use-of-Force	100%	Thu 8/27/20	Fri 8/28/20	2 days
319	FIBRS-1.6	Update UAT in TTM for Use-of-Force	100%	Mon 8/24/20	Tue 8/25/20	2 days
320	FIBRS-1.6	Prepare UAT Results Document for Use-of-Force	100%	Wed 8/26/20	Thu 8/27/20	2 days
321	FIBRS-1.6	Share UAT Results with the Customers for Use-of-Force	100%	Fri 8/28/20	Mon 8/31/20	2 days
322	FIBRS-1.6	MILESTONE - Perform UAT Testing for Use-of-Force - Completed	100%	Mon 8/31/20	Mon 8/31/20	0 days
323	FIBRS-1.6	MILESTONE - Execute Testing for Use-of-Force - Completed	100%	Mon 8/31/20	Mon 8/31/20	0 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
324	**FIBRS-1.6**	**Execute Testing for FIBRS**	**0%**	**Fri 9/18/20**	**Thu 10/15/20**	**20 days**
325	**FIBRS-1.6**	**Perform FAT Testing for FIBRS**	**0%**	**Fri 9/18/20**	**Thu 10/15/20**	**20 days**
326	FIBRS-1.6	Execute FAT Testing for FIBRS - Iteration 1	0%	Fri 9/18/20	Wed 9/23/20	4 days
327	FIBRS-1.6	Execute FAT Testing for FIBRS - Iteration 2	0%	Thu 9/24/20	Tue 9/29/20	4 days
328	FIBRS-1.6	Report FAT Bugs in Jira for FIBRS	0%	Fri 9/18/20	Tue 9/29/20	8 days
329	FIBRS-1.6	Correct FAT Bugs for FIBRS	0%	Wed 9/30/20	Mon 10/5/20	4 days
330	FIBRS-1.6	Perform FAT Bug Correction Testing for FIBRS	0%	Tue 10/6/20	Thu 10/8/20	3 days
331	FIBRS-1.6	Update FAT in TTM for FIBRS	0%	Tue 10/6/20	Thu 10/8/20	3 days
332	FIBRS-1.6	Prepare FAT Results Document for FIBRS	0%	Fri 10/9/20	Tue 10/13/20	3 days
333	FIBRS-1.6	Share FAT Results with the Customers for FIBRS	0%	Wed 10/14/20	Thu 10/15/20	2 days
334	FIBRS-1.6	MILESTONE - Perform FAT Testing for FIBRS - Completed	0%	Thu 10/15/20	Thu 10/15/20	0 days
335	**FIBRS-1.6**	**Perform UAT Testing for FIBRS**	**0%**	**Wed 9/30/20**	**Thu 10/15/20**	**12 days**
336	FIBRS-1.6	Execute UAT Testing for FIBRS	0%	Wed 9/30/20	Tue 10/6/20	5 days
337	FIBRS-1.6	Report UAT Bugs in Jira for FIBRS	0%	Wed 9/30/20	Tue 10/6/20	5 days
338	FIBRS-1.6	Correct UAT Bugs for FIBRS	0%	Wed 10/7/20	Fri 10/9/20	3 days
339	FIBRS-1.6	Perform UAT Bug Correction Testing for FIBRS	0%	Mon 10/12/20	Wed 10/14/20	3 days
340	FIBRS-1.6	Update UAT in TTM for FIBRS	0%	Wed 10/7/20	Fri 10/9/20	3 days
341	FIBRS-1.6	Prepare UAT Results Document for FIBRS	0%	Mon 10/12/20	Tue 10/13/20	2 days
342	FIBRS-1.6	Share UAT Results with the Customers for FIBRS	0%	Wed 10/14/20	Thu 10/15/20	2 days
343	FIBRS-1.6	MILESTONE - Perform UAT Testing for FIBRS - Completed	0%	Thu 10/15/20	Thu 10/15/20	0 days
344	FIBRS-1.6	MILESTONE - Execute Testing for FIBRS - Completed	0%	Thu 10/15/20	Thu 10/15/20	0 days
345	FIBRS-1.6	MILESTONE - Conduct Florida CJIS Portal, Use-of-Force, and FIBRS Testing - Completed	0%	Thu 10/15/20	Thu 10/15/20	0 days
346	**FIBRS-1.7**	**Conduct Training for CJIS Portal, Use-of-Force, and FIBRS**	**17%**	**Mon 8/17/20**	**Tue 10/27/20**	**51 days**
347	FIBRS-1.7	Plan Project Office Staff Training Activities for Use-of-Force	100%	Mon 8/17/20	Fri 8/28/20	10 days
348	FIBRS-1.7	Schedule Training Sessions for Use-of-Force	0%	Mon 8/31/20	Fri 9/4/20	5 days
349	FIBRS-1.7	Plan Project Office Staff Training Activities for FIBRS	0%	Wed 10/7/20	Tue 10/13/20	5 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
350	FIBRS-1.7	Schedule Training Sessions for FIBRS	0%	Wed 10/14/20	Tue 10/27/20	10 days
351	**FIBRS-1.7**	**Establish CSC and ID&T Training Document for Florida CJIS Portal, Use-of-Force, and FIBRS**	**0%**	**Mon 8/31/20**	**Fri 9/25/20**	**19 days**
352	FIBRS-1.7	Create CSC and ID&T Training Document for Florida CJIS Portal, Use-of-Force, and FIBRS	0%	Mon 8/31/20	Mon 9/14/20	10 days
353	FIBRS-1.7	Review CSC and ID&T Training Document for Florida CJIS Portal, Use-of-Force, and FIBRS	0%	Tue 9/15/20	Mon 9/21/20	5 days
354	FIBRS-1.7	Update CSC and ID&T Training Document for Florida CJIS Portal, Use-of-Force, and FIBRS	0%	Tue 9/22/20	Thu 9/24/20	3 days
355	FIBRS-1.7	Send CSC and ID&T Training Document for Florida CJIS Portal, Use-of-Force, and FIBRS	0%	Fri 9/25/20	Fri 9/25/20	1 day
356	FIBRS-1.7	MILESTONE - Establish CSC and ID&T Training Document for Florida CJIS Portal, Use-of-Force, and FIBRS - Completed	0%	Fri 9/25/20	Fri 9/25/20	0 days
357	FIBRS-1.7	MILESTONE - Conduct Training for CJIS Portal, Use-of-Force, and FIBRS - Completed	0%	Tue 10/27/20	Tue 10/27/20	0 days
358	**FIBRS-1.8**	**Conduct MNI Testing**	**0%**	**Mon 2/1/21**	**Tue 6/22/21**	**102 days**
359	**FIBRS-1.8**	**Prepare Testing for MNI**	**0%**	**Mon 2/1/21**	**Tue 4/27/21**	**62 days**
360	FIBRS-1.8	Plan Testing Activities for MNI	0%	Mon 2/1/21	Fri 2/12/21	10 days
361	FIBRS-1.8	Create a Test Bed for MNI	0%	Mon 2/15/21	Fri 2/26/21	10 days
362	**FIBRS-1.8**	**Prepare Test Scenarios for MNI**	**0%**	**Mon 3/1/21**	**Mon 3/29/21**	**21 days**
363	FIBRS-1.8	Create Test Scenarios for MNI	0%	Mon 3/1/21	Fri 3/12/21	10 days
364	FIBRS-1.8	Share Test Scenarios for MNI	0%	Mon 3/15/21	Fri 3/19/21	5 days
365	FIBRS-1.8	Revise Test Scenarios for MNI	0%	Mon 3/22/21	Wed 3/24/21	3 days
366	FIBRS-1.8	Review Test Scenarios for MNI	0%	Thu 3/25/21	Mon 3/29/21	3 days
367	FIBRS-1.8	MILESTONE - Prepare Test Scenarios for MNI	0%	Mon 3/29/21	Mon 3/29/21	0 days
368	**FIBRS-1.8**	**Prepare Test Cases for MNI**	**0%**	**Tue 3/30/21**	**Tue 4/27/21**	**21 days**
369	FIBRS-1.8	Create Test Cases for MNI	0%	Tue 3/30/21	Mon 4/12/21	10 days
370	FIBRS-1.8	Share Test Cases for MNI	0%	Tue 4/13/21	Mon 4/19/21	5 days
371	FIBRS-1.8	Revise Test Cases for MNI	0%	Tue 4/20/21	Thu 4/22/21	3 days
372	FIBRS-1.8	Review Test Cases for MNI	0%	Fri 4/23/21	Tue 4/27/21	3 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
373	FIBRS-1.8	MILESTONE - Prepare Test Cases for MNI - Completed	0%	Tue 4/27/21	Tue 4/27/21	0 days
374	FIBRS-1.8	MILESTONE - Prepare Testing for MNI - Completed	0%	Tue 4/27/21	Tue 4/27/21	0 days
375	**FIBRS-1.8**	**Execute Testing for MNI**	**0%**	**Wed 4/28/21**	**Tue 6/22/21**	**40 days**
376	**FIBRS-1.8**	**Perform FAT Testing for MNI**	**0%**	**Wed 4/28/21**	**Tue 5/25/21**	**20 days**
377	FIBRS-1.8	Execute FAT Testing for MNI	0%	Wed 4/28/21	Tue 5/4/21	5 days
378	FIBRS-1.8	Report FAT Bugs in Jira for MNI	0%	Wed 4/28/21	Tue 5/4/21	5 days
379	FIBRS-1.8	Correct FAT Bugs for MNI	0%	Wed 5/5/21	Tue 5/11/21	5 days
380	FIBRS-1.8	Perform FAT Bug Correction Testing for MNI	0%	Wed 5/12/21	Tue 5/18/21	5 days
381	FIBRS-1.8	Update FAT in TTM for MNI	0%	Wed 5/5/21	Tue 5/11/21	5 days
382	FIBRS-1.8	Prepare FAT Results Document for MNI	0%	Wed 5/12/21	Tue 5/18/21	5 days
383	FIBRS-1.8	Share FAT Results with the Customers for MNI	0%	Wed 5/19/21	Tue 5/25/21	5 days
384	FIBRS-1.8	MILESTONE - Perform FAT Testing for MNI - Completed	0%	Tue 5/25/21	Tue 5/25/21	0 days
385	**FIBRS-1.8**	**Perform UAT Testing for MNI**	**0%**	**Wed 5/26/21**	**Tue 6/22/21**	**20 days**
386	FIBRS-1.8	Execute UAT Testing for MNI	0%	Wed 5/26/21	Tue 6/1/21	5 days
387	FIBRS-1.8	Report UAT Bugs in Jira for MNI	0%	Wed 5/26/21	Tue 6/1/21	5 days
388	FIBRS-1.8	Correct UAT Bugs for MNI	0%	Wed 6/2/21	Tue 6/8/21	5 days
389	FIBRS-1.8	Perform UAT Bug Correction Testing for MNI	0%	Wed 6/9/21	Tue 6/15/21	5 days
390	FIBRS-1.8	Update UAT in TTM for MNI	0%	Wed 6/2/21	Tue 6/8/21	5 days
391	FIBRS-1.8	Prepare UAT Results Document for MNI	0%	Wed 6/9/21	Tue 6/15/21	5 days
392	FIBRS-1.8	Share UAT Results with the Customers for MNI	0%	Wed 6/16/21	Tue 6/22/21	5 days
393	FIBRS-1.8	MILESTONE - Perform UAT Testing for MNI - Completed	0%	Tue 6/22/21	Tue 6/22/21	0 days
394	FIBRS-1.8	MILESTONE - Execute Testing for MNI - Completed	0%	Tue 6/22/21	Tue 6/22/21	0 days
395	FIBRS-1.8	MILESTONE - Conduct MNI Testing - Completed	0%	Tue 6/22/21	Tue 6/22/21	0 days
396	**FIBRS-1.**	**Conduct DR Testing**	**0%**	**Mon 3/1/21**	**Mon 8/16/21**	**121 days**
397	**FIBRS-1.**	**Prepare Testing for DR**	**0%**	**Mon 3/1/21**	**Mon 6/21/21**	**81 days**
398	FIBRS-1.1	Plan Testing Activities for DR	0%	Mon 3/1/21	Fri 3/12/21	10 days
399	FIBRS-1.1	Create a Test Bed for DR	0%	Mon 3/15/21	Fri 3/26/21	10 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
400	**FIBRS-1.**	**Prepare Test Scenarios for DR**	**0%**	**Mon 3/29/21**	**Fri 5/7/21**	**30 days**
401	FIBRS-1.1	Create Test Scenarios for DR	0%	Mon 3/29/21	Fri 4/9/21	10 days
402	FIBRS-1.1	Share Test Scenarios for DR	0%	Mon 4/12/21	Wed 4/21/21	8 days
403	FIBRS-1.1	Revise Test Scenarios for DR	0%	Thu 4/22/21	Fri 4/30/21	7 days
404	FIBRS-1.1	Review Test Scenarios for DR	0%	Mon 5/3/21	Fri 5/7/21	5 days
405	**FIBRS-1.**	**Prepare Test Cases for DR**	**0%**	**Mon 5/10/21**	**Mon 6/21/21**	**31 days**
406	FIBRS-1.1	Create Test Cases for DR	0%	Mon 5/10/21	Fri 5/21/21	10 days
407	FIBRS-1.1	Share Test Cases for DR	0%	Mon 5/24/21	Wed 6/2/21	8 days
408	FIBRS-1.1	Revise Test Cases for DR	0%	Thu 6/3/21	Fri 6/11/21	7 days
409	FIBRS-1.1	Review Test Cases for DR	0%	Mon 6/14/21	Mon 6/21/21	6 days
410	FIBRS-1.1	MILESTONE - Prepare Testing for DR - Completed	0%	Mon 6/21/21	Mon 6/21/21	0 days
411	**FIBRS-1.**	**Execute Testing for DR**	**0%**	**Tue 6/22/21**	**Mon 8/16/21**	**40 days**
412	**FIBRS-1.**	**Perform Testing for DR**	**0%**	**Tue 6/22/21**	**Mon 8/16/21**	**40 days**
413	FIBRS-1.1	Execute Testing for DR	0%	Tue 6/22/21	Mon 7/5/21	10 days
414	FIBRS-1.1	Report Bugs/Issues in Jira for DR	0%	Tue 6/22/21	Mon 7/5/21	10 days
415	FIBRS-1.1	Resolve Issues found in DR Testing	0%	Tue 6/22/21	Mon 7/5/21	10 days
416	FIBRS-1.1	Perform Bug Correction Testing for DR	0%	Tue 6/22/21	Mon 7/5/21	10 days
417	FIBRS-1.1	Update TTM for DR	0%	Tue 7/6/21	Mon 7/19/21	10 days
418	FIBRS-1.1	Prepare Testing Results Document for DR	0%	Tue 7/20/21	Mon 8/2/21	10 days
419	FIBRS-1.1	Share Testing Results with the Customers for DR	0%	Tue 8/3/21	Mon 8/16/21	10 days
420	FIBRS-1.1	MILESTONE - Execute Testing for DR - Completed	0%	Mon 8/16/21	Mon 8/16/21	0 days
421	FIBRS-1.1	MILESTONE - Conduct DR Testing - Completed	0%	Mon 8/16/21	Mon 8/16/21	0 days
422	**FIBRS-1.9**	**Execute and Monitor FY 2021-22 Tasks**	**0%**	**Thu 7/1/21**	**Thu 6/30/22**	**261 days**
423	**FIBRS-1.9**	**Conduct Monthly Monitoring Tasks**	**0%**	**Thu 7/1/21**	**Thu 6/30/22**	**261 days**
424	FIBRS-1.9	Conduct Monthly Monitoring Tasks 1	0%	Thu 7/1/21	Fri 7/30/21	22 days
425	FIBRS-1.9	Conduct Monthly Monitoring Tasks 2	0%	Mon 8/2/21	Tue 8/31/21	22 days
426	FIBRS-1.9	Conduct Monthly Monitoring Tasks 3	0%	Wed 9/1/21	Thu 9/30/21	22 days
427	FIBRS-1.9	Conduct Monthly Monitoring Tasks 4	0%	Fri 10/1/21	Fri 10/29/21	21 days
428	FIBRS-1.9	Conduct Monthly Monitoring Tasks 5	0%	Mon 11/1/21	Tue 11/30/21	22 days
429	FIBRS-1.9	Conduct Monthly Monitoring Tasks 6	0%	Wed 12/1/21	Fri 12/31/21	23 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
430	FIBRS-1.9	Conduct Monthly Monitoring Tasks 7	0%	Mon 1/3/22	Mon 1/31/22	21 days
431	FIBRS-1.9	Conduct Monthly Monitoring Tasks 8	0%	Tue 2/1/22	Mon 2/28/22	20 days
432	FIBRS-1.9	Conduct Monthly Monitoring Tasks 9	0%	Tue 3/1/22	Thu 3/31/22	23 days
433	FIBRS-1.9	Conduct Monthly Monitoring Tasks 10	0%	Fri 4/1/22	Fri 4/29/22	21 days
434	FIBRS-1.9	Conduct Monthly Monitoring Tasks 11	0%	Mon 5/2/22	Tue 5/31/22	22 days
435	FIBRS-1.9	Conduct Monthly Monitoring Tasks 12	0%	Wed 6/1/22	Thu 6/30/22	22 days
436	**FIBRS-1.9**	**Conduct LBR and Schedule IV-B FY 2022-23**	**0%**	**Thu 7/1/21**	**Wed 9/8/21**	**50 days**
437	FIBRS-1.9	Create LBR FY 2022-23	0%	Thu 7/1/21	Wed 7/14/21	10 days
438	FIBRS-1.9	Revise Schedule IV-B FY 2021-22 for FY 2022-23	0%	Thu 7/1/21	Wed 7/14/21	10 days
439	FIBRS-1.9	Review Schedule IV-B FY 2022-23	0%	Thu 7/15/21	Wed 7/21/21	5 days
440	FIBRS-1.9	Update Schedule IV-B FY 2022-23	0%	Thu 7/22/21	Wed 7/28/21	5 days
441	FIBRS-1.9	Review Updated Schedule IV-B FY 2022-23	0%	Thu 7/29/21	Wed 8/4/21	5 days
442	FIBRS-1.9	Modify Schedule IV-B FY 2022-23	0%	Thu 8/5/21	Wed 8/11/21	5 days
443	FIBRS-1.9	Review Modified Schedule IV-B FY2022-23	0%	Thu 8/12/21	Wed 8/18/21	5 days
444	FIBRS-1.9	Update Schedule IV-B FY 2022-23 from PSC Feedback	0%	Thu 8/19/21	Wed 8/25/21	5 days
445	FIBRS-1.9	Send to ESC for Review	0%	Thu 8/26/21	Wed 9/1/21	5 days
446	FIBRS-1.9	Submit Schedule IV-B	0%	Thu 9/2/21	Wed 9/8/21	5 days
447	FIBRS-1.9	MILESTONE - Conduct LBR and Schedule IV-B FY 2022-23 - Completed	0%	Wed 9/8/21	Wed 9/8/21	0 days
448	FIBRS-1.9	MILESTONE - Conduct Monthly Monitoring Tasks - Completed	0%	Thu 6/30/22	Thu 6/30/22	0 days
449	**FIBRS-1.1**	**Execute and Monitor FY 2022-23 Tasks**	**0%**	**Fri 7/1/22**	**Fri 6/30/23**	**261 days**
450	**FIBRS-1.1**	**Conduct Monthly Monitoring Tasks**	**0%**	**Fri 7/1/22**	**Fri 6/30/23**	**261 days**
451	FIBRS-1.1	Conduct Monthly Monitoring Tasks 1	0%	Fri 7/1/22	Fri 7/29/22	21 days
452	FIBRS-1.1	Conduct Monthly Monitoring Tasks 2	0%	Mon 8/1/22	Wed 8/31/22	23 days
453	FIBRS-1.1	Conduct Monthly Monitoring Tasks 3	0%	Thu 9/1/22	Fri 9/30/22	22 days
454	FIBRS-1.1	Conduct Monthly Monitoring Tasks 4	0%	Mon 10/3/22	Mon 10/31/22	21 days
455	FIBRS-1.1	Conduct Monthly Monitoring Tasks 5	0%	Tue 11/1/22	Wed 11/30/22	22 days
456	FIBRS-1.1	Conduct Monthly Monitoring Tasks 6	0%	Thu 12/1/22	Fri 12/30/22	22 days
457	FIBRS-1.1	Conduct Monthly Monitoring Tasks 7	0%	Mon 1/2/23	Tue 1/31/23	22 days

ID	WBS	Task Name	% Work Complete	Start	Finish	Duration
458	FIBRS-1.1	Conduct Monthly Monitoring Tasks 8	0%	Wed 2/1/23	Tue 2/28/23	20 days
459	FIBRS-1.1	Conduct Monthly Monitoring Tasks 9	0%	Wed 3/1/23	Fri 3/31/23	23 days
460	FIBRS-1.1	Conduct Monthly Monitoring Tasks 10	0%	Mon 4/3/23	Mon 5/1/23	21 days
461	FIBRS-1.1	Conduct Monthly Monitoring Tasks 11	0%	Tue 5/2/23	Wed 5/31/23	22 days
462	FIBRS-1.1	Conduct Monthly Monitoring Tasks 12	0%	Thu 6/1/23	Fri 6/30/23	22 days
463	FIBRS-1.1	MILESTONE - Execute and Monitor FY 2020-23 Tasks - Completed	0%	Fri 6/30/23	Fri 6/30/23	0 days
464	**FIBRS-1.1**	**Conduct Project Close-out**	**0%**	**Thu 6/1/23**	**Fri 6/30/23**	**22 days**
465	FIBRS-1.1	Inspect and File System Documentation	0%	Thu 6/1/23	Fri 6/9/23	7 days
466	FIBRS-1.1	Schedule Lessons Learned Meeting	0%	Mon 6/12/23	Mon 6/12/23	1 day
467	FIBRS-1.1	Document Lessons Learned	0%	Tue 6/13/23	Tue 6/13/23	1 day
468	FIBRS-1.1	Create Project Closeout Report	0%	Wed 6/14/23	Tue 6/20/23	5 days
469	FIBRS-1.1	Review Project Closeout Report	0%	Wed 6/21/23	Fri 6/23/23	3 days
470	FIBRS-1.1	Create Post Implementation Review Report	0%	Mon 6/26/23	Mon 6/26/23	1 day
471	FIBRS-1.1	Archive Project Records	0%	Tue 6/27/23	Thu 6/29/23	3 days
472	FIBRS-1.1	Conduct Close-out Meeting with Management and Staff	0%	Fri 6/30/23	Fri 6/30/23	1 day
473	FIBRS-1.1	MILESTONE - Conduct Project Close-out	0%	Fri 6/30/23	Fri 6/30/23	0 days
474	FIBRS-1.1	MILESTONE - Perform FDLE FIBRS Schedule - Completed	0%	Fri 6/30/23	Fri 6/30/23	0 days

CBAForm 1 - Net Tangible Benefits

Agency: Florida Department of Law Enforcement

Project: Florida Incident-Based Reporting System

Net Tangible Benefits - Operational Cost Changes (Costs of Current Operations versus Proposed Operations as a Result of the Project) and Additional Tangible Benefits -- CBAForm 1A

Agency *(Recurring Costs Only -- No Project Costs)*	FY 2021-22			FY 2022-23			FY 2023-24			FY 2024-25			FY 2025-26		
	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a)+(b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Cost Change Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project
A. Personnel Costs -- Agency-Managed Staff	$238,500	$0	$238,500	$238,500	$0	$238,500	$238,500	$1,213,046	$1,451,546	$238,500	$1,213,046	$1,451,546	$238,500	$1,213,046	$1,451,546
A.b Total Staff	3.25	0.00	3.25	3.25	0.00	3.25	3.25	19.66	22.91	3.25	19.66	22.91	3.25	19.66	22.91
A-1.a. State FTEs (Salaries & Benefits)	$153,500	$0	$153,500	$153,500	$0	$153,500	$153,500	$1,298,046	$1,451,546	$153,500	$1,298,046	$1,451,546	$153,500	$1,298,046	$1,451,546
A-1.b. State FTEs (#)	2.25	0.00	2.25	2.25	0.00	2.25	2.25	20.66	22.91	2.25	20.66	22.91	2.25	20.66	22.91
A-2.a. OPS Staff (Salaries)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
A-2.b. OPS (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A-3.a. Staff Augmentation (Contract Cost)	$85,000	$0	$85,000	$85,000	$0	$85,000	$85,000	-$85,000	$0	$85,000	-$85,000	$0	$85,000	-$85,000	$0
A-3.b. Staff Augmentation (# of Contractors)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	-1.00	0.00	1.00	-1.00	0.00	1.00	-1.00	0.00
B. Application Maintenance Costs	$0	$1,475,206	$1,475,206	$0	$1,688,608	$1,688,608	$0	$1,688,608	$1,688,608	$0	$1,695,000	$1,695,000	$0	$1,695,000	$1,695,000
B-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-2. Hardware	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-3. Software	$0	$1,475,206	$1,475,206	$0	$1,688,608	$1,688,608	$0	$1,688,608	$1,688,608	$0	$1,695,000	$1,695,000	$0	$1,695,000	$1,695,000
B-4. Other Specify	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C. Data Center Provider Costs	$0	$674,114	$674,114	$0	$674,114	$674,114	$0	$674,114	$674,114	$0	$674,114	$674,114	$0	$674,114	$674,114
C-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-2. Infrastructure	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-3. Network / Hosting Services	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-4. Disaster Recovery	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-5. Other MS Azure Cloud Envir. & Storage	$0	$674,114	$674,114	$0	$674,114	$674,114	$0	$674,114	$674,114	$0	$674,114	$674,114	$0	$674,114	$674,114
D. Plant & Facility Costs	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E. Other Costs	$14,668	$0	$14,668	$14,668	$0	$14,668	$14,668	$130,881	$145,549	$14,668	$130,881	$145,549	$14,668	$130,881	$145,549
E-1. Training	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-2. Travel	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-3. Other HR Services and FTE Expenses	$14,668	$0	$14,668	$14,668	$0	$14,668	$14,668	$130,881	$145,549	$14,668	$130,881	$145,549	$14,668	$130,881	$145,549
Total of Recurring Operational Costs	$253,168	$2,149,320	$2,402,488	$253,168	$2,362,722	$2,615,890	$253,168	$3,706,649	$3,959,817	$253,168	$3,713,041	$3,966,209	$253,168	$3,713,041	$3,966,209
F. Additional Tangible Benefits:		$0			$0			$0			$0			$0	
F-1. Specify		$0			$0			$0			$0			$0	
F-2. Specify		$0			$0			$0			$0			$0	
F-3. Specify		$0			$0			$0			$0			$0	
Total Net Tangible Benefits:		($2,149,320)			($2,362,722)			($3,706,649)			($3,713,041)			($3,713,041)	

CHARACTERIZATION OF PROJECT BENEFIT ESTIMATE -- CBAForm 1B

Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous	☑	Confidence Level	10%
Order of Magnitude	☐	Confidence Level	
Placeholder	☐	Confidence Level	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	**Florida Department of Law Enforcement**	**Florida Incident-Based Reporting System**																		
2	*Costs entered into each row are mutually exclusive. Insert rows for detail and modify*																			
3				**$ 14,298,968**	**FY2021-22**			**FY2022-23**			**FY2023-24**			**FY2024-25**			**FY2025-26**			**TOTAL**
					$ 10,999,640			**$ 4,721,287**			**$ -**			**$ -**			**$ -**			**$30,019,895**
4	**Item Description** ***(remove guidelines and annotate entries here)***	**Project Cost Element**	**Appropriation Category**	**Current & Previous Years Project-Related Cost**	**YR 1 #**	**YR 1 LBR**	**YR 1 Base Budget**	**YR 2 #**	**YR 2 LBR**	**YR 2 Base Budget**	**YR 3 #**	**YR 3 LBR**	**YR 3 Base Budget**	**YR 4 #**	**YR 4 LBR**	**YR 4 Base Budget**	**YR 5 #**	**YR 5 LBR**	**YR 5 Base Budget**	**TOTAL**
5	Costs for all state employees working on the project.	**FTE**	S&B	$ 2,199,247	23.90	$ -	$ 1,527,673	23.90	$ -	$ 1,527,673	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 5,254,593**
6	Costs for all OPS employees working on the project.	**OPS**	OPS	$ 96,154	0.25	$ -	$ 14,812	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 110,966**
7	Staffing costs for personnel using Time & Expense.	**Staff Augmentation**	Contracted Services	$ 371,355	2.00	$ 312,000	$ -	2.00	$ 312,000	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 995,355**
8	Project management personnel and related deliverables.	**Project Management**	Contracted Services	$ 329,500	1.00	$ 246,375	$ -	1.00	$ 246,375	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 822,250**
9	Project oversight to include Independent Verification & Validation (IV&V) personnel and related deliverables.	**Project Oversight**	Contracted Services	$ 144,329	0.00	$ 174,944	$ -	0.00	$ 151,364	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 470,637**
10	Staffing costs for all professional services not included in other categories.	**Consultants/Contractors**	Contracted Services	$ 996,384	2.00	$ 400,000	$ -	1.00	$ 200,000	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 1,596,384**
11	Separate requirements analysis and feasibility study procurements.	**Project Planning/Analysis**	Contracted Services	$ 412,000		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 412,000**
12	Hardware purchases not included in data center services.	**Hardware**	OCO	$ 7,444		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 7,444**
13	Commercial software purchases and licensing costs.	**Commercial Software**	Contracted Services	$ 5,025,517		$ 1,682,662	$ -		$ 957,468	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 7,665,647**
14	Commercial software purchases and licensing costs.	**Commercial Software**	Expense	$ 1,000,000		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 1,000,000**
18	Other contracted services not included in other categories.	**Other Services**	Contracted Services	$ 295,808		$ 125,000	$ -		$ 100,000	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 520,808**
21	Other project expenses not included in other categories.	**Other Expenses**	Expense	$ 1,093,585		$ 75,000	$ -		$ 75,000	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 1,243,585**
22	Passthrough to Local Agencies for RMS	**Pass through Funding**	G/A Locals	$ 2,052,888		$ 6,286,000			$ 1,000,000	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 9,338,888**
23	Other project expenses not included in other categories. HR / FTE Expense / Vehicle	**Other Expenses**	Expense	$ 274,757		$ -	$ 155,174		$ -	$ 151,407		$ -			$ -	$ -		$ -	$ -	**$ 581,338**
24		**Total**		**$ 14,298,968**	**29.15**	**$ 9,301,981**	**$ 1,697,659**	**27.90**	**$ 3,042,207**	**$ 1,679,080**	**0.00**	**$ -**	**$ -**	**0.00**	**$ -**	**$ -**	**0.00**	**$ -**	**$ -**	**$30,019,895**

CBAForm 2 - Project Cost Analysis

Agency: Florida Department of Law Enforcement

Project: Florida Incident-Based Reporting System

PROJECT COST SUMMARY	*PROJECT COST SUMMARY (from CBAForm 2A)*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
TOTAL PROJECT COSTS (*)	$10,999,640	$4,721,287	$0	$0	$0	$30,019,895
CUMULATIVE PROJECT COSTS *(includes Current & Previous Years' Project-Related Costs)*	$25,298,608	$30,019,895	$30,019,895	$30,019,895	$30,019,895	
Total Costs are carried forward to CBAForm3 Project Investment Summary worksheet.						

PROJECT FUNDING SOURCES	*PROJECT FUNDING SOURCES - CBAForm 2B*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
General Revenue	$10,345,766	$4,085,992	$0	$0	$0	$14,431,759
Trust Fund	$635,295	$635,295	$0	$0	$0	$1,270,589
Federal Match ☐	$0	$0	$0	$0	$0	$0
Grants ☐	$18,579	$0	$0	$0	$0	$18,579
Other ☐ Specify	$0	$0	$0	$0	$0	$0
TOTAL INVESTMENT	$10,999,640	$4,721,287	$0	$0	$0	$15,720,927
CUMULATIVE INVESTMENT	$10,999,640	$15,720,927	$15,720,927	$15,720,927	$15,720,927	

Characterization of Project Cost Estimate - CBAForm 2C			
Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous	x	Confidence Level	10%
Order of Magnitude		Confidence Level	
Placeholder		Confidence Level	

CBAForm 3 - Project Investment Summary

Agency	Florida Department of Law Enforcement	Project	Florida Incident-Based Reporting System

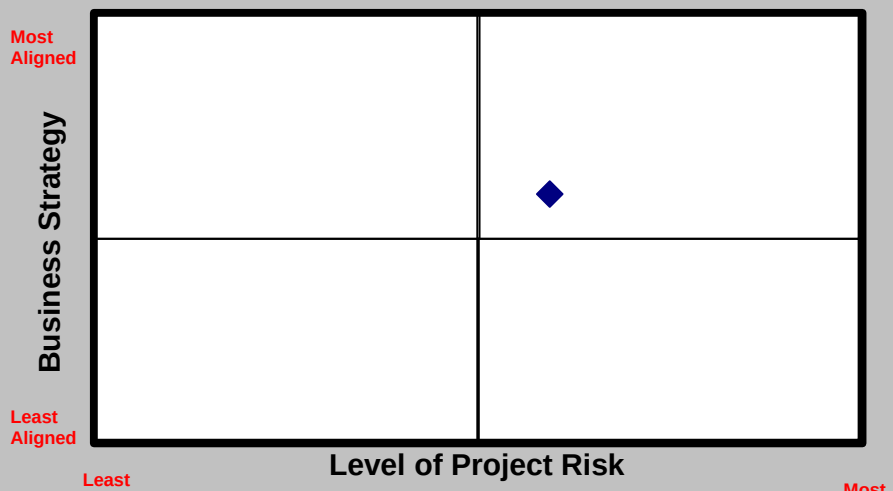
COST BENEFIT ANALYSIS -- CBAForm 3A						
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL FOR ALL YEARS
Project Cost	$10,999,640	$4,721,287	$0	$0	$0	$30,019,895
Net Tangible Benefits	($2,149,320)	($2,362,722)	($3,706,649)	($3,713,041)	($3,713,041)	($15,644,773)
Return on Investment	($27,447,928)	($7,084,009)	($3,706,649)	($3,713,041)	($3,713,041)	($45,664,668)
Year to Year Change in Program Staffing	0	0	20	20	20	

RETURN ON INVESTMENT ANALYSIS -- CBAForm 3B		
Payback Period (years)	NO PAYBACK	Payback Period is the time required to recover the investment costs of the project.
Breakeven Fiscal Year	NO PAYBACK	Fiscal Year during which the project's investment costs are recovered.
Net Present Value (NPV)	($42,837,391)	NPV is the present-day value of the project's benefits less costs over the project's lifecycle.
Internal Rate of Return (IRR)	NO IRR	IRR is the project's rate of return.

Investment Interest Earning Yield -- CBAForm 3C					
Fiscal Year	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Cost of Capital	3.30%	3.42%	3.51%	3.63%	3.80%

Project	*Florida Incident-Based Reporting System*	
Agency	*Florida Department of Law Enforcement*	
FY 2021-22 LBR Issue Code:	**FY 2021-22 LBR Issue Title:**	
36120C0	*Florida Incident-Based Reporting*	
Risk Assessment Contact Info (Name, Phone #, and E-mail Address):		
Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us		
Executive Sponsor	*Charles Schaeffer*	
Project Manager	*Kristen Grosh*	
Prepared By	*Kristen Grosh*	*8/13/2020*

Risk Assessment Summary



Project Risk Area Breakdown

Risk Assessment Areas	*Risk Exposure*
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	MEDIUM
Fiscal Assessment	HIGH
Project Organization Assessment	MEDIUM
Project Management Assessment	LOW
Project Complexity Assessment	HIGH
Overall Project Risk	HIGH

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Florida Incident-Based Reporting System	
3	Section 1 -- Strategic Area			
4	#	**Criteria**	**Values**	Answer
5	1.01	Are project objectives clearly aligned with the agency's legal mission?	0% to 40% -- Few or no objectives aligned	81% to 100% -- All or nearly all objectives aligned
6			41% to 80% -- Some objectives aligned	
7			81% to 100% -- All or nearly all objectives aligned	
8	1.02	Are project objectives clearly documented and understood by all stakeholder groups?	Not documented or agreed to by stakeholders	Documented with sign-off by stakeholders
9			Informal agreement by stakeholders	
10			Documented with sign-off by stakeholders	
11	1.03	Are the project sponsor, senior management, and other executive stakeholders actively involved in meetings for the review and success of the project?	Not or rarely involved	Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings
12			Most regularly attend executive steering committee meetings	
13			Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings	
14	1.04	Has the agency documented its vision for how changes to the proposed technology will improve its business processes?	Vision is not documented	Vision is partially documented
15			Vision is partially documented	
16			Vision is completely documented	
17	1.05	Have all project business/program area requirements, assumptions, constraints, and priorities been defined and documented?	0% to 40% -- Few or none defined and documented	81% to 100% -- All or nearly all defined and documented
18			41% to 80% -- Some defined and documented	
19			81% to 100% -- All or nearly all defined and documented	
20	1.06	Are all needed changes in law, rule, or policy identified and documented?	No changes needed	No changes needed
21			Changes unknown	
22			Changes are identified in concept only	
23			Changes are identified and documented	
24			Legislation or proposed rule change is drafted	
25	1.07	Are any project phase or milestone completion dates fixed by outside factors, e.g., state or federal law or funding restrictions?	Few or none	All or nearly all
26			Some	
27			All or nearly all	
28	1.08	What is the external (e.g. public) visibility of the proposed system or project?	Minimal or no external use or visibility	Extensive external use or visibility
29			Moderate external use or visibility	
30			Extensive external use or visibility	
31	1.09	What is the internal (e.g. state agency) visibility of the proposed system or project?	Multiple agency or state enterprise visibility	Multiple agency or state enterprise visibility
32			Single agency-wide use or visibility	
33			Use or visibility at division and/or bureau level only	
34	1.10	Is this a multi-year project?	Greater than 5 years	Between 3 and 5 years
35			Between 3 and 5 years	
36			Between 1 and 3 years	
37			1 year or less	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Florida Incident-Based Reporting System	
3	Section 2 -- Technology Area			
4	#	Criteria	Values	Answer
5	2.01	Does the agency have experience working with, operating, and supporting the proposed technical solution in a production environment?	Read about only or attended conference and/or vendor presentation	Supported prototype or production system less than 6 months
6			Supported prototype or production system less than 6 months	
7			Supported production system 6 months to 12 months	
8			Supported production system 1 year to 3 years	
9			Installed and supported production system more than 3 years	
10	2.02	Does the agency's internal staff have sufficient knowledge of the proposed technical solution to implement and operate the new system?	External technical resources will be needed for implementation and operations	External technical resources will be needed for implementation and operations
11			External technical resources will be needed through implementation only	
12			Internal resources have sufficient knowledge for implementation and operations	
13	2.03	Have all relevant technical alternatives/ solution options been researched, documented and considered?	No technology alternatives researched	Some alternatives documented and considered
14			Some alternatives documented and considered	
15			All or nearly all alternatives documented and considered	
16	2.04	Does the proposed technical solution comply with all relevant agency, statewide, or industry technology standards?	No relevant standards have been identified or incorporated into proposed technology	Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards
17			Some relevant standards have been incorporated into the proposed technology	
18			Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards	
19	2.05	Does the proposed technical solution require significant change to the agency's existing technology infrastructure?	Minor or no infrastructure change required	Minor or no infrastructure change required
20			Moderate infrastructure change required	
21			Extensive infrastructure change required	
22			Complete infrastructure replacement	
23	2.06	Are detailed hardware and software capacity requirements defined and documented?	Capacity requirements are not understood or defined	Capacity requirements are based on historical data and new system design specifications and performance requirements
24			Capacity requirements are defined only at a conceptual level	
25			Capacity requirements are based on historical data and new system design specifications and performance requirements	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Florida Incident-Based Reporting System	
3	Section 3 -- Organizational Change Management Area			
4	#	Criteria	Values	Answer
5	3.01	What is the expected level of organizational change that will be imposed within the agency if the project is successfully implemented?	Extensive changes to organization structure, staff or business processes	Minimal changes to organization structure, staff or business processes structure
6			Moderate changes to organization structure, staff or business processes	
7			Minimal changes to organization structure, staff or business processes structure	
8	3.02	Will this project impact essential business processes?	Yes	No
9			No	
10	3.03	Have all business process changes and process interactions been defined and documented?	0% to 40% -- Few or no process changes defined and documented	41% to 80% -- Some process changes defined and documented
11			41% to 80% -- Some process changes defined and documented	
12			81% to 100% -- All or nearly all processes defiined and documented	
13	3.04	Has an Organizational Change Management Plan been approved for this project?	Yes	Yes
14			No	
15	3.05	Will the agency's anticipated FTE count change as a result of implementing the project?	Over 10% FTE count change	Less than 1% FTE count change
16			1% to 10% FTE count change	
17			Less than 1% FTE count change	
18	3.06	Will the number of contractors change as a result of implementing the project?	Over 10% contractor count change	Less than 1% contractor count change
19			1 to 10% contractor count change	
20			Less than 1% contractor count change	
21	3.07	What is the expected level of change impact on the citizens of the State of Florida if the project is successfully implemented?	Extensive change or new way of providing/receiving services or information)	Extensive change or new way of providing/receiving services or information)
22			Moderate changes	
23			Minor or no changes	
24	3.08	What is the expected change impact on other state or local government agencies as a result of implementing the project?	Extensive change or new way of providing/receiving services or information	Extensive change or new way of providing/receiving services or information
25			Moderate changes	
26			Minor or no changes	
27	3.09	Has the agency successfully completed a project with similar organizational change requirements?	No experience/Not recently (>5 Years)	Recently completed project with greater change requirements
28			Recently completed project with fewer change requirements	
29			Recently completed project with similar change requirements	
30			Recently completed project with greater change requirements	

	B	C	D	E
1	Agency: Agency Name			Project: Project Name
3	Section 4 -- Communication Area			
4	#	Criteria	Value Options	Answer
5	4.01	Has a documented Communication Plan been approved for this project?	Yes	Yes
6			No	
7	4.02	Does the project Communication Plan promote the collection and use of feedback from management, project team, and business stakeholders (including end users)?	Negligible or no feedback in Plan	Routine feedback in Plan
8			Routine feedback in Plan	
9			Proactive use of feedback in Plan	
10	4.03	Have all required communication channels been identified and documented in the Communication Plan?	Yes	Yes
11			No	
12	4.04	Are all affected stakeholders included in the Communication Plan?	Yes	Yes
13			No	
14	4.05	Have all key messages been developed and documented in the Communication Plan?	Plan does not include key messages	Some key messages have been developed
15			Some key messages have been developed	
16			All or nearly all messages are documented	
17	4.06	Have desired message outcomes and success measures been identified in the Communication Plan?	Plan does not include desired messages outcomes and success measures	Plan does not include desired messages outcomes and success measures
18			Success measures have been developed for some messages	
19			All or nearly all messages have success measures	
20	4.07	Does the project Communication Plan identify and assign needed staff and resources?	Yes	Yes
21			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Florida Incident-Based Reporting System	
3	Section 5 -- Fiscal Area			
4	#	Criteria	Values	Answer
5	5.01	Has a documented Spending Plan been approved for the entire project lifecycle?	Yes	No
6			No	
7	5.02	Have all project expenditures been identified in the Spending Plan?	0% to 40% -- None or few defined and documented	81% to 100% -- All or nearly all defined and documented
8			41% to 80% -- Some defined and documented	
9			81% to 100% -- All or nearly all defined and documented	
10	5.03	What is the estimated total cost of this project over its entire lifecycle?	Unknown	Greater than $10 M
11			Greater than $10 M	
12			Between $2 M and $10 M	
13			Between $500K and $1,999,999	
14			Less than $500 K	
15	5.04	Is the cost estimate for this project based on quantitative analysis using a standards-based estimation model?	Yes	No
16			No	
17	5.05	What is the character of the cost estimates for this project?	Detailed and rigorous (accurate within ±10%)	Order of magnitude – estimate could vary between 10-100%
18			Order of magnitude – estimate could vary between 10-100%	
19			Placeholder – actual cost may exceed estimate by more than 100%	
20	5.06	Are funds available within existing agency resources to complete this project?	Yes	No
21			No	
22	5.07	Will/should multiple state or local agencies help fund this project or system?	Funding from single agency	Funding from other state agencies
23			Funding from local government agencies	
24			Funding from other state agencies	
25	5.08	If federal financial participation is anticipated as a source of funding, has federal approval been requested and received?	Neither requested nor received	Requested and received
26			Requested but not received	
27			Requested and received	
28			Not applicable	
29	5.09	Have all tangible and intangible benefits been identified and validated as reliable and achievable?	Project benefits have not been identified or validated	Most project benefits have been identified but not validated
30			Some project benefits have been identified but not validated	
31			Most project benefits have been identified but not validated	
32			All or nearly all project benefits have been identified and validated	
33	5.10	What is the benefit payback period that is defined and documented?	Within 1 year	No payback
34			Within 3 years	
35			Within 5 years	
36			More than 5 years	
37			No payback	
38	5.11	Has the project procurement strategy been clearly determined and agreed to by affected stakeholders?	Procurement strategy has not been identified and documented	Stakeholders have reviewed and approved the proposed procurement strategy
39			Stakeholders have not been consulted re: procurement strategy	
40			Stakeholders have reviewed and approved the proposed procurement strategy	
41	5.12	What is the planned approach for acquiring necessary products and solution services to successfully complete the project?	Time and Expense (T&E)	Combination FFP and T&E
42			Firm Fixed Price (FFP)	
43			Combination FFP and T&E	
44	5.13	What is the planned approach for procuring hardware and software for the project?	Timing of major hardware and software purchases has not yet been determined	Just-in-time purchasing of hardware and software is documented in the project schedule
45			Purchase all hardware and software at start of project to take advantage of one-time discounts	
46			Just-in-time purchasing of hardware and software is documented in the project schedule	
47	5.14	Has a contract manager been assigned to this project?	No contract manager assigned	Contract manager assigned is not the procurement manager or the project manager
48			Contract manager is the procurement manager	
49			Contract manager is the project manager	
50			Contract manager assigned is not the procurement manager or the project manager	
51	5.15	Has equipment leasing been considered for the project's large-scale computing purchases?	Yes	Yes
52			No	
53	5.16	Have all procurement selection criteria and outcomes been clearly identified?	No selection criteria or outcomes have been identified	Some selection criteria and outcomes have been defined and documented
54			Some selection criteria and outcomes have been defined and documented	
55			All or nearly all selection criteria and expected outcomes have been defined and documented	
56	5.17	Does the procurement strategy use a multi-stage evaluation process to progressively narrow the field of prospective vendors to the single, best qualified candidate?	Procurement strategy has not been developed	Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor
57			Multi-stage evaluation not planned/used for procurement	
58			Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor	
59	5.18	For projects with total cost exceeding $10 million, did/will the procurement strategy require a proof of concept or prototype as part of the bid response?	Procurement strategy has not been developed	Yes, bid response did/will include proof of concept or prototype
60			No, bid response did/will not require proof of concept or prototype	
61			Yes, bid response did/will include proof of concept or prototype	
62			Not applicable	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Florida Incident-Based Reporting System	
3	Section 6 -- Project Organization Area			
4	#	Criteria	Values	Answer
5	6.01	Is the project organization and governance structure clearly defined and documented within an approved project plan?	Yes	Yes
6			No	
7	6.02	Have all roles and responsibilities for the executive steering committee been clearly identified?	None or few have been defined and documented	All or nearly all have been defined and documented
8			Some have been defined and documented	
9			All or nearly all have been defined and documented	
10	6.03	Who is responsible for integrating project deliverables into the final solution?	Not yet determined	System Integrator (contractor)
11			Agency	
12			System Integrator (contractor)	
13	6.04	How many project managers and project directors will be responsible for managing the project?	3 or more	3 or more
14			2	
15			1	
16	6.05	Has a project staffing plan specifying the number of required resources (including project team, program staff, and contractors) and their corresponding roles, responsibilities and needed skill levels been developed?	Needed staff and skills have not been identified	Some or most staff roles and responsibilities and needed skills have been identified
17			Some or most staff roles and responsibilities and needed skills have been identified	
18			Staffing plan identifying all staff roles, responsibilities, and skill levels have been documented	
19	6.06	Is an experienced project manager dedicated fulltime to the project?	No experienced project manager assigned	Yes, experienced project manager dedicated full-time, 100% to project
20			No, project manager is assigned 50% or less to project	
21			No, project manager assigned more than half-time, but less than full-time to project	
22			Yes, experienced project manager dedicated full-time, 100% to project	
23	6.07	Are qualified project management team members dedicated full-time to the project	None	Yes, business, functional or technical experts dedicated full-time, 100% to project
24			No, business, functional or technical experts dedicated 50% or less to project	
25			No, business, functional or technical experts dedicated more than half-time but less than full-time to project	
26			Yes, business, functional or technical experts dedicated full-time, 100% to project	
27	6.08	Does the agency have the necessary knowledge, skills, and abilities to staff the project team with in-house resources?	Few or no staff from in-house resources	Half of staff from in-house resources
28			Half of staff from in-house resources	
29			Mostly staffed from in-house resources	
30			Completely staffed from in-house resources	
31	6.09	Is agency IT personnel turnover expected to significantly impact this project?	Minimal or no impact	Minimal or no impact
32			Moderate impact	
33			Extensive impact	
34	6.10	Does the project governance structure establish a formal change review and control board to address proposed changes in project scope, schedule, or cost?	Yes	Yes
35			No	
36	6.11	Are all affected stakeholders represented by functional manager on the change review and control board?	No board has been established	No, all stakeholders are not represented on the board
37			No, only IT staff are on change review and control board	
38			No, all stakeholders are not represented on the board	
39			Yes, all stakeholders are represented by functional manager	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Florida Incident-Based Reporting System	
3	Section 7 -- Project Management Area			
4	#	Criteria	Values	Answer
5	7.01	Does the project management team use a standard commercially available project management methodology to plan, implement, and control the project?	No	Yes
6			Project Management team will use the methodology selected by the systems integrator	
7			Yes	
8	7.02	For how many projects has the agency successfully used the selected project management methodology?	None	More than 3
9			1-3	
10			More than 3	
11	7.03	How many members of the project team are proficient in the use of the selected project management methodology?	None	Some
12			Some	
13			All or nearly all	
14	7.04	Have all requirements specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	81% to 100% -- All or nearly all have been defined and documented
15			41 to 80% -- Some have been defined and documented	
16			81% to 100% -- All or nearly all have been defined and documented	
17	7.05	Have all design specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	81% to 100% -- All or nearly all have been defined and documented
18			41 to 80% -- Some have been defined and documented	
19			81% to 100% -- All or nearly all have been defined and documented	
20	7.06	Are all requirements and design specifications traceable to specific business rules?	0% to 40% -- None or few are traceable	81% to 100% -- All or nearly all requirements and specifications are traceable
21			41 to 80% -- Some are traceable	
22			81% to 100% -- All or nearly all requirements and specifications are traceable	
23	7.07	Have all project deliverables/services and acceptance criteria been clearly defined and documented?	None or few have been defined and documented	All or nearly all deliverables and acceptance criteria have been defined and documented
24			Some deliverables and acceptance criteria have been defined and documented	
25			All or nearly all deliverables and acceptance criteria have been defined and documented	
26	7.08	Is written approval required from executive sponsor, business stakeholders, and project manager for review and sign-off of major project deliverables?	No sign-off required	Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables
27			Only project manager signs-off	
28			Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables	
29	7.09	Has the Work Breakdown Structure (WBS) been defined to the work package level for all project activities?	0% to 40% -- None or few have been defined to the work package level	41 to 80% -- Some have been defined to the work package level
30			41 to 80% -- Some have been defined to the work package level	
31			81% to 100% -- All or nearly all have been defined to the work package level	
32	7.10	Has a documented project schedule been approved for the entire project lifecycle?	Yes	No
33			No	
34	7.11	Does the project schedule specify all project tasks, go/no-go decision points (checkpoints), critical milestones, and resources?	Yes	No
35			No	
36	7.12	Are formal project status reporting processes documented and in place to manage and control this project?	No or informal processes are used for status reporting	Project team and executive steering committee use formal status reporting processes
37			Project team uses formal processes	
38			Project team and executive steering committee use formal status reporting processes	
39	7.13	Are all necessary planning and reporting templates, e.g., work plans, status reports, issues and risk management, available?	No templates are available	All planning and reporting templates are available
40			Some templates are available	
41			All planning and reporting templates are available	
42	7.14	Has a documented Risk Management Plan been approved for this project?	Yes	Yes
43			No	
44	7.15	Have all known project risks and corresponding mitigation strategies been identified?	None or few have been defined and documented	All known risks and mitigation strategies have been defined
45			Some have been defined and documented	
46			All known risks and mitigation strategies have been defined	
47	7.16	Are standard change request, review and approval processes documented and in place for this project?	Yes	Yes
48			No	
49	7.17	Are issue reporting and management processes documented and in place for this project?	Yes	Yes
50			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Florida Incident-Based Reporting System	
2				
3	Section 8 -- Project Complexity Area			
4	#	Criteria	Values	Answer
5	8.01	How complex is the proposed solution compared to the current agency systems?	Unknown at this time	More complex
6			More complex	
7			Similar complexity	
8			Less complex	
9	8.02	Are the business users or end users dispersed across multiple cities, counties, districts, or regions?	Single location	More than 3 sites
10			3 sites or fewer	
11			More than 3 sites	
12	8.03	Are the project team members dispersed across multiple cities, counties, districts, or regions?	Single location	Single location
13			3 sites or fewer	
14			More than 3 sites	
15	8.04	How many external contracting or consulting organizations will this project require?	No external organizations	1 to 3 external organizations
16			1 to 3 external organizations	
17			More than 3 external organizations	
18	8.05	What is the expected project team size?	Greater than 15	5 to 8
19			9 to 15	
20			5 to 8	
21			Less than 5	
22	8.06	How many external entities (e.g., other agencies, community service providers, or local government entities) will be impacted by this project or system?	More than 4	More than 4
23			2 to 4	
24			1	
25			None	
26	8.07	What is the impact of the project on state operations?	Business process change in single division or bureau	Statewide or multiple agency business process change
27			Agency-wide business process change	
28			Statewide or multiple agency business process change	
29	8.08	Has the agency successfully completed a similarly-sized project when acting as Systems Integrator?	Yes	Yes
30			No	
31	8.09	What type of project is this?	Infrastructure upgrade	Implementation requiring software development or purchasing commercial off the shelf (COTS) software
32			Implementation requiring software development or purchasing commercial off the shelf (COTS) software	
33			Business Process Reengineering	
34			Combination of the above	
35	8.10	Has the project manager successfully managed similar projects to completion?	No recent experience	Similar size and complexity
36			Lesser size and complexity	
37			Similar size and complexity	
38			Greater size and complexity	
39	8.11	Does the agency management have experience governing projects of equal or similar size and complexity to successful completion?	No recent experience	Greater size and complexity
40			Lesser size and complexity	
41			Similar size and complexity	
42			Greater size and complexity	

SCHEDULE IV-B FOR CRIMINAL JUSTICE DATA TRANSPARENCY

For Fiscal Year 2021-22

October 15, 2020

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

Contents

I. Schedule IV-B Cover Sheet 2
II. Schedule IV-B Business Case – Strategic Needs Assessment 3
A. Background and Strategic Needs Assessment 3
1. Business Need 3
2. Business Objectives 3
B. Baseline Analysis 4
1. Current Business Process(es) 4
2. Assumptions and Constraints 5
C. Proposed Business Process Requirements 6
1. Process Requirements 6
2. Business Solution Alternatives 7
3. Rationale for Selection 7
4. Recommended Business Solution 7
D. Functional and Technical Requirements 7
III. Success Criteria 9
IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis 10
A. Benefits Realization Table 10
B. Cost Benefit Analysis (CBA) 10
V. Schedule IV-B Major Project Risk Assessment 11
VI. Schedule IV-B Technology Planning 13
A. Current Information Technology Environment 13
1. Current System 13
2. Information Technology Standards 13
B. Current Hardware and/or Software Inventory 13
C. Proposed Technical Solution 13
1. Technical Solution Alternatives 13
2. Rationale for Selection 14
3. Recommended Technical Solution 14
D. Proposed Solution Description 14
1. Summary Description of Proposed System 14
2. Resource and Summary Level Funding Requirements for Proposed Solution (if known) 15
VII. Schedule IV-B Project Management Planning 16
VIII. Appendices 22

I. Schedule IV-B Cover Sheet

Schedule IV-B Cover Sheet and Agency Project Approval	
Agency: Florida Department of Law Enforcement	Schedule IV-B Submission Date: October 15, 2020
Project Name: Criminal Justice Data Transparency	Is this project included in the Agency's LRPP? ____ Yes __X__ No
FY 2021-22 LBR Issue Code: 36121C0	FY 2021-22 LBR Issue Title: Criminal Justice Data Transparency
Agency Contact for Schedule IV-B (Name, Phone #, and E-mail address): Ebony Tisby, 850-410-8860, ebonytisby@fdle.state.fl.us	
AGENCY APPROVAL SIGNATURES	
I am submitting the attached Schedule IV-B in support of our legislative budget request. I have reviewed the estimated costs and benefits documented in the Schedule IV-B and believe the proposed solution can be delivered within the estimated time for the estimated costs to achieve the described benefits. I agree with the information in the attached Schedule IV-B.	
Agency Head: Printed Name: Richard Swearingen	Date: 10/14/2020
Agency Chief Information Officer (or equivalent): Printed Name: Joey Hornsby	Date: 10/15/2020
Budget Officer: Printed Name: Cynthia Barr	Date: 10/14/2020
Planning Officer: Sharon Wester Printed Name: Sharon Wester	Date: 10/14/2020
Project Sponsor: Printed Name: Charles Schaeffer	Date: 10/14/2020
Schedule IV-B Preparers (Name, Phone #, and E-mail address):	
Business Need:	Renee Strickland, 850-410-7100, ReneeStrickland@fdle.state.fl.us
Cost Benefit Analysis:	Danielle Rioux, 850-410-7245, DanielleRioux@fdle.state.fl.us
Risk Analysis:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us
Technology Planning:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us
Project Planning:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us

II. Schedule IV-B Business Case – Strategic Needs Assessment

A. Background and Strategic Needs Assessment

Purpose: To clearly articulate the business-related need(s) for the proposed project

1. Business Need

The Florida Legislature passed Senate Bill 1392 (SB1392) creating s. 900.05 and s. 943.6871, Florida Statutes, during the 2018 Legislative Session. SB1392 took effect on July 1, 2018. This legislation requires contributors to provide criminal justice data and statistics to the Florida Department of Law Enforcement (FDLE) as part of a Criminal Justice Data Transparency (CJDT) initiative. The legislation stipulates specific parameters concerning the data collections and directs FDLE to provide public access to the data. FDLE is responsible for receiving specific data elements from each entity on a monthly basis and making the information publicly available beginning January 1, 2019.

The 2019 Legislative Session, though House Bill (HB) 7125 amended s. 900.05 and s.943.6871, Florida Statutes, addressing the confidentiality of the data received. The contributors required to submit data to FDLE was expanded. The CJDT contributors are the Clerks of Court, state attorneys, public defenders, county detention facilities, Justice Administrative Commission (JAC), criminal regional conflict counsel, and the Florida Department of Corrections.

Some of the required data elements from the Clerks of Court and Florida Department of Corrections are already provided to FDLE through existing courses of business. However, these data elements are for specific purposes and do not meet the standards necessary to fulfill all the requirements of this legislation. The remaining data elements must be clearly defined and methods identified for submission to FDLE for inclusion in the information made publicly accessible.

The data provided by the contributors must be maintained by FDLE in a modern, open, electronic format that is machine-readable and readily accessible through FDLE's website. The data must be available via the internet and must be searchable by data element, county, judicial circuit, or unique identifier. A unique identifier must be created for each criminal case received from the Clerks of Court to identify the person who is the subject of the criminal case and must be the same for all information related to that person at any time. The legislation places limits on the creation of the unique identifier but places the responsibility for linking the data on FDLE.

The combined CJDT and Uniform Arrest Affidavit (UAA) project has been separated for FY 21-22. The requirements of s.943.6871(1) through (9), F.S. are met through CJDT, and a separate budget request. The uniform arrest affidavit as defined in s.943.6871(10), F.S. is in this Schedule IV-B.

2. Business Objectives

To implement the CJDT requirements, FDLE must support the following business objectives:

- Collect specified data at least monthly from the contributors.
- Support data transmissions from contributors through secure channels.
- Meet current Federal Bureau of Investigation (FBI), FDLE, and state security requirements and support updates to security requirements.
- Create a unique identifier for each person who is the subject of the criminal case.
- Maintain the unique identifier across local and state entities for all information related to that person at any time.
- Collect, compile, maintain, and manage the data submitted by contributors and coordinate related activities to make such data comparable, transferable, and readily usable.
- Monitor data collection procedures and test data quality.
- Develop methods for archiving data, retrieving archived data, and data editing and verification.
- Provide administrative reporting for data submissions and analysis purposes.

- Leverage the FIBRS automated data collection of law enforcement employee counts for other contributors.
- Publish data using an internet-based database in a modern, open, electronic format that is machine-readable, readily accessible and searchable through FDLE's website.
- Ensure published data complies with confidentiality rules.
- Manage state pass through funds to the contributors for implementing the technical requirements.

Upon completion, the public must be able to:

- Have free access to the outlined criminal justice data through FDLE's public website.
- Search the database, at a minimum, by data element, county, judicial circuit, or unique identifier.
- Download the search results in multiple formats.

B. Baseline Analysis

1. Current Business Process(es)

Purpose: To establish a basis for understanding the business processes, stakeholder groups, and current technologies that will be affected by the project and the level of business transformation that will be required for the project to be successful.

The creation of s. 900.05 and s.943.6871, Florida Statutes directs FDLE to provide new services. FDLE currently has many processes that coordinate data submission from other local and state agencies, data processing, and publication. These data submissions occur for data that enters the repository of computerized criminal history records (CCH), the Uniform Crime Reports (UCR) program, and the Sexual Offender and Predator Registry (SOPR). Current processes are outlined as follows:

CCH
The clerks of court, county detention facilities, and the Florida Department of Corrections provide some of the specified data to FDLE's CCH files which serve as the State's criminal history repository. The submitted data updates the criminal history records after passing through rigorous data matching processes to ensure that the data are associated with the correct person's record. The CCH system has internal quality checks and verifications to ensure data integrity and validity. By statute CCH data is not public, therefore limited summaries of arrest data are currently represented on FDLE's website. They are displayed as an aggregate trend, presented in a graphical form, and compared to Florida's UCR incident trends for similar crime types.

UCR
Summary crime data are currently submitted to FDLE by over 400 local and state agencies twice annually for UCR Offenses and Clearances that have occurred for the specified period. Agencies may upload text files into the UCR Input System, or may individually enter data directly into the system. Submissions for seven segments are required, including Arrest, Offense, Property, Weapon, Domestic Violence, Arson, and Motor Vehicles and two segments are optional, including Law Enforcement Officers Killed and Assaulted and Supplemental Homicide Reports. The UCR Input System has internal quality checks and verifications.

Florida compiles, reports, and publishes data semi-annually that display aggregated counts for the semi-annual (January through June) and annual (January through December) reporting cycles. The data is currently summarized by total offense counts by crime type and unique crime type characteristics on annual basis. Arrest totals for each crime are also available with counts by County, Age and Sex, and Judicial Circuit. (FIBRS will replace this reporting.)

SOPR
Florida sexual offenders and predators are required to register quarterly or biannually, based on their registration requirements. FDLE receives data about individuals who have registered as a sexual offender or predator on a daily

basis from over 400 local and state agencies and the Department of Highway Safety and Motor Vehicles. Data are transmitted to FDLE via text file, which is validated and uploaded into the Sexual Offender and Predator Database. Florida's Sexual Offenders and Predators database is freely available and searchable online.

Other Published Data
FDLE has other searchable databases currently available to the public online including the Public Access System (PAS) http://pas.fdle.state.fl.us/pas/restricted/PAS/home/home.jsf). In addition, the Florida Department of Corrections offers their searchable Corrections Offender Network to the public online (http://www.dc.state.fl.us/offendersearch/).

Other Data Distribution by FDLE

Criminal History Record Checks
A full criminal history may be requested for an individual through FDLE's criminal history record check service and is subject to a fee. These data are not otherwise published or publicly available.

Privacy and Security Agreements
Limited individual criminal history information may be provided under certain restrictions based on s. 943.057, Florida Statutes and Rule 11C-6.005, Florida Administrative Code. Researchers may request criminal history information only for research and statistical purposes as part of a Privacy and Security Agreement with FDLE. These data are limited to as little criminal history information as possible to fulfill the request, and researchers must follow definitive rules to ensure the protection of the data provided. Such requests are subject to a fee.

Public Records Requests
Limited arrest and court information may be provided under certain restrictions based on s. 119, Florida Statutes. Individuals requesting data based on the Public Records law receive aggregated counts from CCH or UCR based on their specific request. Requests are subject to a fee.

2. Assumptions and Constraints

Assumptions

The following assumptions relate to CJDT:

- The accessibility of crime data and statistics is critical to Florida's criminal justice policy makers who analyze criminal justice data and prepare statistical reports to inform the public about the criminal justice process in the State.
- Detailed requirements need to be documented before moving forward with the project.
- The system will comply with state of Florida and FBI Criminal Justice Information Services (CJIS) Security Policy.
- Contributors will make data available in a format supported by the CJDT database.
- FDLE will published data in a modern, open, electronic format that is machine readable and readily accessible on FDLE's website.
- FDLE will create a unique identifier for each person that must be the same for that person in any court case and used across local and state entities for all information related to that person at any time.
- FDLE will disseminate reported criminal justice data.
- Public access to the database will not require a license or fee to receive information.
- To the extent possible, the system will leverage data submitted by other FDLE Criminal Justice Analytics data sources.
- Implementation of a uniform arrest affidavit will improve the quality of the CJDT data.

Constraints

The following constraints relate to CJDT:

- The data required for CJDT include Personally Identifiable Information (PII) and Criminal Justice Information (CJI) which must both be protected and managed according to the FBI CJIS Security Policy in motion and at rest.
- Corresponding data elements submitted by each entity must have agreed-upon definitions for each element.
- Search and display functions of the publicly available data will not exceed capabilities of FDLE's website platform.
- Unique person identifiers are based on demographic data, not biometrics; as such links may change as data modifies.
- Data must be in an electronic format that is machine readable and readily accessible on FDLE's website.
- Data must be made comparable, transferable, and readily usable.
- FDLE must develop methods for archiving data, retrieving archived data, and data editing and verification.
- Submissions to FDLE must include standard data element names, standard business rules, and standard format of data collection.
- The Criminal and Juvenile Justice Information Systems (CJJIS) Council must approve the technical specifications.

C. Proposed Business Process Requirements

1. Process Requirements

Purpose: To establish a basis for understanding what business process requirements the proposed solution must meet in order to select an appropriate solution for the project.

Criminal justice data transparency requires the establishment of technical specifications and processes to facilitate the availability of comparable and uniform criminal justice data. FDLE is required to collect, compile, maintain, manage, and publish the data required by s. 900.05, F.S. and ensure that the data is comparable, transferable, and readily usable. The data must be publicly available, searchable, and downloadable, and records must be linked by individual. Some of the following processes are required for CJDT:

1) Create a technical specification(s) that defines data objects, descriptive data fields, and options for each data element that is readily accessible through FDLE's website.
2) Establish requirements on how entities submit data.
3) Develop test environment for verifying connectivity with agencies.
4) Establish rules on how the data will be compiled, processed, structured, used, or shared.
5) Develop methods for data editing and verification.
6) Establish procedures for implementing and monitoring the internet database, including the frequency in which the data is refreshed, e.g., biweekly, monthly.
7) Provide rules for linking all information associated with each case number and unique identifier.
8) Establish processed for exposing data to be accessed by the public.
9) Monitor data collection procedures.
10) Test data quality for accuracy, validity, reliability, and completeness.
11) Develop methods and rules for archiving and retrieving archived data.

12) Collect, compile, maintain, and manage the data submitted by contributors and coordinate related activities to collect and submit data.

2. Business Solution Alternatives

The CJDT legislation impacts several contributors concerning data collections and public access to the data. FDLE is responsible for ensuring that the specific data elements are received from local and state agencies on a monthly basis.

Three approaches were evaluated as follows:

Approach 1 – Develop a repository or data warehouse, to house all the required data elements to include the elements that are collected through the CCH system. In addition, procure a separate platform to house required statistical reports, and the open data management platform.
Approach 2 – Develop a new system based on the existing data submissions from other agencies, with additional variables added to satisfy legislative requirements.
Approach 3 – Develop a new system to collect, process, store, and display required data.

3. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a business solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders.

These criteria include:

- Initial and future workload for required entities
- Support for multiple data sets used by the state
- Ability to automate or streamline data collection processes
- Ability to disseminate crime data to the public and stakeholders
- Impact to data systems of submitting entities
- Impact to FDLE Information Technology Services and systems
- Costs

4. Recommended Business Solution

After evaluation of several approaches, the recommended technical solution is Approach 1. With this approach, FDLE will develop a central repository to house all the data elements. The electronic submission of the data will happen through several data streams from agencies to FDLE. This will include data submissions from systems such as the CCH system. Other statistical data will be gathered through pre-determined methods, compiled, analyzed and made available to the public. All data, as allowed by law or policy, will be available through an Open Data Management Platform.

D. Functional and Technical Requirements

Purpose: To identify the functional and technical system requirements that must be met by the project.

Data Collection and Storage

Pursuant to s. 900.05, F.S., state and local entities will coordinate related activities to collect and submit data. FDLE must:

- Create a unique identifier for each person who is the subject of the criminal case
- Create a technical specification that defines data objects, describing data fields, and detailing the meaning of and options for each data element reported
- Establish a solution to automate the processes for collecting, validating, auditing, updating, and storing data from the required contributors

- Provide automated data quality checks on the data received from the required contributors to ensure it meets CJDT technical specifications and business rules
- Standardize submissions per the technical specifications and update CCH to meet the new technical specifications
- Provide the ability to export data in multiple formats
- Meet state and federal CJIS security policy, standards, and requirements
- Provide a mechanism for external systems/agencies to exchange data and expand to additional systems in the future

III. Success Criteria

Purpose: To identify the critical results, both outputs and outcomes, that must be realized for the project to be considered a success.

SUCCESS CRITERIA TABLE				
#	Description of Criteria	How will the Criteria be measured/assessed?	Who benefits?	Realization Date (MM/YY)
1	More detailed Criminal Justice Data available in centralized repository	Agencies submit data using FDLE rule and technical requirements	FDLE Local and state agencies/officials State policymakers Public	01/21
2	More detailed and accurate crime data available	Agencies submit data to repository.	FDLE Local and state agencies/officials State policymakers Public	06/22
3	Leverage new technology	Use of standards such as web services and open data platform	FDLE Local and state agencies/officials Public	10/20 12/19 began publishing legacy date on new technology
4	More data available to public and stakeholder as defined by FDLE rule and requirements	Data availability in public format	FDLE Local and state agencies/officials State policymakers Public	01/21
5	Consistent collection, linkage, and reporting of criminal justice data from multiple data owners	Definitions of identified data elements for use by all agencies	FDLE Local and state agencies/officials State policymakers Public	10/20

IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis

A. Benefits Realization Table

Purpose: To calculate and declare the tangible benefits compared to the total investment of resources needed to support the proposed IT project.

BENEFITS REALIZATION TABLE					
#	Description of Benefit	Who receives the benefit?	How is benefit realized?	How is the realization of the benefit measured?	Realization Date (MM/YY)
1	Data for applicable criminal justice data for use by all Criminal Justice Agencies	Criminal Justice Agencies; State and Local Policymakers; State and Local governments; FDLE.	Creation of a data catalog	Evaluated and adopted by the oversight council, CJJIS Council	07/20 (completed)
2	More detailed Criminal Justice Data available in centralized repository	Criminal Justice Agencies; State and Local Policymakers; State and Local governments; FDLE; Public.	Data is collected and made available on a consistent basis	Implementation of new methods for receiving and publishing of open data.	06/22
3	Automated submission processes and availability of information as defined by law	Criminal Justice Agencies; State and Local Policymakers; State and Local governments; FDLE; Public.	Data is collected in an automated process, analyzed, and published in open data platform	Implementation of new methods for receiving and publishing of open data.	06/22

B. Cost Benefit Analysis (CBA)

Purpose: To provide a comprehensive financial prospectus specifying the project's tangible benefits, funding requirements, and proposed source(s) of funding.

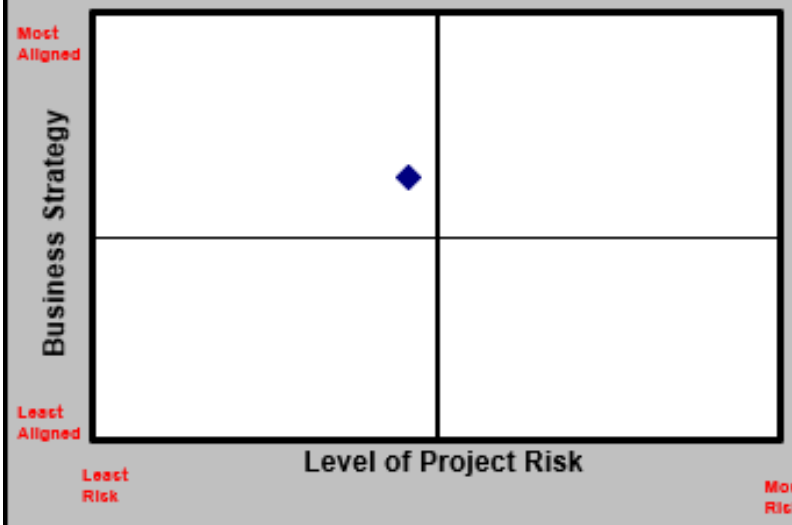
Cost Benefit Analysis spreadsheets are in Appendix C.

V. Schedule IV-B Major Project Risk Assessment

Purpose: To provide an initial high-level assessment of overall risk incurred by the project to enable appropriate risk mitigation and oversight and to improve the likelihood of project success. The risk assessment summary identifies the overall level of risk associated with the project and provides an assessment of the project's alignment with business objectives.

Project	Criminal Justice Data Transparency	
Agency	Florida Department of Law Enforcement	
FY 2019-20 LBR Issue Code:	FY 2019-20 LBR Issue Title:	
36121C0	Criminal Justice Data Transparency	
Risk Assessment Contact Info (Name, Phone #, and E-mail Address):		
Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us		
Executive Sponsor	Charles Schaeffer	
Project Manager	Abdullah Alman	
Prepared By	Abdullah Alman	9/30/2020

Risk Assessment Summary



Project Risk Area Breakdown

Risk Assessment Areas	Risk Exposur
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	MEDIUM
Fiscal Assessment	MEDIUM
Project Organization Assessment	MEDIUM
Project Management Assessment	LOW
Project Complexity Assessment	MEDIUM
Overall Project Risk	MEDIUM

VI. Schedule IV-B Technology Planning

A. Current Information Technology Environment

Purpose: To ensure there is close alignment with the business and functional requirements and the selected technology.

1. Current System

a. Description of Current System

The Florida Department of Law Enforcement does not have a current established business process for these systems. These are new requirements for the Department.

b. Current System Resource Requirements

Not applicable

c. Current System Performance

Not applicable

2. Information Technology Standards

See attached Appendix F for FDLE information technology standards. When applicable, FDLE's information technology standards are followed. Additional requirements are listed below.

- Requirements of Florida Statutes sections 282.318, 501.171, 775.085, 812.014, 815.06, 817.568, 847.0135, 847.0137, 847.0138, 847.0139, 877.19, 900.05, 943.05, 943.051, 943.053, 943.054, 943.0544, 943.6871, and Chapters 119, 815, 817 Part II, 934, in addition to a variety of other statutes detailing background screening requirements, which describe FDLE's duties as the State's central repository for criminal record information and gateway to the Federal repository.
- NIEM 4.2 (or current version)

B. Current Hardware and/or Software Inventory

Not applicable.

C. Proposed Technical Solution

1. Technical Solution Alternatives

The CJDT legislation impacts several contributors concerning data collections and public access to the data. The FDLE is responsible for ensuring that the specific data elements are received from local and state agencies on a monthly basis.

Three approaches were evaluated as follows:

Approach 1 – Develop a repository or data warehouse, to house all the required data elements to include the elements that are collected through the CCH system. In addition, procure a separate platform to house required statistical reports, and the open data management platform.

Approach 2 – Develop a new system based on the existing data submissions from other agencies, with additional variables added to satisfy legislative requirements.

Approach 3 – Develop a new system to collect, process, store, and display required data.

2. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a business solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders.

These criteria include:

- Initial and future workload for required entities
- Support for multiple data sets used by the state
- Ability to automate or streamline data collection processes
- Ability to disseminate crime data to the public and stakeholders
- Impact to data systems of submitting entities
- Impact to FDLE IT services and systems
- Costs

3. Recommended Technical Solution

After evaluation of several approaches, the recommended technical solution is Approach 1. With this approach, FDLE will develop a central repository to house all the data elements. The electronic submission of the data will happen through several data streams from agencies to FDLE. This will include data submissions from systems such as the CCH system and the Florida Incident-Based Reporting System (FIBRS). Other statistical data will be gathered through pre-determined methods, compiled, analyzed and made available to the public. All data, as allowed by law or policy, will be available through an Open Data Management Platform.

D. Proposed Solution Description

The CJDT solution will leverage technology from the Florida Incident-Based Reporting System (FIBRS) project by utilizing a standard technical specification that will streamline the submission of data to FDLE. This will have the added benefit of reducing the need for multiple repositories. Independently implementing CJDT will significantly increase the cost for FDLE and data contributors.

1. Summary Description of Proposed System

There are two major components that are part of the planned approach: (a) the repository system that receives data from agencies, stores and processes the data, and generates data submissions for transmission to other systems, and (b) an open data management system that makes the data available to the public.

System Type

CJDT System will utilize a data warehouse hosting all data submitted by state and local agencies to FDLE, and will include a machine-to-machine service for agencies to upload data by a predetermined format. System will include an application server, web server, and a database server, with a web-based interface to perform numerous administrative and managerial functions related to user management and data handling, as described above. Operating system, database management system, storage, programming language, etc. for the CJDT system was determined based on negotiation between FDLE and the vendor selected.

Connectivity

CJDT will leverage existing and newly defined data feeds from state and local agencies over secure connections.

Security, Privacy, Confidentiality, Access

These standards will be the same as the current security standards used by FDLE. Since data will contain personally identifiable information, data controls will be established to ensure that access to sensitive data is

restricted to appropriate personnel.

Development and Procurement Approach

To realize the business solution, FDLE plans to acquire commercially available systems that can be customized to meet FDLE's business requirements. The contracted systems will include, but are not limited to:

- Commercial CJDT Repository
- Open Data Management Service
- Project management services
- Software customization services
- Data analysis services
- System integration and testing services
- Implementation and configuration
- Support services
- Training services

Maturity and Life Expectancy of the Technology

FDLE intends to procure a mature solution, with customizable functionality to accommodate the business need. The vendor solutions shall be flexible to facilitate future changes and upgrades as applicable.

2. Resource and Summary Level Funding Requirements for Proposed Solution (if known)

Anticipated project costs for CJDT are summarized in the table below:

Title:	Criminal Justice Data Transparency		
Tracking #:	TBD		
Customer:	Criminal Justice Information Services	**Customer Contact:**	
Manager:	Abdullah Alman	**ITS Lead:**	
Planned Start:	7/1/2019	**Planned Finish:**	6/30/2023
Duration (mos):	48.7		
Baseline Date:	10/1/2018		
Revision Date:	9/30/2020	**Version #:**	1.0

Project Budget	**Actual**	**Planned**	**Planned**	
Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**Totals**
Staff				
State Staff	$134,967	$277,274	$457,649	$869,891
OPS	$0	$0	$0	$0
Expenses				
Other Expenses	$6,623	$75,174	$90,544	$172,341
Contract Services				
Contract Staff	$242,536	$880,125	$990,400	$2,113,061
Project Deliverables	$349,446	$5,114,828	$1,937,043	$7,401,317
Other	$30,573	$552,849	$0	$583,422
Total	**$764,145**	**$6,900,250**	**$3,475,636**	**$11,140,032**

Maintenance Budget				
Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**Totals**
Mainenance Expenses	$255,144	$582,459	$763,342	$1,600,945
Contracted Services Maintenance	$0	$179,226	$716,904	$896,130
Total	**$255,144**	**$761,685**	**$1,480,246**	**$2,497,075**

E. Capacity Planning

(historical and current trends versus projected requirements)

CJDT does not have historical data, yet the CJDT solution needs to meet the annual capacity requirements. The annual number of arrests in Florida for the past five years is listed below.

- 2014 – 867,084
- 2015 – 773,174
- 2016 – 726,496
- 2017 – 711,831
- 2018 – 716,653

It is estimated that the CJDT solution will need to handle a capacity of 24 million records. The number of records includes totals from the Computerized Criminal History system, FIBRS, and employee count data.

VII. Schedule IV-B Project Management Planning

Purpose: To require the agency to provide evidence of its thorough project planning and provide the tools the agency will use to carry out and manage the proposed project. The level of detail must be appropriate for the project's scope and complexity.

FDLE established two separate projects for the implementation of the CJDT solution and the uniform arrest affidavit based on the different start dates, deadlines and funding for each solution. For each project, FDLE will prepare a Project Management Plan. This plan will include:

Project Phasing Plan and Scope

This project consists of three high-level phases: detailed planning, procurement/contracting, and implementation and deployment.

Phase 1 - Detailed Planning

The detailed planning phase involved designing and developing the system technical specification and technical requirements, assembling the project team, and establishing mechanisms for FDLE to collaborate with state and local agencies and with vendors. The CJJIS Council approved the technical specifications for the CJDT solution.

Phase 2 - Contracting

This phase of the project included obtaining funding and statutory approvals to move forward with the procurement process. The specifications and requirements developed during the detailed planning phase will be used to develop the procurement(s). Where applicable, FDLE will procure a vendor(s) commercial product.

Phase 3 - Implementation and Deployment

The implementation and deployment phase started as soon as the technical specification and requirements were available and the competitive procurement was complete. In addition, FDLE began development of a test plan and various documentation and software tools to simplify development and testing of products.

Baseline Schedule

A more detailed baseline schedule can be found in Appendix E.

Project Organization

Each project requires coordination and management of a skilled project staff consisting of technical, functional, and administrative staff, mixed with contract staff and task-specific vendors.

Each project organization consists of the Project Steering Committee (PSC), the Project Manager (PM), and the Project Team. FDLE SME's and a number of other groups provide additional support. Each group performs a particular role for the project and is comprised of members of ITS, CJIS, and FDLE leadership.

FDLE Project Steering Committee (PSC)

The PSC approves deliverables and change requests for the project. Members of the PSC include Criminal Justice Information Services and Information Technology Services.

Project Manager

The PM is responsible for the overall management and coordination of the work effort and successful completion of the project. The PM monitors the day-to-day status of project team efforts. This includes establishing and maintaining the project management plan, assigning, directing, and monitoring the work of project staff, serving as FDLE's primary point of contact for the prime contractor, managing issues and risks, monitoring and reporting project status, and reviewing contract deliverables prior to delivery to the PSC for approval.

Project Team

The Project Team consists of a core group of FDLE members responsible for the day-to-day tasks associated with the project. This team will be comprised largely of members of Criminal Justice Information Services, Information Technology Services and any other positions (FTE or Contract) deemed necessary for the successful completion of the project. The Project Team is creating a Resource Plan which defines all resources for the project including all positions deemed necessary.

Contract Manager

As a member of the Project Team, the Contract Manager is responsible for gathering the necessary information for developing the statement of work (SOW) and other contracting vehicles, monitoring the award of those contracts, ensuring performance delivery as required by the contract and closing out contracts when the tasks are completed. The Contract Manager works closely with FDLE contract and legal members to ensure that all work is accomplished within State and FDLE contracting rules and guidelines. The Contract Manager will coordinate budget issues and maintain awareness of all expenditures and accounts payable.

FDLE Implementation and Transition Unit (ITU)

Workgroups will assist the Project Team in ensuring that the CJDT project meets the operational needs. SMEs, representatives from business operations, and IT will be assigned to the project. The unit will be responsible for implementation and transition as well as for stakeholder and customer communication, education/training, preparation and readiness for the new technology. They will evaluate existing policies and determine whether modifications are needed, or if new policies need to be created, to mitigate privacy or other risks related to new services and business processes.

The ITU will serve as the conduit through which user community stakeholders and program personnel communicate, ensuring the resulting services are compliant with the mission. This includes policy identification/coordination for new services, questions for the record, and public inquires. This project will require extensive coordination with contributors as they make modifications to their systems to become compliant with state specifications. ITU members are housed in the Criminal Justice Analytics Bureau.

Quality Assurance Plan

The focus of the quality management process is to build effective processes that enable the production of high quality deliverables that meet the specified business requirements. The quality management procedure consists of two principal processes: Quality Assurance (QA) and Quality Control (QC).

Quality Assurance

QA is the practice of adhering to planned, established and systematic approaches designed to ensure the high caliber of the deliverables and the detection and correction of any errors. It provides information about a common set of guidelines and standards to be applied by the Project Team. The primary aspect of a QA review is to ensure that the processes established for the project are being followed. If new processes are required, a group will be formed to establish the quality procedure. The benefits of following quality assurance processes include the following:

- Improved communication
- Improved planning and requirement gathering/definition processes
- Improved development process
- Improved product quality
- Better criteria for hardware and software testing
- Easier transition to production for hardware and software

The most effective QA activity is a formal QA review. The Project Team and PSC will conduct these reviews of project processes. Using results generated by this review, the PM will direct follow-up actions to ensure that the project uses sound processes. Additionally, the PSC will advise the PM of any observed deficiencies in processes and the PM will take corrective action to resolve the deficiency in the future.

Quality Control

QC activities are those focused on the inspection and/or testing of the deliverable produced. The QC Team will verify that the deliverables are of acceptable quality and that they are technically accurate. QC is the responsibility of the Project Team and the PM or Task Lead responsible for a deliverable. The PM will monitor the activities associated with the acceptance of deliverables. QC is conducted before a deliverable is submitted as final to be approved by the PM. The Project Manager is responsible for developing and maintaining a Quality Plan. The Quality Plan will document major deliverables of the project, completeness and correctness criteria, quality control activities and quality assurance activities.

Topics Addressed in the Quality Plan:

Quality Control activities associated with project deliverables:

- Document Deliverables
- Hardware and Software Deliverables
- Service Deliverables

Quality Assurance activities:

- QA processes (Requirements Traceability, Testing, Data Migration, etc.)
- Responsibility for QA processes

Quality Metrics for the project such as:

- Changes in Scope
- Changes to Schedule
- Changes in Cost
- Number and Type of Issues
- Number and Type of Defects
- Preparedness of customer to assume production responsibilities
- Preparedness of IT to assume production responsibilities
- Solution “Fitness for Use”

System testing and operational acceptance testing will be the primary QC processes used to assure that deliverables meet FDLE’s documented requirements. System testing will involve specific testing and measurement at a technical level to verify compatibility, usability, performance, accuracy, and content of results.

External Project Oversight

Criminal and Juvenile Justice Information Systems (CJJIS) Council

The CJJIS Council was created by section 943.08, F.S., with the purpose to develop and implement a statewide strategy for identification, sharing, and coordination of criminal and juvenile justice data among federal, state and local criminal justice agencies. The Council is comprised by 14 members, consisting of representatives from the Attorney General, State Attorneys, Department of Law Enforcement, Department of Corrections, Parole Commission, Department of Juvenile Justice, Department of Highway Safety and Motor Vehicles, Public Defenders and the Office of State Court Administrators. The Governor of Florida appoints two sheriffs, two police chiefs, and one clerk of court to the Council. With this broad representation of the criminal justice community, all issues receive a full and fair hearing from all perspectives.

Change Management

Change management occurs throughout the lifecycle of the project. A change can be related to any facet of the project – scope creep, schedule revision, funding / cost changes, team / resource changes, issues and risks, etc.

If the change is minor, the PM may determine that the change can be met within current project parameters and the formal change process is not necessary. If the change could impact requirements, deliverables, payment schedule, cost, or completion date of a major milestone, the PM (or team member assigned) will fully research the impact of the project change and formulate a resolution. The PM will complete a formal Project Change Request form and present the change to the PSC.

The PSC will determine if the proposed change should be approved. Members of the PSC will signify approval or disapproval of a proposed project change by signing the Project Change Request form.

If the Project Steering Committee or FDLE Leadership (Assistant Commissioner, Director of CJIS, Director of Business Support, and the Chief Information Officer) determines that the approved project change will require a Contract Amendment, the PM will work with the vendor to prepare the Contract Amendment for the PSC's review and approval. The contract amendment will then be processed according to FDLE contract procedures.

Communications Plan

The PM will develop a Communications Plan to provide a framework for addressing communications with project stakeholders. The Communications Plan outlines a comprehensive strategy of both communicating project and process change information to the stakeholders as well as receiving and processing input/feedback from stakeholders. The Communication Plan identifies communication strategies which will be used to target the different audience groups (users, stakeholders, advisors, decision-makers, etc.) via an assortment of communication methods (Internet and email, formal and informal documents, multi-media presentations, and face-to-face meetings). This document serves as the core of the change management effort and will be updated throughout the life of the project.

The Project Manager is responsible for developing and maintaining a Communication Management Plan. This plan will document how and in what format information will be communicated, when and where communication will be made, and who is responsible for providing each type of communication.

Topics included in the Communication Management Plan:

1. Target Audience - Identification of all possible audience groups in as much detail as possible:
    - Specific stakeholder groups
    - Data contributors
    - Project Team
    - Project Steering Committee
    - FDLE management
    - FDLE customers
    - Legislature and Cabinet
    - Oversight agencies

2. Communication Method Communications may be formal, such as status reports, Operational Work Plans, newsletters, and quarterly meetings or informal such as notices or announcements through email or website. Communications may also be in written form or face-to-face. Examples include such things as:
    - Status reports
    - Operational Work Plans
    - Stakeholder /customer surveys

- Project and program newsletters
- Project and program websites
- Ad Hoc notices
- Project Steering Committee meetings
- Project Team meetings
- FDLE Executive Leadership briefs

3. Method of Delivery - Methods of delivery could be such things as:
   - Emails
   - Presentations
   - Reports
   - Websites
   - Documents (electronic or paper)
   - Meetings

4. Frequency
   Some communications could be set at regular intervals such as meetings or reports required annually, quarterly, biweekly, etc. or upon specific project milestone or phase timelines according to project needs. Some communication could also be random and event-specific such as notices dealing with specific issues.

5. Responsibility
   Each type of communication must be assigned to the PM or a specific member of the Project Team.

Risk Management

The Risk Management Plan describes the plan to manage risks throughout the life of the project. A risk refers to future conditions or circumstances, which will have an adverse impact on the project if they occur, that exist outside of the control of FDLE or the Project Team. In other words, a risk is a potential future problem. Risk management is performed continually over the life of the project. Risk management includes the following:

Step 1: Identify major risks to project success
Step 2: Assess the potential impact of each risk and its probability of occurrence
Step 3: Determine appropriate contingency plans
Step 4: Determine the acceptable level of tolerance for each risk
Step 5: Specify mitigation strategies to be implemented for critical risks
Step 6: Periodically review the effectiveness of mitigation strategies and identify any new risks.

Risk identification occurs throughout the life of the project. Any project stakeholder, Project Team member, customer or contractor can submit a risk at any time. A risk mitigation session is conducted at the start of each build or phase. The PM will manage the FDLE risk documents which is one of the artifacts maintained throughout the life of the project. Distribution of the risk document will be agreed upon between the FDLE and the vendor PM at the beginning of the engagement. The risk document will be an electronic document and available to the Project Team and PSC at all times during the project.

The PM (in consultation with the PSC) evaluates the risk and recommends a risk level. The risk level is used to set the priority of the risk and determine how risks should be addressed.

Risk management includes an ongoing cycle of risk identification, analysis and monitoring. Each risk with a risk level of medium or high is evaluated to determine if the impact is severe enough that a risk mitigation plan should be created. If a risk mitigation plan is required, the risk is investigated to determine whether or not the resolution of a risk causes the budget, personnel, scope or schedule to change. In the event a risk mitigation plan must be exercised, project change control processes will be used (if necessary) and activities associated with the risk mitigation plan will be added to the Project Schedule to ensure the work is completed. The PM monitors all risk mitigation plans to ensure they are being executed successfully.

Implementation Plan

The projects will utilize an implementation plan for deploying the solutions to the projection environment. The implementation plan identifies all activities required for successful deployment(s) of the solutions for production use. The implementation plan will include:

- Implementation Plan (Step-by-step instructions)
- Go-live Schedule
- Implementation Approvals
- Implementation Communication Plan
- Dependencies
- Resource Requirements
- Failback Plan
- Post-Implementation Tasks

VIII. Appendices

Appendix A –Standards and Definitions

Appendix B – Project Risk Assessment

Appendix C – Cost Benefit Analysis

Appendix D – Project Budget

Appendix E – Project Schedules

Appendix F – Information Technology Standards

Appendix A– Standards and Definitions

1. **28 Code of Federal Regulations Part 20 (28 CFR Part 20)**

   These regulations are in place to assure that criminal history record information, wherever it appears, is collected, stored, and disseminated in a manner to ensure the accuracy, completeness, currency, integrity, and security of such information and to protect individual privacy.

2. **Chapter 74-2, F.A.C. the State of Florida Cybersecurity Standards (FCS)**

   https://www.flrules.org/gateway/ruleNo.asp?id=74-2.001

3. **Department of Justice (DOJ) Global Reference Architecture (GRA)**

   GRA enhances justice and public safety through a service-oriented approach to information sharing. It is accomplished by providing reference architecture with guidance for identifying, defining, implementing, and governing services.

   GRA is an information exchange solution designed to cut 80 percent of implementation time and costs for state and local justice agencies through reuse of established promising practices in IT architecture and design.

4. **FBI CJIS Security Policy(CSP)**

   The CJIS Security Policy provides guidance for the creation, viewing, modification, transmission, dissemination, storage, and destruction of CJIS data. This policy applies to every individual—contractor, private entity, noncriminal justice agency representative, or member of a criminal justice entity—with access to, or who operate in support of, criminal justice services and information.

5. **FBI Electronic Biometric Transmission Specification (EBTS)**

   The FBI Criminal Justice Information Services Division is moving toward a system that will contain a complete biometric and biographic profile of the subject records in its databases. Although fingerprints will continue to be the FBI's primary mode of identification for the near future, the scope of the EBTS has been expanded over previous versions to include additional biometric modalities (e.g., palm print, facial, and iris) in recognition of the rapidly developing biometric identification industry. The most recent update to the American National Standards Institute /National Institute of Standards and Technology-Information Technology Laboratory 1-2011 standard (ANSI/NIST-ITL 1-2011) includes new record types to facilitate data sharing of new biometric modalities. Integrating biometric data in accordance with the ANSI/NIST standard, the FBI EBTS provides a description of all requests and responses associated with electronic fingerprint and other biometric identification services.

6. **Global Federated Identity and Privilege Management (GFIPM)**

   The goal of GFIPM is to enable information sharing for state and local agencies through a federated model that is secure, scalable, and cost-effective. One of the guiding principles of GFIPM is to seek to understand and meet the needs of state and local agencies through a collaborative, consensus-based process that incorporates the input of all major stakeholders, including state and local agencies as well as the federal government.

7. **Lightweight Directory Access Protocol (LDAP)/Active Directory**

   LDAP is an application protocol for accessing and maintaining distributed directory information services over an Internet Protocol (IP) network.

8. National Information Exchange Model (NIEM)

The National Information Exchange Model is a community-driven, government-wide, standards-based approach to exchanging information. NIEM connects communities of people who share a common need to exchange information in order to advance their mission.

Used in all 50 states and internationally, NIEM is available to everyone. It is a consistent starting point—which includes a data model, governance, training, tools, technical support services, and an active community—that assists users in adopting a standards-based approach to exchanging data.

When it matters most—protecting citizens, responding to disasters, monitoring prescription drug abuse, identifying welfare assistance eligibility, or providing support services to children and families—NIEM provides quick access to accurate, complete, and actionable information.

9. Security Assertion Markup Language (SAML)

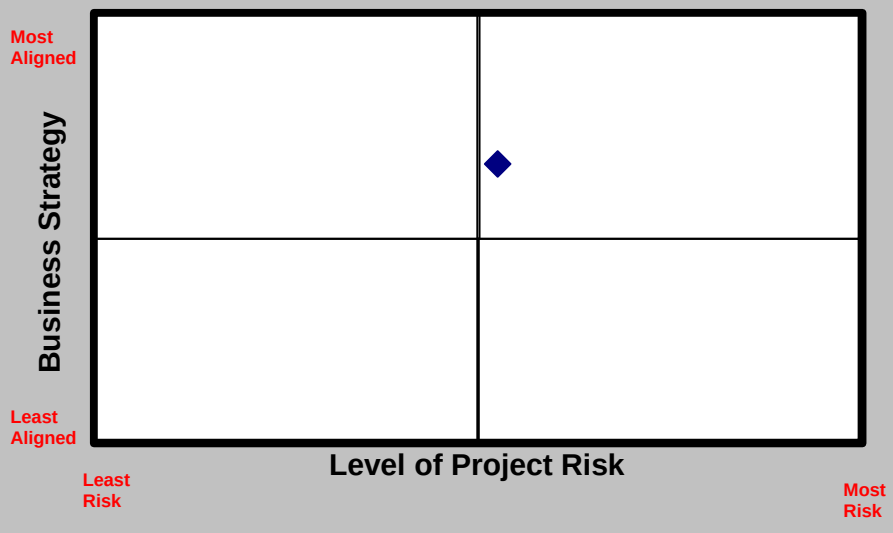
SAML is an Extensible Markup Language (XML) based open standard data format for exchanging authentication and authorization data between parties, in particular, between an identity provider and a service provider.

10. United States Rehabilitation Act – Section 508 details accessibility standards for all systems

The Section 508 Standards are part of the Federal Acquisition Regulation (FAR) and address access for people with physical, sensory, or cognitive disabilities. They contain technical criteria specific to various types of technologies and performance-based requirements, which focus on functional capabilities of covered products. Specific criteria cover software applications and operating systems, web-based information and applications, computers, telecommunications products, video and multi-media, and self-contained closed products.

Project	*Criminal Justice Data Transparency*	
Agency	*Florida Department of Law Enforcement*	
FY 2019-20 LBR Issue Code:	**FY 2019-20 LBR Issue Title:**	
36121C0	*Criminal Justice Data Transparency*	
Risk Assessment Contact Info (Name, Phone #, and E-mail Address):		
Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us		
Executive Sponsor	*Charles Schaeffer*	
Project Manager	*Abdullah Alman*	
Prepared By	*Abdullah Alman*	*9/30/2020*

Risk Assessment Summary



Project Risk Area Breakdown

Risk Assessment Areas	*Risk Exposure*
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	MEDIUM
Fiscal Assessment	MEDIUM
Project Organization Assessment	MEDIUM
Project Management Assessment	LOW
Project Complexity Assessment	HIGH
Overall Project Risk	MEDIUM

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Criminal Justice Data Transparency
3	Section 1 -- Strategic Area			
4	#	**Criteria**	**Values**	Answer
5	1.01	Are project objectives clearly aligned with the agency's legal mission?	0% to 40% -- Few or no objectives aligned	81% to 100% -- All or nearly all objectives aligned
6			41% to 80% -- Some objectives aligned	
7			81% to 100% -- All or nearly all objectives aligned	
8	1.02	Are project objectives clearly documented and understood by all stakeholder groups?	Not documented or agreed to by stakeholders	Documented with sign-off by stakeholders
9			Informal agreement by stakeholders	
10			Documented with sign-off by stakeholders	
11	1.03	Are the project sponsor, senior management, and other executive stakeholders actively involved in meetings for the review and success of the project?	Not or rarely involved	Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings
12			Most regularly attend executive steering committee meetings	
13			Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings	
14	1.04	Has the agency documented its vision for how changes to the proposed technology will improve its business processes?	Vision is not documented	Vision is completely documented
15			Vision is partially documented	
16			Vision is completely documented	
17	1.05	Have all project business/program area requirements, assumptions, constraints, and priorities been defined and documented?	0% to 40% -- Few or none defined and documented	81% to 100% -- All or nearly all defined and documented
18			41% to 80% -- Some defined and documented	
19			81% to 100% -- All or nearly all defined and documented	
20	1.06	Are all needed changes in law, rule, or policy identified and documented?	No changes needed	No changes needed
21			Changes unknown	
22			Changes are identified in concept only	
23			Changes are identified and documented	
24			Legislation or proposed rule change is drafted	
25	1.07	Are any project phase or milestone completion dates fixed by outside factors, e.g., state or federal law or funding restrictions?	Few or none	All or nearly all
26			Some	
27			All or nearly all	
28	1.08	What is the external (e.g. public) visibility of the proposed system or project?	Minimal or no external use or visibility	Extensive external use or visibility
29			Moderate external use or visibility	
30			Extensive external use or visibility	
31	1.09	What is the internal (e.g. state agency) visibility of the proposed system or project?	Multiple agency or state enterprise visibility	Multiple agency or state enterprise visibility
32			Single agency-wide use or visibility	
33			Use or visibility at division and/or bureau level only	
34	1.10	Is this a multi-year project?	Greater than 5 years	Between 1 and 3 years
35			Between 3 and 5 years	
36			Between 1 and 3 years	
37			1 year or less	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Criminal Justice Data Transparency
3	Section 2 -- Technology Area			
4	#	Criteria	Values	Answer
5	2.01	Does the agency have experience working with, operating, and supporting the proposed technical solution in a production environment?	Read about only or attended conference and/or vendor presentation	Installed and supported production system more than 3 years
6			Supported prototype or production system less than 6 months	
7			Supported production system 6 months to 12 months	
8			Supported production system 1 year to 3 years	
9			Installed and supported production system more than 3 years	
10	2.02	Does the agency's internal staff have sufficient knowledge of the proposed technical solution to implement and operate the new system?	External technical resources will be needed for implementation and operations	External technical resources will be needed for implementation and operations
11			External technical resources will be needed through implementation only	
12			Internal resources have sufficient knowledge for implementation and operations	
13	2.03	Have all relevant technical alternatives/ solution options been researched, documented and considered?	No technology alternatives researched	Some alternatives documented and considered
14			Some alternatives documented and considered	
15			All or nearly all alternatives documented and considered	
16	2.04	Does the proposed technical solution comply with all relevant agency, statewide, or industry technology standards?	No relevant standards have been identified or incorporated into proposed technology	Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards
17			Some relevant standards have been incorporated into the proposed technology	
18			Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards	
19	2.05	Does the proposed technical solution require significant change to the agency's existing technology infrastructure?	Minor or no infrastructure change required	Minor or no infrastructure change required
20			Moderate infrastructure change required	
21			Extensive infrastructure change required	
22			Complete infrastructure replacement	
23	2.06	Are detailed hardware and software capacity requirements defined and documented?	Capacity requirements are not understood or defined	Capacity requirements are defined only at a conceptual level
24			Capacity requirements are defined only at a conceptual level	
25			Capacity requirements are based on historical data and new system design specifications and performance requirements	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Criminal Justice Data Transparency	
3	Section 3 -- Organizational Change Management Area			
4	#	Criteria	Values	Answer
5	3.01	What is the expected level of organizational change that will be imposed within the agency if the project is successfully implemented?	Extensive changes to organization structure, staff or business processes	Minimal changes to organization structure, staff or business processes structure
6			Moderate changes to organization structure, staff or business processes	
7			Minimal changes to organization structure, staff or business processes structure	
8	3.02	Will this project impact essential business processes?	Yes	Yes
9			No	
10	3.03	Have all business process changes and process interactions been defined and documented?	0% to 40% -- Few or no process changes defined and documented	41% to 80% -- Some process changes defined and documented
11			41% to 80% -- Some process changes defined and documented	
12			81% to 100% -- All or nearly all processes defiined and documented	
13	3.04	Has an Organizational Change Management Plan been approved for this project?	Yes	Yes
14			No	
15	3.05	Will the agency's anticipated FTE count change as a result of implementing the project?	Over 10% FTE count change	Less than 1% FTE count change
16			1% to 10% FTE count change	
17			Less than 1% FTE count change	
18	3.06	Will the number of contractors change as a result of implementing the project?	Over 10% contractor count change	Less than 1% contractor count change
19			1 to 10% contractor count change	
20			Less than 1% contractor count change	
21	3.07	What is the expected level of change impact on the citizens of the State of Florida if the project is successfully implemented?	Extensive change or new way of providing/receiving services or information)	Extensive change or new way of providing/receiving services or information)
22			Moderate changes	
23			Minor or no changes	
24	3.08	What is the expected change impact on other state or local government agencies as a result of implementing the project?	Extensive change or new way of providing/receiving services or information	Extensive change or new way of providing/receiving services or information
25			Moderate changes	
26			Minor or no changes	
27	3.09	Has the agency successfully completed a project with similar organizational change requirements?	No experience/Not recently (>5 Years)	Recently completed project with greater change requirements
28			Recently completed project with fewer change requirements	
29			Recently completed project with similar change requirements	
30			Recently completed project with greater change requirements	

	B	C	D	E
1	Agency: Agency Name			Project: Project Name
3	Section 4 -- Communication Area			
4	#	Criteria	Value Options	Answer
5	4.01	Has a documented Communication Plan been approved for this project?	Yes	Yes
6			No	
7	4.02	Does the project Communication Plan promote the collection and use of feedback from management, project team, and business stakeholders (including end users)?	Negligible or no feedback in Plan	Routine feedback in Plan
8			Routine feedback in Plan	
9			Proactive use of feedback in Plan	
10	4.03	Have all required communication channels been identified and documented in the Communication Plan?	Yes	Yes
11			No	
12	4.04	Are all affected stakeholders included in the Communication Plan?	Yes	Yes
13			No	
14	4.05	Have all key messages been developed and documented in the Communication Plan?	Plan does not include key messages	Some key messages have been developed
15			Some key messages have been developed	
16			All or nearly all messages are documented	
17	4.06	Have desired message outcomes and success measures been identified in the Communication Plan?	Plan does not include desired messages outcomes and success measures	Plan does not include desired messages outcomes and success measures
18			Success measures have been developed for some messages	
19			All or nearly all messages have success measures	
20	4.07	Does the project Communication Plan identify and assign needed staff and resources?	Yes	Yes
21			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Criminal Justice Data Transparency
3	Section 5 -- Fiscal Area			
4	#	Criteria	Values	Answer
5	5.01	Has a documented Spending Plan been approved for the entire project lifecycle?	Yes	Yes
6			No	
7	5.02	Have all project expenditures been identified in the Spending Plan?	0% to 40% -- None or few defined and documented	81% to 100% -- All or nearly all defined and documented
8			41% to 80% -- Some defined and documented	
9			81% to 100% -- All or nearly all defined and documented	
10	5.03	What is the estimated total cost of this project over its entire lifecycle?	Unknown	Greater than $10 M
11			Greater than $10 M	
12			Between $2 M and $10 M	
13			Between $500K and $1,999,999	
14			Less than $500 K	
15	5.04	Is the cost estimate for this project based on quantitative analysis using a standards-based estimation model?	Yes	No
16			No	
17	5.05	What is the character of the cost estimates for this project?	Detailed and rigorous (accurate within ±10%)	Order of magnitude – estimate could vary between 10-100%
18			Order of magnitude – estimate could vary between 10-100%	
19			Placeholder – actual cost may exceed estimate by more than 100%	
20	5.06	Are funds available within existing agency resources to complete this project?	Yes	No
21			No	
22	5.07	Will/should multiple state or local agencies help fund this project or system?	Funding from single agency	Funding from single agency
23			Funding from local government agencies	
24			Funding from other state agencies	
25	5.08	If federal financial participation is anticipated as a source of funding, has federal approval been requested and received?	Neither requested nor received	Requested and received
26			Requested but not received	
27			Requested and received	
28			Not applicable	
29	5.09	Have all tangible and intangible benefits been identified and validated as reliable and achievable?	Project benefits have not been identified or validated	Most project benefits have been identified but not validated
30			Some project benefits have been identified but not validated	
31			Most project benefits have been identified but not validated	
32			All or nearly all project benefits have been identified and validated	
33	5.10	What is the benefit payback period that is defined and documented?	Within 1 year	No payback
34			Within 3 years	
35			Within 5 years	
36			More than 5 years	
37			No payback	
38	5.11	Has the project procurement strategy been clearly determined and agreed to by affected stakeholders?	Procurement strategy has not been identified and documented	Stakeholders have not been consulted re: procurement strategy
39			Stakeholders have not been consulted re: procurement strategy	
40			Stakeholders have reviewed and approved the proposed procurement strategy	
41	5.12	What is the planned approach for acquiring necessary products and solution services to successfully complete the project?	Time and Expense (T&E)	Combination FFP and T&E
42			Firm Fixed Price (FFP)	
43			Combination FFP and T&E	
44	5.13	What is the planned approach for procuring hardware and software for the project?	Timing of major hardware and software purchases has not yet been determined	Just-in-time purchasing of hardware and software is documented in the project schedule
45			Purchase all hardware and software at start of project to take advantage of one-time discounts	
46			Just-in-time purchasing of hardware and software is documented in the project schedule	
47	5.14	Has a contract manager been assigned to this project?	No contract manager assigned	Contract manager assigned is not the procurement manager or the project manager
48			Contract manager is the procurement manager	
49			Contract manager is the project manager	
50			Contract manager assigned is not the procurement manager or the project manager	
51	5.15	Has equipment leasing been considered for the project's large-scale computing purchases?	Yes	Yes
52			No	
53	5.16	Have all procurement selection criteria and outcomes been clearly identified?	No selection criteria or outcomes have been identified	All or nearly all selection criteria and expected outcomes have been defined and documented
54			Some selection criteria and outcomes have been defined and documented	
55			All or nearly all selection criteria and expected outcomes have been defined and documented	
56	5.17	Does the procurement strategy use a multi-stage evaluation process to progressively narrow the field of prospective vendors to the single, best qualified candidate?	Procurement strategy has not been developed	Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor
57			Multi-stage evaluation not planned/used for procurement	
58			Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor	
59	5.18	For projects with total cost exceeding $10 million, did/will the procurement strategy require a proof of concept or prototype as part of the bid response?	Procurement strategy has not been developed	No, bid response did/will not require proof of concept or prototype
60			No, bid response did/will not require proof of concept or prototype	
61			Yes, bid response did/will include proof of concept or prototype	
62			Not applicable	
63				
64				
65				
66				

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Criminal Justice Data Transparency
3	Section 6 -- Project Organization Area			
4	#	Criteria	Values	Answer
5	6.01	Is the project organization and governance structure clearly defined and documented within an approved project plan?	Yes	Yes
6			No	
7	6.02	Have all roles and responsibilities for the executive steering committee been clearly identified?	None or few have been defined and documented	All or nearly all have been defined and documented
8			Some have been defined and documented	
9			All or nearly all have been defined and documented	
10	6.03	Who is responsible for integrating project deliverables into the final solution?	Not yet determined	System Integrator (contractor)
11			Agency	
12			System Integrator (contractor)	
13	6.04	How many project managers and project directors will be responsible for managing the project?	3 or more	3 or more
14			2	
15			1	
16	6.05	Has a project staffing plan specifying the number of required resources (including project team, program staff, and contractors) and their corresponding roles, responsibilities and needed skill levels been developed?	Needed staff and skills have not been identified	Staffing plan identifying all staff roles, responsibilities, and skill levels have been documented
17			Some or most staff roles and responsibilities and needed skills have been identified	
18			Staffing plan identifying all staff roles, responsibilities, and skill levels have been documented	
19	6.06	Is an experienced project manager dedicated fulltime to the project?	No experienced project manager assigned	Yes, experienced project manager dedicated full-time, 100% to project
20			No, project manager is assigned 50% or less to project	
21			No, project manager assigned more than half-time, but less than full-time to project	
22			Yes, experienced project manager dedicated full-time, 100% to project	
23	6.07	Are qualified project management team members dedicated full-time to the project	None	Yes, business, functional or technical experts dedicated full-time, 100% to project
24			No, business, functional or technical experts dedicated 50% or less to project	
25			No, business, functional or technical experts dedicated more than half-time but less than full-time to project	
26			Yes, business, functional or technical experts dedicated full-time, 100% to project	
27	6.08	Does the agency have the necessary knowledge, skills, and abilities to staff the project team with in-house resources?	Few or no staff from in-house resources	Half of staff from in-house resources
28			Half of staff from in-house resources	
29			Mostly staffed from in-house resources	
30			Completely staffed from in-house resources	
31	6.09	Is agency IT personnel turnover expected to significantly impact this project?	Minimal or no impact	Minimal or no impact
32			Moderate impact	
33			Extensive impact	
34	6.10	Does the project governance structure establish a formal change review and control board to address proposed changes in project scope, schedule, or cost?	Yes	Yes
35			No	
36	6.11	Are all affected stakeholders represented by functional manager on the change review and control board?	No board has been established	No, all stakeholders are not represented on the board
37			No, only IT staff are on change review and control board	
38			No, all stakeholders are not represented on the board	
39			Yes, all stakeholders are represented by functional manager	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Criminal Justice Data Transparency
3	Section 7 -- Project Management Area			
4	#	Criteria	Values	Answer
5	7.01	Does the project management team use a standard commercially available project management methodology to plan, implement, and control the project?	No	Yes
6			Project Management team will use the methodology selected by the systems integrator	
7			Yes	
8	7.02	For how many projects has the agency successfully used the selected project management methodology?	None	More than 3
9			1-3	
10			More than 3	
11	7.03	How many members of the project team are proficient in the use of the selected project management methodology?	None	Some
12			Some	
13			All or nearly all	
14	7.04	Have all requirements specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	81% to 100% -- All or nearly all have been defined and documented
15			41 to 80% -- Some have been defined and documented	
16			81% to 100% -- All or nearly all have been defined and documented	
17	7.05	Have all design specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	81% to 100% -- All or nearly all have been defined and documented
18			41 to 80% -- Some have been defined and documented	
19			81% to 100% -- All or nearly all have been defined and documented	
20	7.06	Are all requirements and design specifications traceable to specific business rules?	0% to 40% -- None or few are traceable	81% to 100% -- All or nearly all requirements and specifications are traceable
21			41 to 80% -- Some are traceable	
22			81% to 100% -- All or nearly all requirements and specifications are traceable	
23	7.07	Have all project deliverables/services and acceptance criteria been clearly defined and documented?	None or few have been defined and documented	All or nearly all deliverables and acceptance criteria have been defined and documented
24			Some deliverables and acceptance criteria have been defined and documented	
25			All or nearly all deliverables and acceptance criteria have been defined and documented	
26	7.08	Is written approval required from executive sponsor, business stakeholders, and project manager for review and sign-off of major project deliverables?	No sign-off required	Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables
27			Only project manager signs-off	
28			Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables	
29	7.09	Has the Work Breakdown Structure (WBS) been defined to the work package level for all project activities?	0% to 40% -- None or few have been defined to the work package level	41 to 80% -- Some have been defined to the work package level
30			41 to 80% -- Some have been defined to the work package level	
31			81% to 100% -- All or nearly all have been defined to the work package level	
32	7.10	Has a documented project schedule been approved for the entire project lifecycle?	Yes	No
33			No	
34	7.11	Does the project schedule specify all project tasks, go/no-go decision points (checkpoints), critical milestones, and resources?	Yes	No
35			No	
36	7.12	Are formal project status reporting processes documented and in place to manage and control this project?	No or informal processes are used for status reporting	Project team and executive steering committee use formal status reporting processes
37			Project team uses formal processes	
38			Project team and executive steering committee use formal status reporting processes	
39	7.13	Are all necessary planning and reporting templates, e.g., work plans, status reports, issues and risk management, available?	No templates are available	All planning and reporting templates are available
40			Some templates are available	
41			All planning and reporting templates are available	
42	7.14	Has a documented Risk Management Plan been approved for this project?	Yes	Yes
43			No	
44	7.15	Have all known project risks and corresponding mitigation strategies been identified?	None or few have been defined and documented	All known risks and mitigation strategies have been defined
45			Some have been defined and documented	
46			All known risks and mitigation strategies have been defined	
47	7.16	Are standard change request, review and approval processes documented and in place for this project?	Yes	Yes
48			No	
49	7.17	Are issue reporting and management processes documented and in place for this project?	Yes	Yes
50			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Criminal Justice Data Transparency	
2				
3	Section 8 -- Project Complexity Area			
4	#	Criteria	Values	Answer
5	8.01	How complex is the proposed solution compared to the current agency systems?	Unknown at this time	More complex
6			More complex	
7			Similar complexity	
8			Less complex	
9	8.02	Are the business users or end users dispersed across multiple cities, counties, districts, or regions?	Single location	More than 3 sites
10			3 sites or fewer	
11			More than 3 sites	
12	8.03	Are the project team members dispersed across multiple cities, counties, districts, or regions?	Single location	3 sites or fewer
13			3 sites or fewer	
14			More than 3 sites	
15	8.04	How many external contracting or consulting organizations will this project require?	No external organizations	1 to 3 external organizations
16			1 to 3 external organizations	
17			More than 3 external organizations	
18	8.05	What is the expected project team size?	Greater than 15	5 to 8
19			9 to 15	
20			5 to 8	
21			Less than 5	
22	8.06	How many external entities (e.g., other agencies, community service providers, or local government entities) will be impacted by this project or system?	More than 4	More than 4
23			2 to 4	
24			1	
25			None	
26	8.07	What is the impact of the project on state operations?	Business process change in single division or bureau	Statewide or multiple agency business process change
27			Agency-wide business process change	
28			Statewide or multiple agency business process change	
29	8.08	Has the agency successfully completed a similarly-sized project when acting as Systems Integrator?	Yes	Yes
30			No	
31	8.09	What type of project is this?	Infrastructure upgrade	Implementation requiring software development or purchasing commercial off the shelf (COTS) software
32			Implementation requiring software development or purchasing commercial off the shelf (COTS) software	
33			Business Process Reengineering	
34			Combination of the above	
35	8.10	Has the project manager successfully managed similar projects to completion?	No recent experience	No recent experience
36			Lesser size and complexity	
37			Similar size and complexity	
38			Greater size and complexity	
39	8.11	Does the agency management have experience governing projects of equal or similar size and complexity to successful completion?	No recent experience	Greater size and complexity
40			Lesser size and complexity	
41			Similar size and complexity	
42			Greater size and complexity	

CBAForm 1 - Net Tangible Benefits

Agency: Florida Department of Law Enforcement Project: Criminal Justice Data Transparency

Net Tangible Benefits - Operational Cost Changes (Costs of Current Operations versus Proposed Operations as a Result of the Project) and Additional Tangible Benefits -- CBAForm 1A

Agency *(Recurring Costs Only -- No Project Costs)*	FY 2021-22			FY 2022-23			FY 2023-24			FY 2024-25			FY 2025-26		
	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a)+(b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Cost Change Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project
A. Personnel Costs -- Agency-Managed Staff	$0	$0	$0	$0	$523,200	$523,200	$0	$523,200	$523,200	$0	$523,200	$523,200	$0	$523,200	$523,200
A.b Total Staff	0.00	0.00	0.00	0.00	6.00	6.00	0.00	6.00	6.00	0.00	6.00	6.00	0.00	6.00	6.00
A-1.a. State FTEs (Salaries & Benefits)	$0	$0	$0	$0	$336,000	$336,000	$0	$336,000	$336,000	$0	$336,000	$336,000	$0	$336,000	$336,000
A-1.b. State FTEs (#)	0.00	0.00	0.00	0.00	5.00	5.00	0.00	5.00	5.00	0.00	5.00	5.00	0.00	5.00	5.00
A-2.a. OPS Staff (Salaries)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
A-2.b. OPS (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A-3.a. Staff Augmentation (Contract Cost)	$0	$0	$0	$0	$187,200	$187,200	$0	$187,200	$187,200	$0	$187,200	$187,200	$0	$187,200	$187,200
A-3.b. Staff Augmentation (# of Contractors)	0.00	0.00	0.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	1.00
B. Application Maintenance Costs	$0	$1,076,304	$1,076,304	$0	$1,076,304	$1,076,304	$0	$1,076,400	$1,076,400	$0	$1,076,400	$1,076,400	$0	$1,076,400	$1,076,400
B-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-2. Hardware	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-3. Software	$0	$716,904	$716,904	$0	$716,904	$716,904	$0	$717,000	$717,000	$0	$717,000	$717,000	$0	$717,000	$717,000
B-4. Other Third Party Support Software	$0	$359,400	$359,400	$0	$359,400	$359,400	$0	$359,400	$359,400	$0	$359,400	$359,400	$0	$359,400	$359,400
C. Data Center Provider Costs	$0	$403,942	$403,942	$0	$403,942	$403,942	$0	$403,942	$403,942	$0	$403,942	$403,942	$0	$403,942	$403,942
C-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-2. Infrastructure	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-3. Network / Hosting Services	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-4. Disaster Recovery	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-5. Other MS Azure Cloud Envir. & Storage	$0	$403,942	$403,942	$0	$403,942	$403,942	$0	$403,942	$403,942	$0	$403,942	$403,942	$0	$403,942	$403,942
D. Plant & Facility Costs	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E. Other Costs	$0	$0	$0	$0	$31,675	$31,675	$0	$31,675	$31,675	$0	$31,675	$31,675	$0	$31,675	$31,675
E-1. Training	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-2. Travel	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-3. Other HR/FTE Expense	$0	$0	$0	$0	$31,675	$31,675	$0	$31,675	$31,675	$0	$31,675	$31,675	$0	$31,675	$31,675
Total of Recurring Operational Costs	$0	$1,480,246	$1,480,246	$0	$2,035,121	$2,035,121	$0	$2,035,217	$2,035,217	$0	$2,035,217	$2,035,217	$0	$2,035,217	$2,035,217
F. Additional Tangible Benefits:		$0			$0			$0			$0			$0	
F-1. Specify		$0			$0			$0			$0			$0	
F-2. Specify		$0			$0			$0			$0			$0	
F-3. Specify		$0			$0			$0			$0			$0	
Total Net Tangible Benefits:		($1,480,246)			($2,035,121)			($2,035,217)			($2,035,217)			($2,035,217)	

CHARACTERIZATION OF PROJECT BENEFIT ESTIMATE -- CBAForm 1B

Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous	☑	Confidence Level	10%
Order of Magnitude	☐	Confidence Level	
Placeholder	☐	Confidence Level	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	Florida Department of Law Enforcement	Criminal Justice Data Transparency			CBAForm 2A Baseline Project Budget															
2	*Costs entered into each row are mutually exclusive. Insert rows for detail and modify appropriation*				FY2021-22			FY2022-23			FY2023-24			FY2024-25			FY2025-26			TOTAL
3				$ 7,083,396		$ 3,475,636			$ -			$ -			$ -			$ -			$ 10,559,032
4	**Item Description** ***(remove guidelines and annotate entries here)***	**Project Cost Element**	**Appropriation Category**	**Current & Previous Years Project-Related Cost**	**YR 1 #**	**YR 1 LBR**	**YR 1 Base Budget**	**YR 2 #**	**YR 2 LBR**	**YR 2 Base Budget**	**YR 3 #**	**YR 3 LBR**	**YR 3 Base Budget**	**YR 4 #**	**YR 4 LBR**	**YR 4 Base Budget**	**YR 5 #**	**YR 5 LBR**	**YR 5 Base Budget**	**TOTAL**
5	Costs for all state employees working on the project.	**FTE**	S&B	$ 412,242	6.40	$ -	$ 457,649	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 869,891**
7	Staffing costs for personnel using Time & Expense.	**Staff Augmentation**	Contracted Services	$ 554,996	3.00	$ 582,400	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 1,137,396**
8	Project management personnel and related deliverables.	**Project Management**	Contracted Services	$ 303,432	1.00	$ 208,000	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 511,432**
9	Project oversight to include Independent Verification & Validation (IV&V) personnel and related deliverables.	**Project Oversight**	Contracted Services	$ 144,329	0.00	$ 151,364	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 295,693**
10	Staffing costs for all professional services not included in other categories.	**Consultants/Contractors**	Contracted Services	$ 264,233	2.00	$ 200,000	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 464,233**
14	Professional services with fixed-price costs (i.e. software development, installation, project documentation)	**Project Deliverables**	Contracted Services	$ 5,139,274		$ 1,485,679	$ -		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 6,624,953**
17	Other contracted services not included in other categories.	**Other Services**	Contracted Services	$ 180,671		$ 300,000	$ -		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 480,671**
20	Other project expenses not included in other categories.	**Other Expenses**	Expense	$ 84,219		$ 50,000	$ 40,544		$ -	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 174,763**
22		**Total**		**$ 7,083,396**	**12.40**	**$ 2,977,443**	**$ 498,193**	**0.00**	**$ -**	**$ -**	**0.00**	**$ -**	**$ -**	**0.00**	**$ -**	**$ -**	**0.00**	**$ -**	**$ -**	**$ 10,559,032**

CBAForm 2 - Project Cost Analysis

Agency: Florida Department of Law Enforcement

Project: Criminal Justice Data Transparency

PROJECT COST SUMMARY	*PROJECT COST SUMMARY (from CBAForm 2A)*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
TOTAL PROJECT COSTS (*)	$3,475,636	$0	$0	$0	$0	$10,559,032
CUMULATIVE PROJECT COSTS *(includes Current & Previous Years' Project-Related Costs)*	$10,559,032	$10,559,032	$10,559,032	$10,559,032	$10,559,032	
Total Costs are carried forward to CBAForm3 Project Investment Summary worksheet.						

PROJECT FUNDING SOURCES	*PROJECT FUNDING SOURCES - CBAForm 2B*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
General Revenue	$3,194,838	$0	$0	$0	$0	$3,194,838
Trust Fund	$280,798	$0	$0	$0	$0	$280,798
Federal Match ☐	$0	$0	$0	$0	$0	$0
Grants ☐	$0	$0	$0	$0	$0	$0
Other ☐ Specify	$0	$0	$0	$0	$0	$0
TOTAL INVESTMENT	$3,475,636	$0	$0	$0	$0	$3,475,636
CUMULATIVE INVESTMENT	$3,475,636	$3,475,636	$3,475,636	$3,475,636	$3,475,636	

Characterization of Project Cost Estimate - CBAForm 2C			
Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous	x	Confidence Level	10%
Order of Magnitude		Confidence Level	
Placeholder		Confidence Level	

CBAForm 3 - Project Investment Summary

Agency	Florida Department of Law Enforcement	Project	Criminal Justice Data Transparency

COST BENEFIT ANALYSIS -- CBAForm 3A						
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL FOR ALL YEARS
Project Cost	$3,475,636	$0	$0	$0	$0	$10,559,032
Net Tangible Benefits	($1,480,246)	($2,035,121)	($2,035,217)	($2,035,217)	($2,035,217)	($9,621,018)
Return on Investment	($12,039,278)	($2,035,121)	($2,035,217)	($2,035,217)	($2,035,217)	($20,180,050)
Year to Year Change in Program Staffing	0	6	6	6	6	

RETURN ON INVESTMENT ANALYSIS -- CBAForm 3B		
Payback Period (years)	NO PAYBACK	Payback Period is the time required to recover the investment costs of the project.
Breakeven Fiscal Year	NO PAYBACK	Fiscal Year during which the project's investment costs are recovered.
Net Present Value (NPV)	($18,846,208)	NPV is the present-day value of the project's benefits less costs over the project's lifecycle.
Internal Rate of Return (IRR)	NO IRR	IRR is the project's rate of return.

Investment Interest Earning Yield -- CBAForm 3C					
Fiscal Year	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Cost of Capital	3.30%	3.42%	3.51%	3.63%	3.80%

Florida Department of Law Enforcement
IT Project Budget Summary

Title:	Criminal Justice Data Transparency		
Tracking #:	TBD		
Customer:	Criminal Justice Information Services	**Customer Contact:**	
Manager:	Abdullah Alman	**ITS Lead:**	
Planned Start:	7/1/2019	**Planned Finish:**	6/30/2023
Duration (mos):	48.7		
Baseline Date:	10/1/2018		
Revision Date:	9/30/2020	**Version #:**	1.0

Project Budget	**Actual**	**Planned**	**Planned**	
Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**Totals**
Staff				
State Staff	$134,967	$277,274	$457,649	$869,891
OPS	$0	$0	$0	$0
Expenses				
Other Expenses	$6,623	$75,174	$90,544	$172,341
Contract Services				
Contract Staff	$242,536	$880,125	$990,400	$2,113,061
Project Deliverables	$349,446	$5,114,828	$1,937,043	$7,401,317
Other	$30,573	$552,849	$0	$583,422
Total	**$764,145**	**$6,900,250**	**$3,475,636**	**$11,140,032**

Maintenance Budget

Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**Totals**
Mainenance Expenses	$255,144	$582,459	$763,342	$1,600,945
Contracted Services Maintenance	$0	$179,226	$716,904	$896,130
Total	**$255,144**	**$761,685**	**$1,480,246**	**$2,497,075**

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	Criminal Justice Data Transparency		**Planned Costs:**			
Tracking #:	TBD					
Manager:	Abdullah Alman					
Duration:	48.7					
Baseline Date:	10/1/2018					
Revision Date:	September 26, 2020					
Version #:						

Cost Elements	**Description**		**FY 19-20**	**FY 20-21**	**FY 21-22**	**Planned Total**
Salary & OPS						
	Criminal Justice Information Consultant II		$ 21,936	$ 69,334	$ 22,461	$ 113,731
	Criminal Justice Information Consultant I		$ 15,949	$ 14,883	$ 30,824	$ 61,656
	Bureau Chief		$ 9,774	$ 9,774	$ 38,866	$ 58,414
	Senior Management Analyst Supervisor		$ 16,015	$ 18,751	$ 25,552	$ 60,318
	Criminal Justice Information Consultant II		$ 32,906	$ 32,906	$ 22,461	$ 88,273
	Criminal Justice Information Consultant II		$ 27,420	$ 65,813	$ 34,032	$ 127,265
	Criminal Justice Information Consultant II		$ 10,967	$ 65,813	$ 34,032	$ 110,812
	Criminal Justice Information Consultant I				$ 30,824	$ 30,824
	Planning and Policy Administrator		$ -		$ 29,444	$ 29,444
	Administrative Assistant I				$ 14,315	$ 14,315
	Senior Management Analyst Supervisor				$ 38,715	$ 38,715
	Criminal Justice Information Consultant II				$ 68,063	$ 68,063
	Criminal Justice Information Consultant II				$ 68,063	$ 68,063
Full Time Employees	**Subtotal**		**$ 134,967**	**$ 277,274**	**$ 457,649**	**$ 869,891**
State Staff	**Subtotal**		**$ 134,967**	**$ 277,274**	**$ 457,649**	**$ 869,891**
Software	**Subtotal**		**$ -**	**$ -**	**$ -**	**$ -**
	HR and Standard FTE Expenses		$ 6,623	$ 25,174	$ 40,544	$ 72,341
	Contingency			$ 50,000	$ 50,000	$ 100,000
Other Expenses			**$6,623**	**$75,174**	**$ 90,544.00**	**$ 172,341.00**
Expenses	**Subtotal**		**$ 6,623**	**$ 75,174**	**$ 90,544**	**$ 172,341**
Contract Services						**0**
	Data Architect/ Enterprise Application Engineer		$ 94,471	$ 166,249	$ 208,000	$ 468,720
	Data Analyst			$ 160,500	$ 187,200	$ 347,700
	Business Management Specialist		$ 83,832	$ 219,600	$ 208,000	$ 511,432
	Research Scientist		$ 64,233	$ 200,000	$ 200,000	$ 464,233
	Risk Manager			$ 133,776	$ 187,200	$ 320,976
Contract Staff	**Subtotal**		**$242,536**	**$ 880,125.00**	**$ 990,400.00**	**$ 2,113,061**
	Data Submissions and Standardization Process		$ 349,446	$ 4,789,828		$ 5,139,274
	CCH Modification				$ 1,485,679	$ 1,485,679
	Consulting Services / Contingency		$ -	$ 180,671	$ 300,000	$ 480,671
	IV & V Services			$ 144,329	$ 151,364	$ 295,693
Project Deliverables	**Subtotal**		**$ 349,446.00**	**$ 5,114,828.00**	**$ 1,937,043.00**	**$ 7,401,317**
	Maintenance and Support			$ 179,226	$ 716,904	$ 896,130

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	Criminal Justice Data Transparency		**Planned Costs:**			
Tracking #:	TBD					
Manager:	Abdullah Alman					
Duration:	48.7					
Baseline Date:	10/1/2018					
Revision Date:	September 26, 2020					
Version #:						

Cost Elements	**Description**		**FY 19-20**	**FY 20-21**	**FY 21-22**	**Planned Total**
						$ -
Maintenance	**Subtotal**		**$ -**	**$ 179,226.00**	**$ 716,904.00**	**$896,130**
			$ 217,153			$ 217,153
	Cloud Storage		$ 2,454	$ 196,014	$ 403,942	$ 602,410
	Business Intelligence Visualization		$ 35,537	$ 49,400	$ 49,400	$ 134,337
	Third Party Software			$ 337,045	$ 300,000	$ 637,045
	Redhat Software				$ 10,000	$ 10,000
						$ -
Other IT Services	**Subtotal**		**$ 255,144.00**	**$ 582,459**	**$ 763,342.00**	**$ 1,600,945.00**
Contract Services	**Subtotal**		**$ 847,126.00**	**$6,756,638**	**$ 4,407,689.00**	**$ 12,011,453.00**
Other						**0**
	Pass through to reporting entities		$ 29,500	$ 551,500		$ 581,000
	HR Services		$ 1,073	$ 1,349		$ 2,422
						$ -
Other	**Subtotal**		**$30,573**	**$ 552,849**	**$0**	**$ 583,422.00**
Grand Total			**$1,019,289**	**$7,661,935**	**$4,955,882**	**$13,637,107**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
1	**1**	**CJDT Master Schedule**	**620 days?**	**42%**	**Fri 2/14/20**	**Thu 6/30/22**
3	**1.2**	**FDLE CJDT Project Schedule**	**538 days?**	**30%**	**Mon 6/1/20**	**Thu 6/30/22**
1	**CJDT-1**	**Perform FDLE CJDT Schedule**	**538 days?**	**30%**	**Mon 6/1/20**	**Thu 6/30/22**
351	CJDT-1.9	MILESTONE - Perform FDLE CJDT Schedule - Completed	0 days	0%	Thu 6/30/22	Thu 6/30/22
341	**CJDT-1.8**	**Conduct Project Close-out**	**22 days**	**0%**	**Wed 6/1/22**	**Thu 6/30/22**
350	CJDT-1.8.9	MILESTONE - Conduct Project Close-out	0 days	0%	Thu 6/30/22	Thu 6/30/22
349	CJDT-1.8.8	Conduct Close-out Meeting with Management and Staff	1 day	0%	Thu 6/30/22	Thu 6/30/22
348	CJDT-1.8.7	Archive Project Records	3 days	0%	Mon 6/27/22	Wed 6/29/22
347	CJDT-1.8.6	Create Post Implementation Review Report	1 day	0%	Fri 6/24/22	Fri 6/24/22
346	CJDT-1.8.5	Review Project Closeout Report	3 days	0%	Tue 6/21/22	Thu 6/23/22
345	CJDT-1.8.4	Create Project Closeout Report	5 days	0%	Tue 6/14/22	Mon 6/20/22
344	CJDT-1.8.3	Document Lessons Learned	1 day	0%	Mon 6/13/22	Mon 6/13/22
343	CJDT-1.8.2	Schedule Lessons Learned Meeting	1 day	0%	Fri 6/10/22	Fri 6/10/22
342	CJDT-1.8.1	Inspect and File System Documentation	7 days	0%	Wed 6/1/22	Thu 6/9/22
327	**CJDT-1.7**	**Execute and Monitor FY 2021-22 Tasks**	**261 days**	**0%**	**Thu 7/1/21**	**Thu 6/30/22**
328	**CJDT-1.7.1**	**Conduct Monthly Monitoring Tasks**	**261 days**	**0%**	**Thu 7/1/21**	**Thu 6/30/22**
340	CJDT-1.7.1.12	Conduct Monthly Monitoring Tasks 12	22 days	0%	Wed 6/1/22	Thu 6/30/22

ID	WBS	Task Name	Duration	% Complete	Start	Finish
339	CJDT-1.7.1.11	Conduct Monthly Monitoring Tasks 11	22 days	0%	Mon 5/2/22	Tue 5/31/22
338	CJDT-1.7.1.10	Conduct Monthly Monitoring Tasks 10	21 days	0%	Fri 4/1/22	Fri 4/29/22
337	CJDT-1.7.1.9	Conduct Monthly Monitoring Tasks 9	23 days	0%	Tue 3/1/22	Thu 3/31/22
336	CJDT-1.7.1.8	Conduct Monthly Monitoring Tasks 8	20 days	0%	Tue 2/1/22	Mon 2/28/22
335	CJDT-1.7.1.7	Conduct Monthly Monitoring Tasks 7	21 days	0%	Mon 1/3/22	Mon 1/31/22
334	CJDT-1.7.1.6	Conduct Monthly Monitoring Tasks 6	23 days	0%	Wed 12/1/21	Fri 12/31/21
333	CJDT-1.7.1.5	Conduct Monthly Monitoring Tasks 5	22 days	0%	Mon 11/1/21	Tue 11/30/21
332	CJDT-1.7.1.4	Conduct Monthly Monitoring Tasks 4	21 days	0%	Fri 10/1/21	Fri 10/29/21
331	CJDT-1.7.1.3	Conduct Monthly Monitoring Tasks 3	22 days	0%	Wed 9/1/21	Thu 9/30/21
330	CJDT-1.7.1.2	Conduct Monthly Monitoring Tasks 2	22 days	0%	Mon 8/2/21	Tue 8/31/21
329	CJDT-1.7.1.1	Conduct Monthly Monitoring Tasks 1	22 days	0%	Thu 7/1/21	Fri 7/30/21
301	**CJDT-1.6**	**Conduct DR Testing**	**121 days**	**0%**	**Mon 1/11/21**	**Mon 6/28/21**
326	CJDT-1.6.3	MILESTONE - Conduct DR Testing - Completed	0 days	0%	Mon 6/28/21	Mon 6/28/21
316	**CJDT-1.6.2**	**Execute Testing for DR**	**40 days**	**0%**	**Tue 5/4/21**	**Mon 6/28/21**
325	CJDT-1.6.2.2	MILESTONE - Execute Testing for DR - Completed	0 days	0%	Mon 6/28/21	Mon 6/28/21
317	**CJDT-1.6.2.1**	**Perform Testing for DR**	**40 days**	**0%**	**Tue 5/4/21**	**Mon 6/28/21**
324	CJDT-1.6.2.1.7	Share Testing Results with the Customers for DR	10 days	0%	Tue 6/15/21	Mon 6/28/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
323	CJDT-1.6.2.1.6	Prepare Testing Results Document for DR	10 days	0%	Tue 6/1/21	Mon 6/14/21
322	CJDT-1.6.2.1.5	Update TTM for DR	10 days	0%	Tue 5/18/21	Mon 5/31/21
321	CJDT-1.6.2.1.4	Perform Bug Correction Testing for DR	10 days	0%	Tue 5/4/21	Mon 5/17/21
320	CJDT-1.6.2.1.3	Resolve Issues found in DR Testing	10 days	0%	Tue 5/4/21	Mon 5/17/21
319	CJDT-1.6.2.1.2	Report Bugs/Issues in Jira for DR	10 days	0%	Tue 5/4/21	Mon 5/17/21
318	CJDT-1.6.2.1.1	Execute Testing for DR	10 days	0%	Tue 5/4/21	Mon 5/17/21
302	**CJDT-1.6.1**	**Prepare Testing for DR**	**81 days**	**0%**	**Mon 1/11/21**	**Mon 5/3/21**
315	CJDT-1.6.1.5	MILESTONE - Prepare Testing for DR - Completed	0 days	0%	Mon 5/3/21	Mon 5/3/21
310	**CJDT-1.6.1.4**	**Prepare Test Cases for DR**	**31 days**	**0%**	**Mon 3/22/21**	**Mon 5/3/21**
314	CJDT-1.6.1.4.4	Review Test Cases for DR	6 days	0%	Mon 4/26/21	Mon 5/3/21
313	CJDT-1.6.1.4.3	Revise Test Cases for DR	7 days	0%	Thu 4/15/21	Fri 4/23/21
312	CJDT-1.6.1.4.2	Share Test Cases for DR	8 days	0%	Mon 4/5/21	Wed 4/14/21
311	CJDT-1.6.1.4.1	Create Test Cases for DR	10 days	0%	Mon 3/22/21	Fri 4/2/21
305	**CJDT-1.6.1.3**	**Prepare Test Scenarios for DR**	**30 days**	**0%**	**Mon 2/8/21**	**Fri 3/19/21**
309	CJDT-1.6.1.3.4	Review Test Scenarios for DR	5 days	0%	Mon 3/15/21	Fri 3/19/21
308	CJDT-1.6.1.3.3	Revise Test Scenarios for DR	7 days	0%	Thu 3/4/21	Fri 3/12/21
307	CJDT-1.6.1.3.2	Share Test Scenarios for DR	8 days	0%	Mon 2/22/21	Wed 3/3/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
306	CJDT-1.6.1.3.1	Create Test Scenarios for DR	10 days	0%	Mon 2/8/21	Fri 2/19/21
304	CJDT-1.6.1.2	Create a Test Bed for DR	10 days	0%	Mon 1/25/21	Fri 2/5/21
303	CJDT-1.6.1.1	Plan Testing Activities for DR	10 days	0%	Mon 1/11/21	Fri 1/22/21
289	**CJDT-1.5**	**Conduct Training for CJDT and CCH (Disposition & Statute Maintenance)**	**44 days**	**33%**	**Thu 7/30/20**	**Wed 9/30/20**
300	CJDT-1.5.6	MILESTONE - Conduct Training for CJIS Portal, CCH (Disposition & Statute Maintenance) - Completed	0 days	0%	Fri 10/15/21	Fri 10/15/21
294	**CJDT-1.5.5**	**Establish CSC and ID&T Training Document for CJDT, CCH (Disposition & Statute Maintenance), and CJDT**	**19 days**	**15%**	**Thu 10/1/20**	**Tue 10/27/20**
299	CJDT-1.5.5.5	MILESTONE - Establish CSC and ID&T Training Document for CJDT, CCH (Disposition & Statute Maintenance) - Completed	0 days	0%	Tue 10/27/20	Tue 10/27/20
298	CJDT-1.5.5.4	Send CSC and ID&T Training Document for CJDT CCH (Disposition & Statute Maintenance)	1 day	0%	Tue 10/27/20	Tue 10/27/20
297	CJDT-1.5.5.3	Update CSC and ID&T Training Document for CJDT, CCH (Disposition & Statute Maintenance)	3 days	0%	Thu 10/22/20	Mon 10/26/20
296	CJDT-1.5.5.2	Review CSC and ID&T Training Document for CJDT, CCH (Disposition & Statute Maintenance)	5 days	0%	Thu 10/15/20	Wed 10/21/20
295	CJDT-1.5.5.1	Create CSC and ID&T Training Document for CJDT, CCH (Disposition & Statute Maintenance)	10 days	29%	Thu 10/1/20	Wed 10/14/20
293	CJDT-1.5.4	Schedule Training Sessions for CJDT	10 days	0%	Mon 10/4/21	Fri 10/15/21
292	CJDT-1.5.3	Plan Project Office Staff Training Activities for CJDT	5 days	0%	Mon 9/27/21	Fri 10/1/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
291	CJDT-1.5.2	Schedule Training Sessions for CCH (Disposition & Statute Maintenance)	5 days	58%	Thu 10/1/20	Wed 10/7/20
290	CJDT-1.5.1	Plan Project Office Staff Training Activities for CCH (Disposition & Statute Maintenance)	44 days	50%	Thu 7/30/20	Wed 9/30/20
177	**CJDT-1.4**	**Conduct CJDT Testing**	**325 days?**	**57%**	**Mon 7/13/20**	**Fri 10/15/21**
288	CJDT-1.4.4	MILESTONE - Conduct CJDT, CCH (Disposition & Statute Maintenance), and CCH (Custody Batch) Testing - Completed	0 days	0%	Fri 10/15/21	Fri 10/15/21
222	**CJDT-1.4.3**	**Execute Testing for CJDT**	**317 days?**	**54%**	**Thu 7/23/20**	**Fri 10/15/21**
268	**CJDT-1.4.3.3**	**Execute Testing for CCH (Custody Batch)**	**49 days**	**0%**	**Tue 8/10/21**	**Fri 10/15/21**
287	CJDT-1.4.3.3.3	MILESTONE - Execute Testing for CCH (Custody Batch) - Completed	0 days	0%	Fri 10/15/21	Fri 10/15/21
278	**CJDT-1.4.3.3.2**	**Perform UAT Testing for CCH (Custody Batch)**	**20 days**	**0%**	**Mon 9/20/21**	**Fri 10/15/21**
286	CJDT-1.4.3.3.2.8	MILESTONE - Perform UAT Testing for CCH (Custody Batch) - Completed	0 days	0%	Fri 10/15/21	Fri 10/15/21
285	CJDT-1.4.3.3.2.7	Share UAT Results with the Customers for CCH (Custody Batch)	5 days	0%	Mon 10/11/21	Fri 10/15/21
284	CJDT-1.4.3.3.2.6	Prepare UAT Results Document for CCH (Custody Batch)	5 days	0%	Mon 10/4/21	Fri 10/8/21
283	CJDT-1.4.3.3.2.5	Update UAT in TTM for CCH (Custody Batch)	5 days	0%	Mon 9/27/21	Fri 10/1/21
282	CJDT-1.4.3.3.2.4	Perform UAT Bug Correction Testing for CCH (Custody Batch)	1 day	0%	Thu 9/30/21	Thu 9/30/21
281	CJDT-1.4.3.3.2.3	Correct UAT Bugs for CCH (Custody Batch)	3 days	0%	Mon 9/27/21	Wed 9/29/21
280	CJDT-1.4.3.3.2.2	Report UAT Bugs in Jira for CCH (Custody Batch)	5 days	0%	Mon 9/20/21	Fri 9/24/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
279	CJDT-1.4.3.3.2.1	Execute UAT Testing for CCH (Custody Batch)	5 days	0%	Mon 9/20/21	Fri 9/24/21
269	**CJDT-1.4.3.3.1**	**Perform FAT Testing for CCH (Custody Batch)**	**29 days**	**0%**	**Tue 8/10/21**	**Fri 9/17/21**
277	CJDT-1.4.3.3.1.8	MILESTONE - Perform FAT Testing for CCH (Custody Batch) - Completed	0 days	0%	Fri 9/17/21	Fri 9/17/21
276	CJDT-1.4.3.3.1.7	Share FAT Results with the Customers for CCH (Custody Batch)	10 days	0%	Mon 9/6/21	Fri 9/17/21
275	CJDT-1.4.3.3.1.6	Prepare FAT Results Document for CCH (Custody Batch)	9 days	0%	Tue 8/24/21	Fri 9/3/21
274	CJDT-1.4.3.3.1.5	Update FAT in TTM for CCH (Custody Batch)	5 days	0%	Tue 8/17/21	Mon 8/23/21
273	CJDT-1.4.3.3.1.4	Perform FAT Bug Correction Testing for CCH (Custody Batch)	1 day	0%	Fri 8/20/21	Fri 8/20/21
272	CJDT-1.4.3.3.1.3	Correct FAT Bugs for CCH (Custody Batch)	3 days	0%	Tue 8/17/21	Thu 8/19/21
271	CJDT-1.4.3.3.1.2	Report FAT Bugs in Jira for CCH (Custody Batch)	5 days	0%	Tue 8/10/21	Mon 8/16/21
270	CJDT-1.4.3.3.1.1	Execute FAT Testing for CCH (Custody Batch)	5 days	0%	Tue 8/10/21	Mon 8/16/21
245	**CJDT-1.4.3.2**	**Execute Testing for CCH (Disposition & Statute Maintenance)**	**58 days?**	**73%**	**Fri 7/24/20**	**Wed 10/14/20**
267	CJDT-1.4.3.2.3	MILESTONE - Execute Testing for CCH (Disposition & Statute Maintenance) - Completed	0 days	0%	Fri 10/2/20	Fri 10/2/20
256	**CJDT-1.4.3.2.2**	**Perform UAT Testing for CCH (Disposition & Statute Maintenance)**	**51 days?**	**68%**	**Tue 8/4/20**	**Wed 10/14/20**
266	CJDT-1.4.3.2.2.8	MILESTONE - Perform UAT Testing for CCH (Disposition & Statute Maintenance) - Completed	0 days	100%	Fri 8/21/20	Fri 8/21/20
265	CJDT-1.4.3.2.2.9	Execute UAT Testing for CCH (Disposition Intake Validation)		0%		

ID	WBS	Task Name	Duration	% Complete	Start	Finish
264	CJDT-1.4.3.2.2.10	Execute UAT Testing for CCH (Disposition Intake Validation)	12 days	0%	Tue 9/29/20	Wed 10/14/20
263	CJDT-1.4.3.2.2.7	Share UAT Results with the Customers for CCH (Disposition & Statute Maintenance)	1 day	100%	Fri 8/21/20	Fri 8/21/20
262	CJDT-1.4.3.2.2.6	Prepare UAT Results Document for CCH (Disposition & Statute Maintenance)	1 day	100%	Thu 8/20/20	Thu 8/20/20
261	CJDT-1.4.3.2.2.5	Update UAT in TTM for CCH (Disposition & Statute Maintenance)	3 days	100%	Mon 8/17/20	Wed 8/19/20
260	CJDT-1.4.3.2.2.4	Perform UAT Bug Correction Testing for CCH (Disposition & Statute Maintenance)	3 days	100%	Tue 8/18/20	Thu 8/20/20
259	CJDT-1.4.3.2.2.3	Correct UAT Bugs for CCH (Disposition & Statute Maintenance)	1 day	100%	Mon 8/17/20	Mon 8/17/20
258	CJDT-1.4.3.2.2.2	Report UAT Bugs in Jira for CCH (Disposition & Statute Maintenance)	9 days	100%	Tue 8/4/20	Fri 8/14/20
257	CJDT-1.4.3.2.2.1	Execute UAT Testing for CCH (Disposition & Statute Maintenance)	9 days	100%	Tue 8/4/20	Fri 8/14/20
246	**CJDT-1.4.3.2.1**	**Perform FAT Testing for CCH (Disposition & Statute Maintenance)**	**48 days**	**75%**	**Fri 7/24/20**	**Wed 9/30/20**
255	CJDT-1.4.3.2.1.8	MILESTONE - Perform FAT Testing for CCH (Disposition & Statute Maintenance) - Completed	0 days	0%	Fri 10/2/20	Fri 10/2/20
254	CJDT-1.4.3.2.1.7	Share FAT Results with the Customers for CCH (Disposition & Statute Maintenance)	2 days	0%	Thu 10/1/20	Fri 10/2/20
253	CJDT-1.4.3.2.1.9	Execute FAT Testing for CCH (Disposition Intake Validation)	16 days	0%	Mon 9/14/20	Mon 10/5/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
252	CJDT-1.4.3.2.1.6	Prepare FAT Results Document for CCH (Disposition & Statute Maintenance)	39 days	100%	Thu 8/6/20	Wed 9/30/20
251	CJDT-1.4.3.2.1.5	Update FAT in TTM for CCH (Disposition & Statute Maintenance)	5 days	100%	Thu 7/30/20	Wed 8/5/20
250	CJDT-1.4.3.2.1.4	Perform FAT Bug Correction Testing for CCH (Disposition & Statute Maintenance)	1 day	100%	Mon 8/3/20	Mon 8/3/20
249	CJDT-1.4.3.2.1.3	Correct FAT Bugs for CCH (Disposition & Statute Maintenance)	2 days	100%	Thu 7/30/20	Fri 7/31/20
248	CJDT-1.4.3.2.1.2	Report FAT Bugs in Jira for CCH (Disposition & Statute Maintenance)	4 days	100%	Fri 7/24/20	Wed 7/29/20
247	CJDT-1.4.3.2.1.1	Execute FAT Testing for CCH (Disposition & Statute Maintenance)	4 days	100%	Fri 7/24/20	Wed 7/29/20
223	**CJDT-1.4.3.1**	**Execute Testing for CJDT**	**67 days**	**73%**	**Thu 7/23/20**	**Mon 10/26/20**
244	CJDT-1.4.3.1.3	MILESTONE - Execute Testing for CJDT	0 days	0%	Tue 9/1/20	Tue 9/1/20
234	**CJDT-1.4.3.1.2**	**Perform UAT Testing for CJDT**	**18 days**	**62%**	**Thu 8/6/20**	**Mon 8/31/20**
243	CJDT-1.4.3.1.2.8	MILESTONE - Perform UAT Testing for CJDT - Completed	0 days	100%	Mon 8/31/20	Mon 8/31/20
242	CJDT-1.4.3.1.2.9	Execute UAT Testing for all Report Types	13 days	0%	Thu 10/8/20	Mon 10/26/20
241	CJDT-1.4.3.1.2.7	Share UAT Results with the Customers for CJDT	1 day	100%	Mon 8/31/20	Mon 8/31/20
240	CJDT-1.4.3.1.2.6	Prepare UAT Results Document for CJDT	2 days	100%	Tue 8/18/20	Wed 8/19/20
239	CJDT-1.4.3.1.2.5	Update UAT in TTM for CJDT	1 day	100%	Mon 8/17/20	Mon 8/17/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
238	CJDT-1.4.3.1.2.4	Perform UAT Bug Correction Testing for CJDT	1 day	100%	Wed 8/19/20	Wed 8/19/20
237	CJDT-1.4.3.1.2.3	Correct UAT Bugs for CJDT	2 days	100%	Mon 8/17/20	Tue 8/18/20
236	CJDT-1.4.3.1.2.2	Report UAT Bugs in Jira for CJDT	7 days	100%	Thu 8/6/20	Fri 8/14/20
235	CJDT-1.4.3.1.2.1	Execute UAT Testing for CJDT	7 days	100%	Thu 8/6/20	Fri 8/14/20
224	**CJDT-1.4.3.1.1**	**Perform FAT Testing for CJDT**	**49 days**	**80%**	**Thu 7/23/20**	**Wed 9/30/20**
233	CJDT-1.4.3.1.1.8	MILESTONE - Perform FAT Testing for CJDT - Completed	0 days	100%	Tue 9/1/20	Tue 9/1/20
232	CJDT-1.4.3.1.1.7	Share FAT Results with the Customers for CJDT	2 days	100%	Wed 8/12/20	Tue 9/1/20
231	CJDT-1.4.3.1.1.9	Execute UAT Testing for all Report Types	10 days	0%	Mon 10/5/20	Fri 10/16/20
230	CJDT-1.4.3.1.1.6	Prepare FAT Results Document for CJDT	16 days	100%	Mon 8/10/20	Mon 8/31/20
229	CJDT-1.4.3.1.1.5	Update FAT in TTM for CJDT	5 days	100%	Mon 8/3/20	Fri 8/7/20
228	CJDT-1.4.3.1.1.4	Perform FAT Bug Correction Testing for CJDT	1 day	100%	Wed 8/5/20	Wed 8/5/20
227	CJDT-1.4.3.1.1.3	Correct FAT Bugs for CJDT	2 days	100%	Mon 8/3/20	Tue 8/4/20
226	CJDT-1.4.3.1.1.2	Report FAT Bugs in Jira for CJDT	7 days	100%	Thu 7/23/20	Fri 7/31/20
225	CJDT-1.4.3.1.1.1	Execute FAT Testing for CJDT	7 days	100%	Thu 7/23/20	Fri 7/31/20
221	CJDT-1.4.2	MILESTONE - Preparation Testing for CCH Testing (Custody Batch) - Completed	0 days	0%	Mon 8/9/21	Mon 8/9/21
178	**CJDT-1.4.1**	**Preparation Testing for CJDT**	**301 days**	**63%**	**Mon 7/13/20**	**Mon 9/13/21**
194	**CJDT-1.4.1.4**	**Prepare for Testing CJDT**	**301 days**	**30%**	**Mon 7/13/20**	**Mon 9/13/21**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
208	**CJDT-1.4.1.4.2**	**Prepare CCH Testing (Custody Batch)**	**53 days**	**0%**	**Thu 7/1/21**	**Mon 9/13/21**
220	CJDT-1.4.1.4.2.4	MILESTONE - Prepare CCH Testing (Custody Batch) - Completed	0 days	0%	Mon 8/9/21	Mon 8/9/21
215	**CJDT-1.4.1.4.2.3**	**Prepare Test Cases for CCH Testing (Custody Batch)**	**18 days**	**0%**	**Thu 7/15/21**	**Mon 8/9/21**
219	CJDT-1.4.1.4.2.3.4	Review Test Cases	2 days	0%	Fri 8/6/21	Mon 8/9/21
218	CJDT-1.4.1.4.2.3.3	Revise Test Cases	3 days	0%	Tue 8/3/21	Thu 8/5/21
217	CJDT-1.4.1.4.2.3.2	Share Test Cases	5 days	0%	Tue 7/27/21	Mon 8/2/21
216	CJDT-1.4.1.4.2.3.1	Create Test Cases	8 days	0%	Thu 7/15/21	Mon 7/26/21
210	**CJDT-1.4.1.4.2.2**	**Prepare Test Scenarios for CCH Testing (Custody Batch)**	**15 days**	**0%**	**Thu 7/1/21**	**Wed 7/21/21**
214	CJDT-1.4.1.4.2.2.4	Review Test Scenarios	2 days	0%	Tue 7/20/21	Wed 7/21/21
213	CJDT-1.4.1.4.2.2.3	Revise Test Scenarios	3 days	0%	Thu 7/15/21	Mon 7/19/21
212	CJDT-1.4.1.4.2.2.2	Share Test Scenarios	5 days	0%	Thu 7/8/21	Wed 7/14/21
211	CJDT-1.4.1.4.2.2.1	Create Test Scenarios	5 days	0%	Thu 7/1/21	Wed 7/7/21
209	CJDT-1.4.1.4.2.1	Create a Test Bed for CJDT	5 days	0%	Thu 7/1/21	Wed 7/7/21
195	**CJDT-1.4.1.4.1**	**Prepare Testing CCH (Disposition & Statute Maintenance)**	**12 days**	**100%**	**Mon 7/13/20**	**Tue 7/28/20**
207	CJDT-1.4.1.4.1.4	MILESTONE - Prepare CCH (Disposition & Statute Maintenance) Testing - Completed	0 days	100%	Thu 7/23/20	Thu 7/23/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
202	**CJDT-1.4.1.4.1.3**	**Prepare Test Cases for CCH (Disposition & Statute Maintenance)**	**9 days**	**100%**	**Mon 7/13/20**	**Thu 7/23/20**
206	CJDT-1.4.1.4.1.3.4	Review Test Cases	1 day	100%	Thu 7/23/20	Thu 7/23/20
205	CJDT-1.4.1.4.1.3.3	Revise Test Cases	1 day	100%	Wed 7/22/20	Wed 7/22/20
204	CJDT-1.4.1.4.1.3.2	Share Test Cases	1 day	100%	Tue 7/21/20	Tue 7/21/20
203	CJDT-1.4.1.4.1.3.1	Create Test Cases	5 days	100%	Mon 7/13/20	Fri 7/17/20
197	**CJDT-1.4.1.4.1.2**	**Prepare Test Scenarios for CCH (Disposition & Statute Maintenance)**	**6 days**	**100%**	**Thu 7/16/20**	**Thu 7/23/20**
201	CJDT-1.4.1.4.1.2.4	Review Test Scenarios	1 day	100%	Thu 7/23/20	Thu 7/23/20
200	CJDT-1.4.1.4.1.2.3	Revise Test Scenarios	2 days	100%	Tue 7/21/20	Wed 7/22/20
199	CJDT-1.4.1.4.1.2.2	Share Test Scenarios	1 day	100%	Mon 7/20/20	Mon 7/20/20
198	CJDT-1.4.1.4.1.2.1	Create Test Scenarios	2 days	100%	Thu 7/16/20	Fri 7/17/20
196	CJDT-1.4.1.4.1.1	Create a Test Bed	2 days	100%	Mon 7/27/20	Tue 7/28/20
181	**CJDT-1.4.1.3**	**Prepare for Testing CJDT**	**19 days**	**100%**	**Mon 7/20/20**	**Thu 8/13/20**
193	CJDT-1.4.1.3.4	MILESTONE - Prepare Testing for CJDT Completed	0 days	100%	Thu 8/13/20	Thu 8/13/20
188	**CJDT-1.4.1.3.3**	**Prepare Test Cases for CJDT**	**12 days**	**100%**	**Wed 7/29/20**	**Thu 8/13/20**
192	CJDT-1.4.1.3.3.4	Review Test Cases	1 day	100%	Thu 8/13/20	Thu 8/13/20
191	CJDT-1.4.1.3.3.3	Revise Test Cases	2 days	100%	Tue 8/11/20	Wed 8/12/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
190	CJDT-1.4.1.3.3.2	Share Test Cases	4 days	100%	Wed 8/5/20	Mon 8/10/20
189	CJDT-1.4.1.3.3.1	Create Test Cases	5 days	100%	Wed 7/29/20	Tue 8/4/20
183	**CJDT-1.4.1.3.2**	**Prepare Test Scenarios for CJDT**	**13 days**	**100%**	**Mon 7/20/20**	**Wed 8/5/20**
187	CJDT-1.4.1.3.2.4	Review Test Scenarios	3 days	100%	Mon 8/3/20	Wed 8/5/20
186	CJDT-1.4.1.3.2.3	Revise Test Scenarios	3 days	100%	Wed 7/29/20	Fri 7/31/20
185	CJDT-1.4.1.3.2.2	Share Test Scenarios	3 days	100%	Fri 7/24/20	Tue 7/28/20
184	CJDT-1.4.1.3.2.1	Create Test Scenarios	4 days	100%	Mon 7/20/20	Thu 7/23/20
182	CJDT-1.4.1.3.1	Create a Test Bed	5 days	100%	Mon 7/20/20	Fri 7/24/20
180	CJDT-1.4.1.2	Create Test Plan for CJDT	10 days	100%	Mon 7/27/20	Fri 8/7/20
179	CJDT-1.4.1.1	Plan Testing Activities	10 days	100%	Mon 7/13/20	Fri 7/24/20
50	**CJDT-1.3**	**Execute and Monitor FY 2020-21 Tasks**	**255 days**	**35%**	**Wed 7/1/20**	**Wed 6/30/21**
176	CJDT-1.3.7	MILESTONE - Execute and Monitor FY 2020-21 Tasks - Completed	0 days	0%	Wed 6/30/21	Wed 6/30/21
167	**CJDT-1.3.6**	**Conduct Monthly Monitoring Tasks**	**169 days**	**0%**	**Mon 11/2/20**	**Wed 6/30/21**
175	CJDT-1.3.6.8	Conduct Monthly Monitoring Tasks 8	22 days	0%	Tue 6/1/21	Wed 6/30/21
174	CJDT-1.3.6.7	Conduct Monthly Monitoring Tasks 7	21 days	0%	Mon 5/3/21	Mon 5/31/21
173	CJDT-1.3.6.6	Conduct Monthly Monitoring Tasks 6	22 days	0%	Thu 4/1/21	Fri 4/30/21
172	CJDT-1.3.6.5	Conduct Monthly Monitoring Tasks 5	23 days	0%	Mon 3/1/21	Wed 3/31/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
171	CJDT-1.3.6.4	Conduct Monthly Monitoring Tasks 4	20 days	0%	Mon 2/1/21	Fri 2/26/21
170	CJDT-1.3.6.3	Conduct Monthly Monitoring Tasks 3	21 days	0%	Fri 1/1/21	Fri 1/29/21
169	CJDT-1.3.6.2	Conduct Monthly Monitoring Tasks 2	22 days	0%	Tue 12/1/20	Thu 12/31/20
168	CJDT-1.3.6.1	Conduct Monthly Monitoring Tasks 1	18 days	0%	Mon 11/2/20	Mon 11/30/20
139	**CJDT-1.3.5**	**Conduct October 2020 Monitoring**	**22 days**	**0%**	**Thu 10/1/20**	**Fri 10/30/20**
166	CJDT-1.3.5.7	MILESTONE - Conduct October 2020 Monitoring - Completed	0 days	0%	Fri 10/30/20	Fri 10/30/20
158	**CJDT-1.3.5.6**	**Perform Monthly Project Tasks**	**22 days**	**0%**	**Thu 10/1/20**	**Fri 10/30/20**
165	CJDT-1.3.5.6.7	Review and Update Project Documentation, as required	2 days	0%	Thu 10/29/20	Fri 10/30/20
164	CJDT-1.3.5.6.6	Update Schedule Weekly - 4	1 day	0%	Mon 10/26/20	Mon 10/26/20
163	CJDT-1.3.5.6.5	Update Schedule Weekly - 3	1 day	0%	Mon 10/19/20	Mon 10/19/20
162	CJDT-1.3.5.6.4	Update Schedule Weekly - 2	1 day	0%	Mon 10/12/20	Mon 10/12/20
161	CJDT-1.3.5.6.3	Update Schedule Weekly - 1	1 day	0%	Mon 10/5/20	Mon 10/5/20
160	CJDT-1.3.5.6.2	Communicate with Stakeholders, Customers, and Project Team	10 days	0%	Thu 10/15/20	Wed 10/28/20
159	CJDT-1.3.5.6.1	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	10 days	0%	Thu 10/1/20	Wed 10/14/20
147	**CJDT-1.3.5.5**	**Organize Project Meetings**	**21 days**	**0%**	**Fri 10/2/20**	**Fri 10/30/20**
157	CJDT-1.3.5.5.10	Conduct Weekly PM Meeting with Vendor - 5	1 day	0%	Fri 10/30/20	Fri 10/30/20
156	CJDT-1.3.5.5.9	Conduct Weekly PM Meeting with Vendor - 4	1 day	0%	Fri 10/23/20	Fri 10/23/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
155	CJDT-1.3.5.5.8	Conduct Weekly PM Meeting with Vendor - 3	1 day	0%	Fri 10/16/20	Fri 10/16/20
154	CJDT-1.3.5.5.7	Conduct Weekly PM Meeting with Vendor - 2	1 day	0%	Fri 10/9/20	Fri 10/9/20
153	CJDT-1.3.5.5.6	Conduct Weekly PM Meeting with Vendor - 1	1 day	0%	Fri 10/2/20	Fri 10/2/20
152	CJDT-1.3.5.5.5	Conduct ESC Meeting - Mid-month Meeting	1 day	0%	Thu 10/22/20	Thu 10/22/20
151	CJDT-1.3.5.5.4	Conduct PSC Meeting - Mid-month Meeting	1 day	0%	Fri 10/23/20	Fri 10/23/20
150	CJDT-1.3.5.5.3	Conduct ESC Meeting - 1st of the Month	1 day	0%	Thu 10/8/20	Thu 10/8/20
149	CJDT-1.3.5.5.2	Conduct Project Sponsor Status Meeting	1 day	0%	Fri 10/9/20	Fri 10/9/20
148	CJDT-1.3.5.5.1	Conduct PSC Meeting - 1st of the Month	1 day	0%	Fri 10/9/20	Fri 10/9/20
143	**CJDT-1.3.5.4**	**Create 1st Quarter FY 2020-21 Status Report**	**15 days**	**0%**	**Mon 10/12/20**	**Fri 10/30/20**
146	CJDT-1.3.5.4.3	Approve 1st Quarter FY 2019-20 Status Report	1 day	0%	Fri 10/30/20	Fri 10/30/20
145	CJDT-1.3.5.4.2	Review 1st Quarter FY 2019-20 Status Report	4 days	0%	Mon 10/26/20	Thu 10/29/20
144	CJDT-1.3.5.4.1	Create 1st Quarter FY 2019-20 Status Report	10 days	0%	Mon 10/12/20	Fri 10/23/20
142	CJDT-1.3.5.3	Approve September 2020 Status Report	1 day	0%	Fri 10/9/20	Fri 10/9/20
141	CJDT-1.3.5.2	Review September 2020 Status Report	2 days	0%	Wed 10/7/20	Thu 10/8/20
140	CJDT-1.3.5.1	Create September 2020 Status Report (Update Spend Plan)	4 days	0%	Thu 10/1/20	Tue 10/6/20
116	**CJDT-1.3.4**	**Conduct September 2020 Monitoring**	**18 days**	**38%**	**Fri 9/4/20**	**Wed 9/30/20**
138	CJDT-1.3.4.6	MILESTONE - Conduct September 2020 Monitoring - Completed	0 days	0%	Wed 9/30/20	Wed 9/30/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
130	**CJDT-1.3.4.5**	**Perform Monthly Project Tasks**	**17 days**	**14%**	**Tue 9/8/20**	**Wed 9/30/20**
137	CJDT-1.3.4.5.7	Review and Update Project Documentation, as required	1 day	0%	Wed 9/30/20	Wed 9/30/20
136	CJDT-1.3.4.5.6	Update Schedule Weekly - 4	1 day	60%	Mon 9/28/20	Mon 9/28/20
135	CJDT-1.3.4.5.5	Update Schedule Weekly - 3	1 day	100%	Mon 9/21/20	Mon 9/21/20
134	CJDT-1.3.4.5.4	Update Schedule Weekly - 2	1 day	100%	Mon 9/14/20	Mon 9/14/20
133	CJDT-1.3.4.5.3	Update Schedule Weekly - 1	1 day	100%	Tue 9/8/20	Tue 9/8/20
132	CJDT-1.3.4.5.2	Communicate with Stakeholders, Customers, and Project Team	10 days	0%	Wed 9/16/20	Tue 9/29/20
131	CJDT-1.3.4.5.1	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	10 days	0%	Tue 9/1/20	Tue 9/15/20
120	**CJDT-1.3.4.4**	**Organize Project Meetings**	**15 days**	**89%**	**Fri 9/4/20**	**Fri 9/25/20**
129	CJDT-1.3.4.4.9	Conduct Weekly PM Meeting with Vendor - 4	1 day	100%	Fri 9/25/20	Fri 9/25/20
128	CJDT-1.3.4.4.8	Conduct Weekly PM Meeting with Vendor - 3	1 day	100%	Fri 9/18/20	Fri 9/18/20
127	CJDT-1.3.4.4.7	Conduct Weekly PM Meeting with Vendor - 2	1 day	100%	Fri 9/11/20	Fri 9/11/20
126	CJDT-1.3.4.4.6	Conduct Weekly PM Meeting with Vendor - 1	1 day	100%	Fri 9/4/20	Fri 9/4/20
125	CJDT-1.3.4.4.5	Conduct ESC Meeting - Mid-month Meeting	1 day	0%	Thu 9/24/20	Thu 9/24/20
124	CJDT-1.3.4.4.4	Conduct PSC Meeting - Mid-month Meeting	1 day	100%	Tue 9/22/20	Tue 9/22/20
123	CJDT-1.3.4.4.3	Conduct ESC Meeting - 1st of the Month	1 day	100%	Thu 9/10/20	Thu 9/10/20
122	CJDT-1.3.4.4.2	Conduct Project Sponsor Status Meeting	1 day	100%	Wed 9/9/20	Wed 9/9/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
121	CJDT-1.3.4.4.1	Conduct PSC Meeting - 1st of the Month	1 day	100%	Tue 9/8/20	Tue 9/8/20
119	CJDT-1.3.4.3	Approve August 2020 Status Report	1 day	100%	Tue 9/8/20	Tue 9/8/20
118	CJDT-1.3.4.2	Review August 2020 Status Report	1 day	100%	Fri 9/4/20	Fri 9/4/20
117	CJDT-1.3.4.1	Create August 2020 Status Report (Update Spend Plan)	0 days	100%	Tue 9/1/20	Tue 9/1/20
104	**CJDT-1.3.3**	**Conduct LBR and Schedule IV-B FY 2021-22**	**50 days**	**46%**	**Tue 9/1/20**	**Tue 11/10/20**
115	CJDT-1.3.3.11	MILESTONE - Conduct LBR and Schedule IV-B FY 2021-22 - Completed	0 days	0%	Fri 10/30/20	Fri 10/30/20
114	CJDT-1.3.3.10	Submit Schedule IV-B	5 days	0%	Mon 10/26/20	Fri 10/30/20
113	CJDT-1.3.3.9	Send to ESC for Review	5 days	0%	Mon 10/19/20	Fri 10/23/20
112	CJDT-1.3.3.8	Update Schedule IV-B FY 2021-22 from PSC Feedback	5 days	0%	Mon 10/12/20	Fri 10/16/20
111	CJDT-1.3.3.7	Review Modified Schedule IV-B FY2021-22	5 days	0%	Mon 10/5/20	Fri 10/9/20
110	CJDT-1.3.3.6	Modify Schedule IV-B FY 2021-22	23 days	4%	Tue 9/1/20	Fri 10/2/20
109	CJDT-1.3.3.5	Review Updated Schedule IV-B FY 2021-22	5 days	100%	Thu 7/30/20	Wed 8/5/20
108	CJDT-1.3.3.4	Update Schedule IV-B FY 2021-22	5 days	100%	Thu 7/23/20	Wed 7/29/20
107	CJDT-1.3.3.3	Review Schedule IV-B FY 2021-22	5 days	100%	Thu 7/16/20	Wed 7/22/20
106	CJDT-1.3.3.2	Revise Schedule IV-B FY 2020-21 for FY 2021-22	10 days	100%	Wed 7/1/20	Wed 7/15/20
105	CJDT-1.3.3.1	Create LBR FY 2021-22	10 days	100%	Wed 7/1/20	Wed 7/15/20
80	**CJDT-1.3.2**	**Conduct August 2020 Monitoring**	**102 days**	**100%**	**Mon 8/3/20**	**Tue 12/29/20**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
103	CJDT-1.3.2.6	MILESTONE - Conduct August 2020 Monitoring - Completed	0 days	100%	Tue 12/29/20	Tue 12/29/20
94	**CJDT-1.3.2.5**	**Perform Monthly Project Tasks**	**102 days**	**100%**	**Mon 8/3/20**	**Tue 12/29/20**
102	CJDT-1.3.2.5.8	Review and Update Project Documentation, as required	1 day	100%	Tue 12/29/20	Tue 12/29/20
101	CJDT-1.3.2.5.7	Update Schedule Weekly - 5	1 day	100%	Mon 8/31/20	Mon 8/31/20
100	CJDT-1.3.2.5.6	Update Schedule Weekly - 4	1 day	100%	Mon 8/24/20	Mon 8/24/20
99	CJDT-1.3.2.5.5	Update Schedule Weekly - 3	1 day	100%	Mon 8/17/20	Mon 8/17/20
98	CJDT-1.3.2.5.4	Update Schedule Weekly - 2	1 day	100%	Mon 8/10/20	Mon 8/10/20
97	CJDT-1.3.2.5.3	Update Schedule Weekly - 1	1 day	100%	Mon 8/3/20	Mon 8/3/20
96	CJDT-1.3.2.5.2	Communicate with Stakeholders, Customers, and Project Team	10 days	100%	Mon 12/14/20	Mon 12/28/20
95	CJDT-1.3.2.5.1	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	10 days	100%	Mon 8/3/20	Fri 8/14/20
84	**CJDT-1.3.2.4**	**Organize Project Meetings**	**16 days**	**100%**	**Fri 8/7/20**	**Fri 8/28/20**
93	CJDT-1.3.2.4.9	Conduct Weekly PM Meeting with Vendor - 4	1 day	100%	Fri 8/28/20	Fri 8/28/20
92	CJDT-1.3.2.4.8	Conduct Weekly PM Meeting with Vendor - 3	1 day	100%	Fri 8/21/20	Fri 8/21/20
91	CJDT-1.3.2.4.7	Conduct Weekly PM Meeting with Vendor - 2	1 day	100%	Fri 8/14/20	Fri 8/14/20
90	CJDT-1.3.2.4.6	Conduct Weekly PM Meeting with Vendor - 1	1 day	100%	Fri 8/7/20	Fri 8/7/20
89	CJDT-1.3.2.4.5	Conduct ESC Meeting - Mid-month Meeting	1 day	100%	Thu 8/27/20	Thu 8/27/20
88	CJDT-1.3.2.4.4	Conduct PSC Meeting - Mid-month Meeting	1 day	100%	Thu 8/27/20	Thu 8/27/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
87	CJDT-1.3.2.4.3	Conduct ESC Meeting - 1st of the Month	1 day	100%	Thu 8/13/20	Thu 8/13/20
86	CJDT-1.3.2.4.2	Conduct Project Sponsor Status Meeting	1 day	100%	Mon 8/10/20	Mon 8/10/20
85	CJDT-1.3.2.4.1	Conduct PSC Meeting - 1st of the Month	1 day	100%	Fri 8/7/20	Fri 8/7/20
83	CJDT-1.3.2.3	Approve July 2020 Status Report	1 day	100%	Fri 8/7/20	Fri 8/7/20
82	CJDT-1.3.2.2	Review July 2020 Status Report	1 day	100%	Thu 8/6/20	Thu 8/6/20
81	CJDT-1.3.2.1	Create July 2020 Status Report (Update Spend Plan)	3 days	100%	Mon 8/3/20	Wed 8/5/20
51	**CJDT-1.3.1**	**Conduct July 2020 Monitoring**	**22 days**	**100%**	**Wed 7/1/20**	**Fri 7/31/20**
79	CJDT-1.3.1.8	MILESTONE - Conduct July 2020 Monitoring - Completed	0 days	100%	Fri 7/31/20	Fri 7/31/20
71	**CJDT-1.3.1.7**	**Perform Monthly Project Tasks**	**22 days**	**100%**	**Wed 7/1/20**	**Fri 7/31/20**
78	CJDT-1.3.1.7.7	Review and Update Project Documentation, as required	2 days	100%	Thu 7/30/20	Fri 7/31/20
77	CJDT-1.3.1.7.6	Update Schedule Weekly - 4	1 day	100%	Mon 7/27/20	Mon 7/27/20
76	CJDT-1.3.1.7.5	Update Schedule Weekly - 3	1 day	100%	Mon 7/20/20	Mon 7/20/20
75	CJDT-1.3.1.7.4	Update Schedule Weekly - 2	1 day	100%	Mon 7/13/20	Mon 7/13/20
74	CJDT-1.3.1.7.3	Update Schedule Weekly - 1	1 day	100%	Mon 7/6/20	Mon 7/6/20
73	CJDT-1.3.1.7.2	Communicate with Stakeholders, Customers, and Project Team	10 days	100%	Thu 7/16/20	Wed 7/29/20
72	CJDT-1.3.1.7.1	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	10 days	100%	Wed 7/1/20	Wed 7/15/20
60	**CJDT-1.3.1.6**	**Organize Project Meetings**	**21 days**	**100%**	**Thu 7/2/20**	**Fri 7/31/20**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
70	CJDT-1.3.1.6.10	Conduct Weekly PM Meeting with Vendor - 5	1 day	100%	Fri 7/31/20	Fri 7/31/20
69	CJDT-1.3.1.6.9	Conduct Weekly PM Meeting with Vendor - 4	1 day	100%	Fri 7/24/20	Fri 7/24/20
68	CJDT-1.3.1.6.8	Conduct Weekly PM Meeting with Vendor - 3	1 day	100%	Fri 7/17/20	Fri 7/17/20
67	CJDT-1.3.1.6.7	Conduct Weekly PM Meeting with Vendor - 2	1 day	100%	Fri 7/10/20	Fri 7/10/20
66	CJDT-1.3.1.6.6	Conduct Weekly PM Meeting with Vendor - 1	1 day	100%	Thu 7/2/20	Thu 7/2/20
65	CJDT-1.3.1.6.5	Conduct ESC Meeting - Mid-month Meeting	1 day	100%	Fri 7/17/20	Fri 7/17/20
64	CJDT-1.3.1.6.4	Conduct PSC Meeting - Mid-month Meeting	1 day	100%	Thu 7/23/20	Thu 7/23/20
63	CJDT-1.3.1.6.3	Conduct ESC Meeting - 1st of the Month	1 day	100%	Thu 7/2/20	Thu 7/2/20
62	CJDT-1.3.1.6.2	Conduct Project Sponsor Status Meeting	1 day	100%	Fri 7/10/20	Fri 7/10/20
61	CJDT-1.3.1.6.1	Conduct PSC Meeting - 1st of the Month	1 day	100%	Thu 7/9/20	Thu 7/9/20
55	**CJDT-1.3.1.5**	**Create FY 20-21 Spend Plan**	**22 days**	**100%**	**Wed 7/1/20**	**Fri 7/31/20**
59	CJDT-1.3.1.5.4	Review and Approve FY 20-21 Spend Plan (Baseline)	4 days	100%	Tue 7/28/20	Fri 7/31/20
58	CJDT-1.3.1.5.3	Update FY 20-21 Spend Plan	3 days	100%	Thu 7/23/20	Mon 7/27/20
57	CJDT-1.3.1.5.2	Review FY 20-21 Spend Plan	5 days	100%	Thu 7/16/20	Wed 7/22/20
56	CJDT-1.3.1.5.1	Create FY 20-21 Spend Plan	10 days	100%	Wed 7/1/20	Wed 7/15/20
54	CJDT-1.3.1.3	Approve June 2020 Status Report	1 day	100%	Thu 7/9/20	Thu 7/9/20
53	CJDT-1.3.1.2	Review June 2020 Status Report	2 days	100%	Tue 7/7/20	Wed 7/8/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
52	CJDT-1.3.1.1	Create June 2020 Status Report (Update Spend Plan)	3 days	100%	Wed 7/1/20	Mon 7/6/20
25	**CJDT-1.2**	**Execute and Monitor FY 2019-20 Tasks**	**22 days**	**100%**	**Mon 6/1/20**	**Tue 6/30/20**
49	CJDT-1.2.2	MILESTONE - Execute and Monitor FY 2019-20 Tasks - Completed	0 days	100%	Tue 6/30/20	Tue 6/30/20
26	**CJDT-1.2.1**	**Conduct June 2020 Monitoring**	**22 days**	**100%**	**Mon 6/1/20**	**Tue 6/30/20**
48	CJDT-1.2.1.6	MILESTONE - Conduct June 2020 Monitoring	0 days	100%	Tue 6/30/20	Tue 6/30/20
40	**CJDT-1.2.1.5**	**Perform Monthly Project Tasks**	**22 days**	**100%**	**Mon 6/1/20**	**Tue 6/30/20**
47	CJDT-1.2.1.5.7	Review and Update Project Documentation, as required	2 days	100%	Mon 6/29/20	Tue 6/30/20
46	CJDT-1.2.1.5.6	Update Schedule Weekly - 4	1 day	100%	Mon 6/29/20	Mon 6/29/20
45	CJDT-1.2.1.5.5	Update Schedule Weekly - 3	1 day	100%	Mon 6/22/20	Mon 6/22/20
44	CJDT-1.2.1.5.4	Update Schedule Weekly - 2	1 day	100%	Mon 6/15/20	Mon 6/15/20
43	CJDT-1.2.1.5.3	Update Schedule Weekly - 1	1 day	100%	Mon 6/8/20	Mon 6/8/20
42	CJDT-1.2.1.5.2	Communicate with Stakeholders, Customers, and Project Team	10 days	100%	Mon 6/15/20	Fri 6/26/20
41	CJDT-1.2.1.5.1	Update Logs and Lists (Issues, Risks, Communication, Decision, Lessons Learned, Action Items)	10 days	100%	Mon 6/1/20	Fri 6/12/20
30	**CJDT-1.2.1.4**	**Organize Project Meetings**	**16 days**	**100%**	**Fri 6/5/20**	**Fri 6/26/20**
39	CJDT-1.2.1.4.9	Conduct Weekly PM Meeting with Vendor - 4	1 day	100%	Fri 6/26/20	Fri 6/26/20
38	CJDT-1.2.1.4.8	Conduct Weekly PM Meeting with Vendor - 3	1 day	100%	Fri 6/19/20	Fri 6/19/20
37	CJDT-1.2.1.4.7	Conduct Weekly PM Meeting with Vendor - 2	1 day	100%	Fri 6/12/20	Fri 6/12/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
36	CJDT-1.2.1.4.6	Conduct Weekly PM Meeting with Vendor - 1	1 day	100%	Fri 6/5/20	Fri 6/5/20
35	CJDT-1.2.1.4.5	Conduct ESC Meeting - Mid-month Meeting	1 day	100%	Thu 6/18/20	Thu 6/18/20
34	CJDT-1.2.1.4.4	Conduct PSC Meeting - Mid-month Meeting	1 day	100%	Wed 6/24/20	Wed 6/24/20
33	CJDT-1.2.1.4.3	Conduct ESC Meeting - 1st of the Month	1 day	100%	Fri 6/12/20	Fri 6/12/20
32	CJDT-1.2.1.4.2	Conduct Project Sponsor Status Meeting	1 day	100%	Wed 6/10/20	Wed 6/10/20
31	CJDT-1.2.1.4.1	Conduct PSC Meeting - 1st of the Month	1 day	100%	Tue 6/9/20	Tue 6/9/20
29	CJDT-1.2.1.3	Approve May 2020 Status Report	1 day	100%	Tue 6/9/20	Tue 6/9/20
28	CJDT-1.2.1.2	Review May 2020 Status Report	2 days	100%	Mon 6/8/20	Tue 6/9/20
27	CJDT-1.2.1.1	Create May 2020 Status Report (Update Spend Plan)	5 days	100%	Mon 6/1/20	Fri 6/5/20
2	**CJDT-1.1**	**Perform Planning Tasks**	**135 days**	**7%**	**Mon 6/1/20**	**Fri 12/11/20**
24	CJDT-1.1.5	MILESTONE - Perform Planning Tasks - Completed	0 days	0%	Fri 12/11/20	Fri 12/11/20
23	CJDT-1.1.4	Complete Phase Gate R&C Assessment	1 day	0%	Fri 12/11/20	Fri 12/11/20
15	**CJDT-1.1.3**	**Establish IV&V**	**46 days**	**0%**	**Mon 10/5/20**	**Thu 12/10/20**
22	CJDT-1.1.3.7	MILESTONE - Establish IV&V - Completed	0 days	0%	Thu 12/10/20	Thu 12/10/20
21	CJDT-1.1.3.6	Create Purchase Order for IV&V	5 days	0%	Fri 12/4/20	Thu 12/10/20
20	CJDT-1.1.3.5	Continue Background Checks on IV&V Staff	10 days	0%	Wed 11/18/20	Thu 12/3/20
19	CJDT-1.1.3.4	Perform Background Checks on IV&V Staff	10 days	0%	Tue 11/3/20	Tue 11/17/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
18	CJDT-1.1.3.3	Begin Background Checks on IV&V Staff	10 days	0%	Tue 10/20/20	Mon 11/2/20
17	CJDT-1.1.3.2	Send IV&V Staff Background Packets	10 days	0%	Tue 10/6/20	Mon 10/19/20
16	CJDT-1.1.3.1	Select IV&V Vendor	1 day	0%	Mon 10/5/20	Mon 10/5/20
9	**CJDT-1.1.2**	**Approve FDLE's Project Management Plan**	**25 days**	**0%**	**Mon 9/14/20**	**Fri 10/16/20**
14	CJDT-1.1.2.5	MILESTONE - FDLE's Project Management Plan - Completed	0 days	0%	Fri 10/16/20	Fri 10/16/20
13	CJDT-1.1.2.4	Approve FDLE's Project Management Plan	3 days	0%	Wed 10/14/20	Fri 10/16/20
12	CJDT-1.1.2.3	Update FDLE's Project Management Plan	1 day	0%	Tue 9/22/20	Tue 9/22/20
11	CJDT-1.1.2.2	Review FDLE's Project Management Plan	3 days	0%	Thu 9/17/20	Mon 9/21/20
10	CJDT-1.1.2.1	Verify FDLE's Project Management Plan	5 days	0%	Thu 9/10/20	Wed 9/16/20
3	**CJDT-1.1.1**	**Create FDLE CJDT Schedule**	**93 days**	**29%**	**Mon 6/1/20**	**Fri 10/9/20**
8	CJDT-1.1.1.5	MILESTONE - FDLE CJDT Schedule - Completed	0 days	0%	Fri 10/9/20	Fri 10/9/20
7	CJDT-1.1.1.4	Baseline Schedules	6 days	0%	Fri 10/2/20	Fri 10/9/20
6	CJDT-1.1.1.3	Update Schedule	1 day	0%	Mon 9/21/20	Mon 9/21/20
5	CJDT-1.1.1.2	Review Schedule	5 days	0%	Mon 9/14/20	Fri 9/18/20
4	CJDT-1.1.1.1	Create Schedule	5 days	100%	Mon 6/1/20	Fri 6/5/20
2	**1.1**	**CJDT Schedule**	**606 days**	**52%**	**Fri 2/14/20**	**Thu 6/30/22**
1028	10	Project End	0 days	0%	Thu 6/30/22	Thu 6/30/22

ID	WBS	Task Name	Duration	% Complete	Start	Finish
876	**9**	**Post Implementation support (CJDT)**	**462 days**	**0%**	**Thu 9/3/20**	**Thu 6/30/22**
1004	**9.7**	**Enhancement and Defect resolution 6**	**67 days**	**0%**	**Tue 3/29/22**	**Thu 6/30/22**
1023	**9.7.4**	**Deployment in Production**	**16 days**	**0%**	**Thu 6/9/22**	**Thu 6/30/22**
1027	9.7.4.4	Deployment in production.	1 day	0%	Thu 6/30/22	Thu 6/30/22
1026	9.7.4.3	Approval	5 days	0%	Thu 6/23/22	Wed 6/29/22
1025	9.7.4.2	Review	5 days	0%	Thu 6/16/22	Wed 6/22/22
1024	9.7.4.1	Implementation plan	5 days	0%	Thu 6/9/22	Wed 6/15/22
1019	**9.7.3**	**Deployment of Code to Test Environment / Conduct Integration Testing**	**6 days**	**0%**	**Wed 6/1/22**	**Wed 6/8/22**
1022	9.7.3.3	Updating JIRA	1 day	0%	Wed 6/8/22	Wed 6/8/22
1021	9.7.3.2	Conduct integration testing	4 days	0%	Thu 6/2/22	Tue 6/7/22
1020	9.7.3.1	Deploy Code in Test Environment	1 day	0%	Wed 6/1/22	Wed 6/1/22
1011	**9.7.2**	**Code Development**	**34 days**	**0%**	**Wed 4/13/22**	**Tue 5/31/22**
1018	9.7.2.7	Create test data	2 days	0%	Fri 5/27/22	Tue 5/31/22
1017	9.7.2.6	Review test case	3 days	0%	Tue 5/24/22	Thu 5/26/22
1016	9.7.2.5	Create / update Test case	4 days	0%	Wed 5/18/22	Mon 5/23/22
1015	9.7.2.4	Integration & Regression Testing by GCOM	5 days	0%	Wed 5/11/22	Tue 5/17/22
1014	9.7.2.3	Unit Testing	4 days	0%	Thu 5/5/22	Tue 5/10/22

ID	WBS	Task Name	Duration	% Complete	Start	Finish
1013	9.7.2.2	Deployment in DEV	8 days	0%	Mon 4/25/22	Wed 5/4/22
1012	9.7.2.1	Code creation	8 days	0%	Wed 4/13/22	Fri 4/22/22
1005	**9.7.1**	**Requirement Gathering for enhancement**	**11 days**	**0%**	**Tue 3/29/22**	**Tue 4/12/22**
1010	9.7.1.5	Approve Use case	3 days	0%	Fri 4/8/22	Tue 4/12/22
1009	9.7.1.4	Update use case	1 day	0%	Thu 4/7/22	Thu 4/7/22
1008	9.7.1.3	Review use case	2 days	0%	Tue 4/5/22	Wed 4/6/22
1007	9.7.1.2	Create / update use case	2 days	0%	Fri 4/1/22	Mon 4/4/22
1006	9.7.1.1	Requirement sessions with business	3 days	0%	Tue 3/29/22	Thu 3/31/22
980	**9.6**	**Enhancement and Defect resolution 5**	**71 days**	**0%**	**Wed 12/15/21**	**Mon 3/28/22**
999	**9.6.3**	**Deployment in Production**	**16 days**	**0%**	**Mon 3/7/22**	**Mon 3/28/22**
1003	9.6.3.4	Deployment in production.	1 day	0%	Mon 3/28/22	Mon 3/28/22
1002	9.6.3.3	Approval	5 days	0%	Mon 3/21/22	Fri 3/25/22
1001	9.6.3.2	Review	5 days	0%	Mon 3/14/22	Fri 3/18/22
1000	9.6.3.1	Implementation plan	5 days	0%	Mon 3/7/22	Fri 3/11/22
987	**9.6.2**	**Code Development**	**44 days**	**0%**	**Mon 1/3/22**	**Fri 3/4/22**
998	9.6.2.10	Updating JIRA	1 day	0%	Fri 3/4/22	Fri 3/4/22
997	9.6.2.9	Conduct integration testing	4 days	0%	Mon 2/28/22	Thu 3/3/22

ID	WBS	Task Name	Duration	% Complete	Start	Finish
995	**9.6.2.8**	**Deployment of Code to Test Environment / Conduct Integration Testing**	**1 day**	**0%**	**Fri 2/25/22**	**Fri 2/25/22**
996	9.6.2.8.1	Deploy Code in Test Environment	1 day	0%	Fri 2/25/22	Fri 2/25/22
994	9.6.2.7	Create test data	2 days	0%	Wed 2/23/22	Thu 2/24/22
993	9.6.2.6	Review test case	2 days	0%	Fri 2/18/22	Tue 2/22/22
992	9.6.2.5	Create / update Test case	4 days	0%	Mon 2/14/22	Thu 2/17/22
991	9.6.2.4	Integration & Regression Testing by GCOM	10 days	0%	Mon 1/31/22	Fri 2/11/22
990	9.6.2.3	Unit Testing	4 days	0%	Tue 1/25/22	Fri 1/28/22
989	9.6.2.2	Deployment in DEV	5 days	0%	Tue 1/18/22	Mon 1/24/22
988	9.6.2.1	Code creation	10 days	0%	Mon 1/3/22	Fri 1/14/22
981	**9.6.1**	**Requirement Gathering for enhancement**	**11 days**	**0%**	**Wed 12/15/21**	**Thu 12/30/21**
986	9.6.1.5	Approve Use case	3 days	0%	Tue 12/28/21	Thu 12/30/21
985	9.6.1.4	Update use case	1 day	0%	Mon 12/27/21	Mon 12/27/21
984	9.6.1.3	Review use case	2 days	0%	Wed 12/22/21	Thu 12/23/21
983	9.6.1.2	Create / update use case	2 days	0%	Mon 12/20/21	Tue 12/21/21
982	9.6.1.1	Requirement sessions with business	3 days	0%	Wed 12/15/21	Fri 12/17/21
956	**9.5**	**Enhancement and Defect resolution 4**	**72 days**	**0%**	**Wed 9/1/21**	**Tue 12/14/21**
975	**9.5.4**	**Deployment in Production**	**14 days**	**0%**	**Wed 11/24/21**	**Tue 12/14/21**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
979	9.5.4.4	Deployment in production.	1 day	0%	Tue 12/14/21	Tue 12/14/21
978	9.5.4.3	Approval	4 days	0%	Wed 12/8/21	Mon 12/13/21
977	9.5.4.2	Review	4 days	0%	Thu 12/2/21	Tue 12/7/21
976	9.5.4.1	Implementation plan	5 days	0%	Wed 11/24/21	Wed 12/1/21
971	**9.5.3**	**Deployment of Code to Test Environment / Conduct Integration Testing**	**6 days**	**0%**	**Tue 11/16/21**	**Tue 11/23/21**
974	9.5.3.3	Updating JIRA	1 day	0%	Tue 11/23/21	Tue 11/23/21
973	9.5.3.2	Conduct integration testing	4 days	0%	Wed 11/17/21	Mon 11/22/21
972	9.5.3.1	Deploy Code in Test Environment	1 day	0%	Tue 11/16/21	Tue 11/16/21
963	**9.5.2**	**Code Development**	**38 days**	**0%**	**Wed 9/22/21**	**Mon 11/15/21**
970	9.5.2.7	Create test data	2 days	0%	Fri 11/12/21	Mon 11/15/21
969	9.5.2.6	Review test case	3 days	0%	Mon 11/8/21	Wed 11/10/21
968	9.5.2.5	Create / update Test case	3 days	0%	Wed 11/3/21	Fri 11/5/21
967	9.5.2.4	Integration & Regression Testing by GCOM	10 days	0%	Wed 10/20/21	Tue 11/2/21
966	9.5.2.3	Unit Testing	4 days	0%	Thu 10/14/21	Tue 10/19/21
965	9.5.2.2	Deployment in DEV	5 days	0%	Wed 10/6/21	Wed 10/13/21
964	9.5.2.1	Code creation	10 days	0%	Wed 9/22/21	Tue 10/5/21
957	**9.5.1**	**Requirement Gathering for enhancement**	**14 days**	**0%**	**Wed 9/1/21**	**Tue 9/21/21**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
962	9.5.1.5	Approve Use case	3 days	0%	Fri 9/17/21	Tue 9/21/21
961	9.5.1.4	Update use case	1 day	0%	Thu 9/16/21	Thu 9/16/21
960	9.5.1.3	Review use case	2 days	0%	Tue 9/14/21	Wed 9/15/21
959	9.5.1.2	Create / update use case	5 days	0%	Tue 9/7/21	Mon 9/13/21
958	9.5.1.1	Requirement sessions with business	3 days	0%	Wed 9/1/21	Fri 9/3/21
932	**9.4**	**Enhancement and Defect resolution 3**	**67 days**	**0%**	**Thu 5/27/21**	**Tue 8/31/21**
951	**9.4.4**	**Deployment in Production**	**12 days**	**0%**	**Mon 8/16/21**	**Tue 8/31/21**
955	9.4.4.4	Deployment in production.	1 day	0%	Tue 8/31/21	Tue 8/31/21
954	9.4.4.3	Approval	4 days	0%	Wed 8/25/21	Mon 8/30/21
953	9.4.4.2	Review	4 days	0%	Thu 8/19/21	Tue 8/24/21
952	9.4.4.1	Implementation plan	3 days	0%	Mon 8/16/21	Wed 8/18/21
947	**9.4.3**	**Deployment of Code to Test Environment / Conduct Integration Testing**	**5 days**	**0%**	**Mon 8/9/21**	**Fri 8/13/21**
950	9.4.3.3	Updating JIRA	1 day	0%	Fri 8/13/21	Fri 8/13/21
949	9.4.3.2	Conduct integration testing	3 days	0%	Tue 8/10/21	Thu 8/12/21
948	9.4.3.1	Deploy Code in Test Environment	1 day	0%	Mon 8/9/21	Mon 8/9/21
939	**9.4.2**	**Code Development**	**37 days**	**0%**	**Wed 6/16/21**	**Fri 8/6/21**
946	9.4.2.7	Create test data	2 days	0%	Thu 8/5/21	Fri 8/6/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
945	9.4.2.6	Review test case	3 days	0%	Mon 8/2/21	Wed 8/4/21
944	9.4.2.5	Create / update Test case	3 days	0%	Wed 7/28/21	Fri 7/30/21
943	9.4.2.4	Integration & Regression Testing by GCOM	10 days	0%	Wed 7/14/21	Tue 7/27/21
942	9.4.2.3	Unit Testing	4 days	0%	Thu 7/8/21	Tue 7/13/21
941	9.4.2.2	Deployment in DEV	5 days	0%	Wed 6/30/21	Wed 7/7/21
940	9.4.2.1	Code creation	10 days	0%	Wed 6/16/21	Tue 6/29/21
933	**9.4.1**	**Requirement Gathering for enhancement**	**13 days**	**0%**	**Thu 5/27/21**	**Tue 6/15/21**
938	9.4.1.5	Approve Use case	2 days	0%	Mon 6/14/21	Tue 6/15/21
937	9.4.1.4	Update use case	1 day	0%	Fri 6/11/21	Fri 6/11/21
936	9.4.1.3	Review use case	2 days	0%	Wed 6/9/21	Thu 6/10/21
935	9.4.1.2	Create / update use case	5 days	0%	Wed 6/2/21	Tue 6/8/21
934	9.4.1.1	Requirement sessions with business	3 days	0%	Thu 5/27/21	Tue 6/1/21
908	**9.3**	**Enhancement and Defect resolution 2**	**68 days**	**0%**	**Mon 2/22/21**	**Wed 5/26/21**
927	**9.3.4**	**Deployment in Production**	**14 days**	**0%**	**Fri 5/7/21**	**Wed 5/26/21**
931	9.3.4.4	Deployment in production.	1 day	0%	Wed 5/26/21	Wed 5/26/21
930	9.3.4.3	Approval	4 days	0%	Thu 5/20/21	Tue 5/25/21
929	9.3.4.2	Review	4 days	0%	Fri 5/14/21	Wed 5/19/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
928	9.3.4.1	Implementation plan	5 days	0%	Fri 5/7/21	Thu 5/13/21
923	**9.3.3**	**Deployment of Code to Test Environment / Conduct Integration Testing**	**6 days**	**0%**	**Thu 4/29/21**	**Thu 5/6/21**
926	9.3.3.3	Updating JIRA	1 day	0%	Thu 5/6/21	Thu 5/6/21
925	9.3.3.2	Conduct integration testing	4 days	0%	Fri 4/30/21	Wed 5/5/21
924	9.3.3.1	Deploy Code in Test Environment	1 day	0%	Thu 4/29/21	Thu 4/29/21
915	**9.3.2**	**Code Development**	**34 days**	**0%**	**Fri 3/12/21**	**Wed 4/28/21**
922	9.3.2.7	Create test data	2 days	0%	Tue 4/27/21	Wed 4/28/21
921	9.3.2.6	Review test case	4 days	0%	Wed 4/21/21	Mon 4/26/21
920	9.3.2.5	Create / update Test case	5 days	0%	Wed 4/14/21	Tue 4/20/21
919	9.3.2.4	Integration & Regression Testing by GCOM	4 days	0%	Thu 4/8/21	Tue 4/13/21
918	9.3.2.3	Unit Testing	4 days	0%	Fri 4/2/21	Wed 4/7/21
917	9.3.2.2	Deployment in DEV	5 days	0%	Fri 3/26/21	Thu 4/1/21
916	9.3.2.1	Code creation	10 days	0%	Fri 3/12/21	Thu 3/25/21
909	**9.3.1**	**Requirement Gathering for enhancement**	**14 days**	**0%**	**Mon 2/22/21**	**Thu 3/11/21**
914	9.3.1.5	Approve Use case	3 days	0%	Tue 3/9/21	Thu 3/11/21
913	9.3.1.4	Update use case	1 day	0%	Mon 3/8/21	Mon 3/8/21
912	9.3.1.3	Review use case	2 days	0%	Thu 3/4/21	Fri 3/5/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
911	9.3.1.2	Create / update use case	5 days	0%	Thu 2/25/21	Wed 3/3/21
910	9.3.1.1	Requirement sessions with business	3 days	0%	Mon 2/22/21	Wed 2/24/21
884	**9.2**	**Enhancement and Defect resolution 1**	**70 days**	**0%**	**Mon 11/9/20**	**Fri 2/19/21**
903	**9.2.4**	**Deployment in Production**	**14 days**	**0%**	**Tue 2/2/21**	**Fri 2/19/21**
907	9.2.4.4	Deployment in production	1 day	0%	Fri 2/19/21	Fri 2/19/21
906	9.2.4.3	Approval	4 days	0%	Mon 2/15/21	Thu 2/18/21
905	9.2.4.2	Review	4 days	0%	Tue 2/9/21	Fri 2/12/21
904	9.2.4.1	Implementation plan	5 days	0%	Tue 2/2/21	Mon 2/8/21
899	**9.2.3**	**Deployment of Code to Test Environment / Conduct Integration Testing**	**5 days**	**0%**	**Tue 1/26/21**	**Mon 2/1/21**
902	9.2.3.3	Updating JIRA	1 day	0%	Mon 2/1/21	Mon 2/1/21
901	9.2.3.2	Conduct integration testing	3 days	0%	Wed 1/27/21	Fri 1/29/21
900	9.2.3.1	Deploy Code in Test Environment	1 day	0%	Tue 1/26/21	Tue 1/26/21
891	**9.2.2**	**Code Development**	**36 days**	**0%**	**Wed 12/2/20**	**Mon 1/25/21**
898	9.2.2.7	Create test data	2 days	0%	Fri 1/22/21	Mon 1/25/21
897	9.2.2.6	Review test case	2 days	0%	Wed 1/20/21	Thu 1/21/21
896	9.2.2.5	Create / update Test case	3 days	0%	Thu 1/14/21	Tue 1/19/21
895	9.2.2.4	Integration & Regression Testing by GCOM	10 days	0%	Wed 12/30/20	Wed 1/13/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
894	9.2.2.3	Unit Testing	4 days	0%	Wed 12/23/20	Tue 12/29/20
893	9.2.2.2	Deployment in DEV	5 days	0%	Wed 12/16/20	Tue 12/22/20
892	9.2.2.1	Code creation	10 days	0%	Wed 12/2/20	Tue 12/15/20
885	**9.2.1**	**Requirement Gathering for enhancement**	**15 days**	**0%**	**Mon 11/9/20**	**Tue 12/1/20**
890	9.2.1.5	Approve Use case	3 days	0%	Wed 11/25/20	Tue 12/1/20
889	9.2.1.4	Update use case	1 day	0%	Tue 11/24/20	Tue 11/24/20
888	9.2.1.3	Review use case	2 days	0%	Fri 11/20/20	Mon 11/23/20
887	9.2.1.2	Create / update use case	5 days	0%	Fri 11/13/20	Thu 11/19/20
886	9.2.1.1	Requirement sessions with business	3 days	0%	Mon 11/9/20	Thu 11/12/20
877	**9.1**	**FDLE Continues onboarding agencies**	**122 days**	**0%**	**Thu 9/3/20**	**Fri 2/26/21**
883	9.1.6	FDLE Continues onboarding agencies 6	5 days	0%	Mon 2/22/21	Fri 2/26/21
882	9.1.5	FDLE Continues onboarding agencies 5	10 days	0%	Fri 10/30/20	Fri 11/13/20
881	9.1.4	FDLE Continues onboarding agencies 4	10 days	0%	Fri 10/16/20	Thu 10/29/20
880	9.1.3	FDLE Continues onboarding agencies 3	10 days	0%	Fri 10/2/20	Thu 10/15/20
879	9.1.2	FDLE Continues onboarding agencies 2	10 days	0%	Fri 9/18/20	Thu 10/1/20
878	9.1.1	FDLE Continues onboarding agencies 1	10 days	0%	Thu 9/3/20	Thu 9/17/20
860	**8**	**Disaster Recovery (DR) Exercise (CJDT)**	**52 days**	**0%**	**Thu 3/4/21**	**Fri 5/14/21**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
875	8.15	FDLE Approves Disaster Recovery (DR) Exercise - NIEM XML, Intake Validation, Statute Maintenance	0 days	0%	Fri 5/14/21	Fri 5/14/21
874	8.14	Validate Data and Systems Operations	4 days	0%	Tue 5/11/21	Fri 5/14/21
873	8.13	Perform Cutover to Prime Operating Site	1 day	0%	Mon 5/10/21	Mon 5/10/21
872	8.12	Ensure System backup's are complete	3 days	0%	Wed 5/5/21	Fri 5/7/21
871	8.11	Operate at DR Location	3 days	0%	Fri 4/30/21	Tue 5/4/21
870	8.10	Validate Connectivity to all systems	3 days	0%	Tue 4/27/21	Thu 4/29/21
869	8.9	Evaluate System Performance	5 days	0%	Tue 4/20/21	Mon 4/26/21
868	8.8	Evaluate Data Quality	5 days	0%	Tue 4/13/21	Mon 4/19/21
867	8.7	Perform Cutover to DR Site	1 day	0%	Mon 4/12/21	Mon 4/12/21
866	8.6	Ensure System backup's are complete	6 days	0%	Fri 4/2/21	Fri 4/9/21
865	8.5	Notify Business Units of Planned DR Exercise	3 days	0%	Tue 3/30/21	Thu 4/1/21
864	8.4	Prepare DR Messaging to Business Units	5 days	0%	Tue 3/23/21	Mon 3/29/21
863	8.3	Installed and Configured Products - DR	3 days	0%	Thu 3/18/21	Mon 3/22/21
862	8.2	Setup Environment - DR	10 days	0%	Thu 3/4/21	Wed 3/17/21
861	8.1	FDL ITS DR environment ready	0 days	0%	Thu 3/4/21	Thu 3/4/21
850	**7**	**Operations Acceptance Test - Start (CJDT)**	**62 days**	**0%**	**Mon 1/4/21**	**Wed 3/31/21**
859	7.9	FDLE Approval of Operational Acceptance Test	1 day	0%	Wed 3/31/21	Wed 3/31/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
858	7.8	Operations Acceptance Test - End	1 day	0%	Tue 3/30/21	Tue 3/30/21
857	7.7	Operations Acceptance Test - Week 11	10 days	0%	Tue 3/16/21	Mon 3/29/21
856	7.6	Operations Acceptance Test - Week 9-10	10 days	0%	Tue 3/2/21	Mon 3/15/21
855	7.5	Operations Acceptance Test - Week 7-8	10 days	0%	Tue 2/16/21	Mon 3/1/21
854	7.4	Operations Acceptance Test - Week 5-6	10 days	0%	Tue 2/2/21	Mon 2/15/21
853	7.3	Operations Acceptance Test - Week 3-4	10 days	0%	Tue 1/19/21	Mon 2/1/21
852	7.2	Operations Acceptance Test - Week 1-2	10 days	0%	Mon 1/4/21	Fri 1/15/21
851	7.1	CJDT OAT Starts	0 days	0%	Mon 1/4/21	Mon 1/4/21
841	**6**	**Operation Acceptance Test - Start (Custody Batch Processes)**	**60 days**	**0%**	**Tue 11/2/21**	**Mon 1/31/22**
849	6.8	FDLE approves Operational Acceptance Test	1 day	0%	Mon 1/31/22	Mon 1/31/22
848	6.7	Operation Acceptance Test - End	1 day	0%	Fri 1/28/22	Fri 1/28/22
847	6.6	Operation Acceptance Test Week 11	7 days	0%	Wed 1/19/22	Thu 1/27/22
846	6.5	Operation Acceptance Test Week 9-10	10 days	0%	Tue 1/4/22	Tue 1/18/22
845	6.4	Operation Acceptance Test Week 7-8	10 days	0%	Fri 12/17/21	Mon 1/3/22
844	6.3	Operation Acceptance Test Week 5-6	10 days	0%	Fri 12/3/21	Thu 12/16/21
843	6.2	Operation Acceptance Test Week 3-4	11 days	0%	Wed 11/17/21	Thu 12/2/21
842	6.1	Operation Acceptance Test Week 1-2	10 days	0%	Tue 11/2/21	Tue 11/16/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
832	**5**	**Operation Acceptance Test - Start (NIEM XML, Intake Validation, Statute Maintenance)**	**63 days**	**0%**	**Mon 11/9/20**	**Wed 2/10/21**
840	5.8	FDLE approves Operational Acceptance Test	1 day	0%	Wed 2/10/21	Wed 2/10/21
839	5.7	Operation Acceptance Test - End	1 day	0%	Tue 2/9/21	Tue 2/9/21
838	5.6	Operation Acceptance Test Week 11	10 days	0%	Tue 1/26/21	Mon 2/8/21
837	5.5	Operation Acceptance Test Week 9-10	10 days	0%	Mon 1/11/21	Mon 1/25/21
836	5.4	Operation Acceptance Test Week 7-8	10 days	0%	Thu 12/24/20	Fri 1/8/21
835	5.3	Operation Acceptance Test Week 5-6	10 days	0%	Thu 12/10/20	Wed 12/23/20
834	5.2	Operation Acceptance Test Week 3-4	11 days	0%	Tue 11/24/20	Wed 12/9/20
833	5.1	Operation Acceptance Test Week 1-2	10 days	0%	Mon 11/9/20	Mon 11/23/20
771	**4**	**Custody Batch Processes**	**86 days**	**0%**	**Thu 7/1/21**	**Mon 11/1/21**
822	**4.7**	**Production Cut Over and Go Live (Implemented Solution - Custody Batch)**	**26 days**	**0%**	**Mon 9/27/21**	**Mon 11/1/21**
831	4.7.9	Custody Go Live	0 days	0%	Mon 11/1/21	Mon 11/1/21
830	4.7.8	Validate Custody Deployment (Cutover-implementation plan check)	1 day	0%	Mon 11/1/21	Mon 11/1/21
829	4.7.7	Deploy Custody Software (Cutover-implementation plan check)	1 day	0%	Fri 10/29/21	Fri 10/29/21
828	4.7.6	Notification to Stakeholders / Users of Custody Go-Live	1 day	0%	Thu 10/28/21	Thu 10/28/21
827	4.7.5	Tech Transfer to FDLE CCCB for Approval	1 day	0%	Wed 10/27/21	Wed 10/27/21
826	4.7.4	Approve Custody Implementation Plan	3 days	0%	Fri 10/15/21	Tue 10/19/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
825	4.7.3	Update Custody Implementation Plan	3 days	0%	Tue 10/12/21	Thu 10/14/21
824	4.7.2	Review Custody Implementation plan	5 days	0%	Tue 10/5/21	Mon 10/11/21
823	4.7.1	Create Custody Implementation Plan	6 days	0%	Mon 9/27/21	Mon 10/4/21
805	**4.6**	**FAT / UAT Testing (CCH Custody Batch) By FDLE Team**	**39 days**	**0%**	**Wed 9/1/21**	**Tue 10/26/21**
818	**4.6.6**	**Conduct Custody UAT Testing**	**13 days**	**0%**	**Fri 10/8/21**	**Tue 10/26/21**
821	4.6.6.3	FDLE approves all Test results	5 days	0%	Wed 10/20/21	Tue 10/26/21
820	4.6.6.2	Defect Fixes for Custody UAT	3 days	0%	Fri 10/15/21	Tue 10/19/21
819	4.6.6.1	Conduct Custody UAT	5 days	0%	Fri 10/8/21	Thu 10/14/21
815	**4.6.5**	**Conduct Custody FAT Testing**	**8 days**	**0%**	**Tue 9/28/21**	**Thu 10/7/21**
817	4.6.5.2	Defect Fixes for Custody FAT	3 days	0%	Tue 10/5/21	Thu 10/7/21
816	4.6.5.1	Conduct Custody FAT	5 days	0%	Tue 9/28/21	Mon 10/4/21
809	**4.6.4**	**Perform Custody Batch Performance Testing**	**30 days**	**0%**	**Wed 9/1/21**	**Wed 10/13/21**
814	4.6.4.5	Provide FDLE with non-functional test results	1 day	0%	Wed 10/13/21	Wed 10/13/21
813	4.6.4.4	Conduct Performance Testing Week 2	6 days	0%	Tue 10/5/21	Tue 10/12/21
812	4.6.4.3	Conduct Performance Testing Week 1	5 days	0%	Tue 9/28/21	Mon 10/4/21
811	4.6.4.2	Submit Performance Test Plan	1 day	0%	Thu 9/9/21	Thu 9/9/21
810	4.6.4.1	Create Performance Test Plan	5 days	0%	Wed 9/1/21	Wed 9/8/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
808	4.6.3	Deploy Custody code to the Test Environment	1 day	0%	Mon 9/27/21	Mon 9/27/21
807	4.6.2	Submit Deployment Document	1 day	0%	Fri 9/24/21	Fri 9/24/21
806	4.6.1	Prepare Custody Deployment Document	5 days	0%	Fri 9/17/21	Thu 9/23/21
799	**4.5**	**Testing (CCH Custody Batch) by GCOM QA Team**	**24 days**	**0%**	**Wed 8/18/21**	**Tue 9/21/21**
804	4.5.3	Review Custody Test Results	2 days	0%	Mon 9/20/21	Tue 9/21/21
801	**4.5.2**	**Execute Custody Test Cases**	**9 days**	**0%**	**Tue 9/7/21**	**Fri 9/17/21**
803	4.5.2.2	Custody Security Testing	9 days	0%	Tue 9/7/21	Fri 9/17/21
802	4.5.2.1	Custody Integration Testing	9 days	0%	Tue 9/7/21	Fri 9/17/21
800	4.5.1	Create / Update Custody Test cases	10 days	0%	Wed 8/18/21	Tue 8/31/21
795	**4.4**	**Development (CCH Custody Batch)**	**13 days**	**0%**	**Wed 8/18/21**	**Fri 9/3/21**
798	4.4.3	Validate Custody DEV install	1 day	0%	Fri 9/3/21	Fri 9/3/21
797	4.4.2	Deploy Custody Code in FDLE DEV Env	2 days	0%	Wed 9/1/21	Thu 9/2/21
796	4.4.1	Develop / Code & perform Unit Testing for CCH Custody Batch	10 days	0%	Wed 8/18/21	Tue 8/31/21
787	**4.3**	**Solution Test Plan (CCH Custody Batch)**	**30 days**	**0%**	**Thu 8/5/21**	**Thu 9/16/21**
794	4.3.7	FDLE Approves Custody Solution Test Plan	0 days	0%	Thu 9/16/21	Thu 9/16/21
793	4.3.6	Final FDLE Review of Custody Solution Test Plan	5 days	0%	Fri 9/10/21	Thu 9/16/21
792	4.3.5	Update Custody Solution Test Plan	3 days	0%	Tue 9/7/21	Thu 9/9/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
791	4.3.4	Review Custody Solution Test Plan	3 days	0%	Wed 9/1/21	Fri 9/3/21
790	4.3.3	Update Custody Solution Test Plan	4 days	0%	Thu 8/26/21	Tue 8/31/21
789	4.3.2	Review Custody Solution Test Plan	5 days	0%	Thu 8/19/21	Wed 8/25/21
788	4.3.1	Develop Custody Solution Test Plan	10 days	0%	Thu 8/5/21	Wed 8/18/21
780	**4.2**	**Solution Architecture Design Document (CCH Custody Batch)**	**28 days**	**0%**	**Fri 7/9/21**	**Tue 8/17/21**
786	4.2.6	FDLE Approves Custody Architecture Design	0 days	0%	Tue 8/17/21	Tue 8/17/21
785	4.2.5	Review and Approve Solution Architecture Design	5 days	0%	Wed 8/11/21	Tue 8/17/21
784	4.2.4	Update Solution Architecture Design	5 days	0%	Wed 8/4/21	Tue 8/10/21
783	4.2.3	Review Solution Architecture Design	5 days	0%	Wed 7/28/21	Tue 8/3/21
782	4.2.2	Update Solution Architecture Design	8 days	0%	Fri 7/16/21	Tue 7/27/21
781	4.2.1	Understand Requirements for Solution Architecture Design updates	5 days	0%	Fri 7/9/21	Thu 7/15/21
772	**4.1**	**Requirement Validation (CCH Custody)**	**24 days**	**0%**	**Thu 7/1/21**	**Wed 8/4/21**
779	4.1.7	FDLE Approves Statute Requirement Validation	0 days	0%	Wed 8/4/21	Wed 8/4/21
778	4.1.6	Final Review of Statute Requirement Validation	5 days	0%	Thu 7/29/21	Wed 8/4/21
777	4.1.5	Update Custody Requirements Documentation	4 days	0%	Fri 7/23/21	Wed 7/28/21
776	4.1.4	Review Custody Requirements	5 days	0%	Fri 7/16/21	Thu 7/22/21
775	4.1.3	Document Custody Requirements	5 days	0%	Fri 7/9/21	Thu 7/15/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
774	4.1.2	Understand Custody Requirements	5 days	0%	Thu 7/1/21	Thu 7/8/21
773	4.1.1	IEPD version with Dept of Corrections data elements is available	0 days	0%	Thu 7/1/21	Thu 7/1/21
745	**3.15**	**Disaster Recovery (DR) Exercise (NIEM XML, Intake Validation, Statute Maintenance)**	**86 days**	**0%**	**Thu 7/1/21**	**Mon 11/1/21**
758	**3.2**	**CCH DR Exercise**	**21 days**	**0%**	**Mon 10/4/21**	**Mon 11/1/21**
770	3.15.3	FDLE Approves Disaster Recovery (DR) Exercise - NIEM XML, Intake Validation, Statute Maintenance	0 days	0%	Mon 11/1/21	Mon 11/1/21
769	3.15.2	Approve DR Exercise	3 days	0%	Thu 10/28/21	Mon 11/1/21
768	3.15.2	Validate Data and Systems Operations	2 days	0%	Tue 10/26/21	Wed 10/27/21
767	3.2.9	Perform Cutover to Prime Operating Site	1 day	0%	Mon 10/25/21	Mon 10/25/21
766	3.2.8	Ensure System backup's are complete	2 days	0%	Thu 10/21/21	Fri 10/22/21
765	3.15.1	Operate at DR Location	5 days	0%	Thu 10/14/21	Wed 10/20/21
764	3.2.6	Validate Connectivity to all systems	1 day	0%	Wed 10/13/21	Wed 10/13/21
763	3.2.5	Evaluate System Performance	2 days	0%	Fri 10/8/21	Tue 10/12/21
762	3.2.4	Evaluate Data Quality	1 day	0%	Thu 10/7/21	Thu 10/7/21
761	3.2.3	Perform Cutover to DR Site	1 day	0%	Wed 10/6/21	Wed 10/6/21
760	3.2.2	Ensure System backup's are complete	1 day	0%	Tue 10/5/21	Tue 10/5/21
759	3.2.1	Notify Business Units of Planned DR Exercise	1 day	0%	Mon 10/4/21	Mon 10/4/21
746	**3.1**	**CCH Installation Plan (DR)**	**65 days**	**0%**	**Thu 7/1/21**	**Fri 10/1/21**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
757	3.1.11	FDLE Approves Statute Installation Plan (DR)	0 days	0%	Fri 10/1/21	Fri 10/1/21
756	3.1.10	Review and Approve Statute Installation Plan (DR)	5 days	0%	Mon 9/27/21	Fri 10/1/21
755	3.1.9	Update Installation Plan (DR)	6 days	0%	Fri 9/17/21	Fri 9/24/21
754	3.1.8	Review Statute Installation Plan (DR)	6 days	0%	Thu 9/9/21	Thu 9/16/21
753	3.1.7	Update Installation Plan (DR)	6 days	0%	Tue 8/31/21	Wed 9/8/21
752	3.1.6	Review Statute Installation Plan (DR)	6 days	0%	Mon 8/23/21	Mon 8/30/21
751	3.1.5	Develop Installation Plan (DR)	6 days	0%	Fri 8/13/21	Fri 8/20/21
750	3.1.4	Decide final DR exercise details	10 days	0%	Fri 7/30/21	Thu 8/12/21
749	3.1.3	Decide data migration details	10 days	0%	Fri 7/16/21	Thu 7/29/21
748	3.1.2	Plan DR Exercise	10 days	0%	Thu 7/1/21	Thu 7/15/21
747	3.1.1	FDLE ready to start DR Excerciase	0 days	0%	Thu 7/1/21	Thu 7/1/21
567	**2**	**NIEM XML - Intake Validation & Statute Maintenance**	**169 days**	**87%**	**Tue 3/17/20**	**Fri 11/6/20**
723	**2.8**	**Production Cut Over and Go Live (Implemented Solution - NIEM XML - Intake Validation & Statute)**	**56 days**	**24%**	**Fri 8/21/20**	**Fri 11/6/20**
738	**2.8.3**	**Publish Statute and Agency in real time**	**11 days**	**0%**	**Fri 10/23/20**	**Fri 11/6/20**
744	2.8.3.6	Publish Statute and Agency in real time GoLive	0 days	0%	Fri 11/6/20	Fri 11/6/20
743	2.8.3.5	Deploy NIEM XML - Intake Validation Software into PROD	1 day	0%	Fri 11/6/20	Fri 11/6/20
742	2.8.3.4	Notification to Stakeholders / Users of Statute Go-Live	0 days	0%	Thu 11/5/20	Thu 11/5/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
741	2.8.3.3	Tech Transfer to FDLE CCCB for Approval	2 days	0%	Wed 11/4/20	Thu 11/5/20
740	2.8.3.2	Review Implementation Plan	2 days	0%	Tue 10/27/20	Wed 10/28/20
739	2.8.3.1	Create Implementation Plan	2 days	0%	Fri 10/23/20	Mon 10/26/20
731	**2.8.2**	**Intake Validation**	**10 days**	**0%**	**Wed 9/30/20**	**Tue 10/13/20**
737	2.8.2.6	NIEM XML - Intake Validation & Statute Go Live	0 days	0%	Tue 10/13/20	Tue 10/13/20
736	2.8.2.5	Deploy NIEM XML - Intake Validation Software into PROD	1 day	0%	Tue 10/13/20	Tue 10/13/20
735	2.8.2.4	Notification to Stakeholders / Users of Statute Go-Live	0 days	0%	Mon 10/12/20	Mon 10/12/20
734	2.8.2.3	Tech Transfer to FDLE CCCB for Approval	2 days	0%	Fri 10/9/20	Mon 10/12/20
733	2.8.2.2	Review Implementation Plan	3 days	0%	Mon 10/5/20	Wed 10/7/20
732	2.8.2.1	Create Implementation Plan	3 days	0%	Wed 9/30/20	Fri 10/2/20
724	**2.8.1**	**Statute and Agency**	**8 days**	**100%**	**Fri 8/21/20**	**Tue 9/1/20**
730	2.8.1.6	Statute and Agency Go Live	0 days	100%	Tue 9/1/20	Tue 9/1/20
729	2.8.1.5	Deploy Statute Software into PROD	1 day	100%	Tue 9/1/20	Tue 9/1/20
728	2.8.1.4	Notification to Stakeholders / Users of Statute Go-Live	1 day	100%	Tue 9/1/20	Tue 9/1/20
727	2.8.1.3	Tech Transfer to FDLE CCCB for Approval	0 days	100%	Mon 8/31/20	Mon 8/31/20
726	2.8.1.2	Approve Implementation Plan	0 days	100%	Mon 8/31/20	Mon 8/31/20
725	2.8.1.1	Create Implementation Plan	3 days	100%	Fri 8/21/20	Tue 8/25/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
721	**2.7**	**Training (NIEM XML - Intake Validation & Statute)**	**2 days**	**0%**	**Tue 10/6/20**	**Wed 10/7/20**
722	2.7.1	Conduct User Training	2 days	0%	Tue 10/6/20	Wed 10/7/20
679	**2.6**	**FAT / UAT Testing (NIEM XML - Intake Validation & Statute) by FDLE Team**	**57 days**	**30%**	**Sun 8/16/20**	**Tue 11/3/20**
720	2.6.9	FDLE Approves Publish Statute and Agency in real time Test Results	1 day	0%	Tue 11/3/20	Tue 11/3/20
719	2.6.8	FDLE approves Intake Validation and Performance Test Results	1 day	0%	Thu 10/8/20	Thu 10/8/20
718	2.6.7	FDLE Approves Statute and Agency Test Results	1 day	0%	Mon 8/31/20	Mon 8/31/20
706	**2.6.6**	**Conduct UAT Testing**	**52 days**	**27%**	**Fri 8/21/20**	**Mon 11/2/20**
714	**2.6.6.3**	**Publish Statute and Agency in real time**	**7 days**	**0%**	**Fri 10/23/20**	**Mon 11/2/20**
717	2.6.6.3.3	Conduct UAT Cycle 2	1 day	0%	Mon 11/2/20	Mon 11/2/20
716	2.6.6.3.2	Defect Fixes for UAT	2 days	0%	Thu 10/29/20	Fri 10/30/20
715	2.6.6.3.1	Conduct UAT	4 days	0%	Fri 10/23/20	Wed 10/28/20
710	**2.6.6.2**	**Intake Validation**	**12 days**	**0%**	**Fri 9/18/20**	**Mon 10/5/20**
713	2.6.6.2.3	Conduct UAT	4 days	0%	Wed 9/30/20	Mon 10/5/20
712	2.6.6.2.2	Fix defects found in UAT Cycle 2	2 days	0%	Mon 9/28/20	Tue 9/29/20
711	2.6.6.2.1	Conduct UAT Cycle 2	6 days	0%	Fri 9/18/20	Fri 9/25/20
707	**2.6.6.1**	**Statute and Agency**	**4 days**	**100%**	**Fri 8/21/20**	**Wed 8/26/20**
709	2.6.6.1.2	Fix defects found in UAT Cycle 1 (if any)	4 days	100%	Fri 8/21/20	Wed 8/26/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
708	2.6.6.1.1	Conduct UAT Cycle 1	3 days	100%	Fri 8/21/20	Tue 8/25/20
696	**2.6.5**	**Conduct FAT Testing**	**51 days**	**57%**	**Mon 8/17/20**	**Mon 10/26/20**
703	**2.6.5.3**	**Publish Statute and Agency in real time**	**6 days**	**0%**	**Mon 10/19/20**	**Mon 10/26/20**
705	2.6.5.3.2	Fix defects found in FAT	2 days	0%	Fri 10/23/20	Mon 10/26/20
704	2.6.5.3.1	conduct FAT	4 days	0%	Mon 10/19/20	Thu 10/22/20
700	**2.6.5.2**	**Intake Validation**	**4 days**	**100%**	**Mon 9/14/20**	**Thu 9/17/20**
702	2.6.5.2.2	Fix defects found in FAT	2 days	100%	Wed 9/16/20	Thu 9/17/20
701	2.6.5.2.1	Conduct FAT	2 days	100%	Mon 9/14/20	Tue 9/15/20
697	**2.6.5.1**	**Statute and Agency**	**4 days**	**100%**	**Mon 8/17/20**	**Thu 8/20/20**
699	2.6.5.1.2	Fix defects found in FAT (if any)	2 days	100%	Wed 8/19/20	Thu 8/20/20
698	2.6.5.1.1	Conduct FAT	2 days	100%	Mon 8/17/20	Tue 8/18/20
691	**2.6.4**	**Perform NIEM XML - Intake Validation & Statute Performance TEsting**	**8 days**	**0%**	**Mon 9/28/20**	**Wed 10/7/20**
695	2.6.4.4	Provide FDLE with non-functional test results	1 day	0%	Wed 10/7/20	Wed 10/7/20
694	2.6.4.3	Conduct Performance Testing Week 1	5 days	0%	Wed 9/30/20	Tue 10/6/20
693	2.6.4.2	Review Performance Test Script	1 day	0%	Tue 9/29/20	Tue 9/29/20
692	2.6.4.1	Create Performance Test Script	1 day	0%	Mon 9/28/20	Mon 9/28/20
688	**2.6.3**	**Publish Statute and Agency in real time**	**15 days**	**0%**	**Mon 9/28/20**	**Fri 10/16/20**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
690	2.6.3.2	Deploy Publish Statute and Agency in real time in TEST	1 day	0%	Fri 10/16/20	Fri 10/16/20
689	2.6.3.1	Test of Publish Statute and Agency in real time	9 days	0%	Mon 9/28/20	Thu 10/8/20
684	**2.6.2**	**Intake Validation**	**5 days**	**100%**	**Mon 9/7/20**	**Fri 9/11/20**
687	2.6.2.3	Deploy code to the Test Environment	0 days	100%	Fri 9/11/20	Fri 9/11/20
686	2.6.2.2	Submit Deployment Document	1 day	100%	Wed 9/9/20	Wed 9/9/20
685	2.6.2.1	Prepare Deployment Document	2 days	100%	Mon 9/7/20	Tue 9/8/20
680	**2.6.1**	**Statute and Agency**	**2 days**	**100%**	**Sun 8/16/20**	**Tue 8/18/20**
683	2.6.1.3	Deploy code to the Test Environment	0 days	100%	Sun 8/16/20	Sun 8/16/20
682	2.6.1.2	Submit Deployment Document	1 day	100%	Tue 8/18/20	Tue 8/18/20
681	2.6.1.1	Prepare Deployment Document	1 day	100%	Mon 8/17/20	Mon 8/17/20
665	**2.5**	**Testing (NIEM XML - Intake Validation & Statute) by GCOM QA Team**	**62 days**	**99%**	**Thu 6/18/20**	**Fri 9/11/20**
672	**2.5.3**	**Test Intake Validation**	**54 days**	**99%**	**Tue 6/30/20**	**Fri 9/11/20**
678	2.5.3.6	Retest	2 days	100%	Thu 9/10/20	Fri 9/11/20
677	2.5.3.5	Defect Fixes	1 day	100%	Wed 9/9/20	Wed 9/9/20
676	2.5.3.4	Perform Integration testing with Portal	1 day	100%	Tue 9/8/20	Tue 9/8/20
675	2.5.3.3	Defect Fixes	1 day	100%	Mon 9/7/20	Mon 9/7/20
674	2.5.3.2	Perform Integration testing	1 day	100%	Fri 9/4/20	Fri 9/4/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
673	2.5.3.1	FDLE ITS completes VPN set up for CCH (DEV and TEST)	0 days	100%	Tue 6/30/20	Tue 6/30/20
667	**2.5.2**	**Test Statute and Agency**	**0.8 days**	**100%**	**Fri 8/14/20**	**Sun 8/16/20**
671	2.5.2.4	Retest	1 day	100%	Sun 8/16/20	Sun 8/16/20
670	2.5.2.3	Defect Fixes	1 day	100%	Sat 8/15/20	Sun 8/16/20
669	2.5.2.2	Perform Security Testing	1 day	100%	Fri 8/14/20	Fri 8/14/20
668	2.5.2.1	Perform Integration testing	1 day	100%	Sat 8/15/20	Sat 8/15/20
666	2.5.1	Create / Update Test cases	10 days	100%	Thu 6/18/20	Thu 8/13/20
650	**2.4**	**Development (NIEM XML - Intake Validation & Statute)**	**63 days**	**99%**	**Thu 7/2/20**	**Mon 9/28/20**
664	2.4.10	Deploy Publish Statute and Agency in real time in DEV	1 day	0%	Mon 9/28/20	Mon 9/28/20
663	2.4.9	Publish Statute and Agency in real time	10 days	100%	Mon 9/14/20	Fri 9/25/20
662	2.4.8	Deploy Disposition Code in FDLE DEV Env	0 days	100%	Thu 9/3/20	Thu 9/3/20
661	2.4.7	Deploy Agency and Statute in DEV env	0 days	100%	Fri 8/14/20	Fri 8/14/20
660	2.4.6	EAP 7.2 Live & Stable (2 weeks post go-live)	0 days	100%	Mon 8/10/20	Mon 8/10/20
659	2.4.5	Develop Disposition Intake Dashboard	18.4 days	100%	Mon 8/10/20	Thu 9/3/20
658	2.4.4	FDLE Decision on Intake Dashboard / Error Resolution	0 days	100%	Wed 8/5/20	Wed 8/5/20
657	2.4.3	Update Solution / Coding & Unit testing for Agency Maintenance	2 days	100%	Thu 7/2/20	Tue 8/4/20
656	2.4.2	Kologik Decision on Agency Maintenance	0 days	100%	Fri 7/10/20	Fri 7/10/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
651	**2.4.1**	**Update Solution / Coding & Unit testing for Statute and NIEM XML**	**33 days**	**100%**	**Tue 7/21/20**	**Thu 9/3/20**
655	2.4.1.4	Update Reclassifier in Maintenance UI (Arrest and Judicial)	8 days	100%	Tue 8/4/20	Fri 8/14/20
654	2.4.1.3	Update Statute Maintenance and Unit testing	2 days	100%	Tue 7/21/20	Tue 8/4/20
653	2.4.1.2	Develop solution for intake validation (NIEM XML) and Unit testing	20 days	100%	Tue 7/21/20	Thu 9/3/20
652	2.4.1.1	Develop solution for intake validation (Pipe delimited) and Unit testing	7 days	100%	Thu 7/23/20	Mon 8/3/20
632	**2.3**	**Solution Test Plan (NIEM XML - Intake Validation & Statute)**	**70 days**	**100%**	**Tue 4/14/20**	**Mon 7/20/20**
649	2.3.17	FDLE Approves Solution Test Plan	0 days	100%	Mon 7/20/20	Mon 7/20/20
648	2.3.16	Review and Approve Solution Test Plan	7 days	100%	Fri 7/10/20	Mon 7/20/20
647	2.3.15	Update Solution Test Plan	0 days	100%	Mon 7/13/20	Mon 7/13/20
646	2.3.14	Review Solution Test Plan	1 day	100%	Mon 7/13/20	Mon 7/13/20
645	2.3.13	Update Solution Test Plan	0 days	100%	Fri 7/10/20	Fri 7/10/20
644	2.3.12	Review Solution Test Plan	1 day	100%	Fri 7/10/20	Fri 7/10/20
643	2.3.11	Update Solution Test Plan	1 day	100%	Thu 7/9/20	Thu 7/9/20
642	2.3.10	Review Solution Test Plan	1 day	100%	Wed 7/8/20	Wed 7/8/20
641	2.3.9	Update Solution Test Plan	4 days	100%	Thu 7/2/20	Tue 7/7/20
640	2.3.8	Review Solution Test Plan	5 days	100%	Thu 6/25/20	Wed 7/1/20
639	2.3.7	Update Solution Test Plan	7 days	100%	Tue 6/16/20	Wed 6/24/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
638	2.3.6	Review Solution Test Plan	7 days	100%	Fri 6/5/20	Mon 6/15/20
637	2.3.5	Update Solution Test Plan	6 days	100%	Thu 5/28/20	Thu 6/4/20
636	2.3.4	Review Solution Test Plan	6 days	100%	Tue 5/19/20	Wed 5/27/20
635	2.3.3	Update Solution Test Plan	10 days	100%	Tue 5/5/20	Mon 5/18/20
634	2.3.2	Review Solution Test Plan	10 days	100%	Tue 4/21/20	Mon 5/4/20
633	2.3.1	Develop Solution Test Plan	5 days	100%	Tue 4/14/20	Mon 4/20/20
614	**2.2**	**Solution Architecture Design Document - Update (CCH)**	**76 days**	**100%**	**Tue 4/21/20**	**Tue 8/4/20**
631	2.2.17	FDLE Approves Solution Architecture Design	0 days	100%	Tue 8/4/20	Tue 8/4/20
630	2.2.16	Final Review Solution Architecture Design	3 days	100%	Fri 7/31/20	Tue 8/4/20
629	2.2.15	Update Solution Architecture Design	6 days	100%	Fri 7/24/20	Thu 7/30/20
628	2.2.14	Review Solution Architecture Design	3 days	100%	Tue 7/21/20	Thu 7/23/20
627	2.2.13	Update Solution Architecture Design	1 day	100%	Mon 7/20/20	Mon 7/20/20
626	2.2.12	Review Solution Architecture Design	1 day	100%	Thu 7/16/20	Thu 7/16/20
625	2.2.11	Review and Approve Solution Architecture Design	1 day	100%	Wed 7/8/20	Wed 7/8/20
624	2.2.10	Update Solution Architecture Design	4 days	100%	Thu 7/2/20	Tue 7/7/20
623	2.2.9	Review Solution Architecture Design	5 days	100%	Thu 6/25/20	Wed 7/1/20
622	2.2.8	Update Solution Architecture Design	5 days	100%	Thu 6/18/20	Wed 6/24/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
621	2.2.7	Review Solution Architecture Design	5 days	100%	Thu 6/11/20	Wed 6/17/20
620	2.2.6	Update Solution Architecture Design	4 days	100%	Fri 6/5/20	Wed 6/10/20
619	2.2.5	Review Solution Architecture Design	4 days	100%	Mon 6/1/20	Thu 6/4/20
618	2.2.4	Update Solution Architecture Design	8 days	100%	Wed 5/20/20	Fri 5/29/20
617	2.2.3	Review Solution Architecture Design	9 days	100%	Fri 5/8/20	Wed 5/20/20
616	2.2.2	Update Solution Architecture Design	5 days	100%	Fri 5/1/20	Thu 5/7/20
615	2.2.1	Understand Requirements for Solution Architecture Design updates	8 days	100%	Tue 4/21/20	Thu 4/30/20
568	**2.1**	**Requirement Validation**	**105 days**	**100%**	**Tue 3/17/20**	**Mon 8/10/20**
613	2.1.4	FDLE Approves Requirement Validation for CCH	0 days	100%	Thu 8/6/20	Thu 8/6/20
591	**2.1.3**	**Validate Requirements for CCH NIEM XML-Intake Validation Use Case**	**62 days**	**100%**	**Wed 5/13/20**	**Thu 8/6/20**
612	2.1.3.21	Approve NIEM XML-Intake Validation Use case	1 day	100%	Thu 8/6/20	Thu 8/6/20
611	2.1.3.20	Update NIEM XML-Intake Validation Use case per feedback	2 days	100%	Tue 8/4/20	Wed 8/5/20
610	2.1.3.19	Decision on new elements business rule and transferred case details	0 days	100%	Tue 8/4/20	Tue 8/4/20
609	2.1.3.18	Review NIEM XML-Intake Validation Use case	2 days	100%	Tue 7/28/20	Wed 7/29/20
608	2.1.3.17	Update NIEM XML-Intake Validation Use case per feedback	2 days	100%	Sat 7/25/20	Mon 7/27/20
607	2.1.3.16	Review NIEM XML-Intake Validation Use case	4 days	100%	Tue 7/21/20	Fri 7/24/20
606	2.1.3.15	Update NIEM XML-Intake Validation Use case per feedback	2 days	100%	Fri 7/17/20	Mon 7/20/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
605	2.1.3.14	Review NIEM XML-Intake Validation Use case	0 days	100%	Thu 7/16/20	Thu 7/16/20
604	2.1.3.13	Update NIEM XML-Intake Validation Use case per feedback	1 day	100%	Thu 7/16/20	Thu 7/16/20
603	2.1.3.12	Review NIEM XML-Intake Validation Use case	1 day	100%	Wed 7/15/20	Wed 7/15/20
602	2.1.3.11	Update NIEM XML-Intake Validation Use case per feedback	2 days	100%	Mon 7/13/20	Tue 7/14/20
601	2.1.3.10	Review NIEM XML-Intake Validation Use case	3 days	100%	Wed 7/8/20	Fri 7/10/20
600	2.1.3.9	Update NIEM XML-Intake Validation Use case per feedback	5 days	100%	Wed 7/1/20	Tue 7/7/20
599	2.1.3.8	Review NIEM XML-Intake Validation Use case	2 days	100%	Mon 6/29/20	Tue 6/30/20
598	2.1.3.7	Update NIEM XML-Intake Validation Use case per feedback	2 days	100%	Thu 6/25/20	Fri 6/26/20
597	2.1.3.6	Review NIEM XML-Intake Validation Use case	8 days	100%	Mon 6/15/20	Wed 6/24/20
596	2.1.3.5	Update NIEM XML-Intake Validation Use case per feedback	9 days	100%	Tue 6/2/20	Fri 6/12/20
595	2.1.3.4	Review NIEM XML-Intake Validation Use case	5 days	100%	Tue 5/26/20	Mon 6/1/20
594	2.1.3.3	Update NIEM XML-Intake Validation Use case per feedback	2 days	100%	Thu 5/21/20	Fri 5/22/20
593	2.1.3.2	Review NIEM XML-Intake Validation Use case	1 day	100%	Wed 5/20/20	Wed 5/20/20
592	2.1.3.1	Update NIEM XML-Intake Validation Use case	5 days	100%	Wed 5/13/20	Tue 5/19/20
572	**2.1.2**	**Validate Requirements for Statute**	**85 days**	**100%**	**Tue 4/14/20**	**Mon 8/10/20**
590	2.1.2.18	Approve Statute User Manual	6 days	100%	Mon 8/3/20	Mon 8/10/20
589	2.1.2.17	Update Statute user Manual per feedback	0 days	100%	Fri 7/31/20	Fri 7/31/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
588	2.1.2.16	Agreement on Statute Reclassifier	6 days	100%	Fri 7/31/20	Fri 8/7/20
587	2.1.2.15	Review Statute User Manual	2 days	100%	Mon 7/20/20	Tue 7/21/20
586	2.1.2.14	Update Statute user Manual per feedback	1 day	100%	Fri 7/17/20	Fri 7/17/20
585	2.1.2.13	Review Statute User Manual	1 day	100%	Thu 7/16/20	Fri 7/17/20
584	2.1.2.12	Update Statute user Manual per feedback	2 days	100%	Wed 7/15/20	Thu 7/16/20
583	2.1.2.11	Review Statute User Manual - Continued	8 days	100%	Thu 7/2/20	Tue 7/14/20
582	2.1.2.10	Review Statute User Manual	10 days	100%	Thu 6/18/20	Wed 7/1/20
581	2.1.2.9	Update Statute User Manual per feedback - Continued	1 day	100%	Wed 6/17/20	Wed 6/17/20
580	2.1.2.8	Update Statute User Manual per feedback	10 days	100%	Wed 6/3/20	Tue 6/16/20
579	2.1.2.7	Review Statute User Manual	3 days	100%	Fri 5/29/20	Tue 6/2/20
578	2.1.2.6	Update Statute User Manual per feedback	1 day	100%	Thu 5/28/20	Thu 5/28/20
577	2.1.2.5	Review Statute User Manual	1 day	100%	Wed 5/27/20	Wed 5/27/20
576	2.1.2.4	Update Statute User Manual per feedback	10 days	100%	Wed 5/13/20	Tue 5/26/20
575	2.1.2.3	Review Statute User Manual	8 days	100%	Fri 5/1/20	Tue 5/12/20
574	2.1.2.2	Update Statute User Manual formatting	3 days	100%	Tue 4/28/20	Thu 4/30/20
573	2.1.2.1	Update Statute User Manual	10 days	100%	Tue 4/14/20	Mon 4/27/20
569	**2.1.1**	**Understand Requirements for CCH**	**20 days**	**100%**	**Tue 3/17/20**	**Mon 4/13/20**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
571	2.1.1.2	Continue understanding of Intake Validation Requirements	10 days	100%	Tue 3/31/20	Mon 4/13/20
570	2.1.1.1	Define NIEM XML- Intake Validation Requirements	10 days	100%	Tue 3/17/20	Mon 3/30/20
1	**1**	**Criminal Justice Data Transparency (CJDT)**	**605 days**	**85%**	**Fri 2/14/20**	**Thu 6/30/22**
539	**1.28**	**CJDT FDLE IEPD Reports in Relational Database (other than UoF)**	**50 days**	**23%**	**Mon 8/31/20**	**Fri 11/6/20**
560	**1.28.4**	**Deploy Changes in Production**	**8 days**	**0%**	**Wed 10/28/20**	**Fri 11/6/20**
566	1.28.4.6	CJDT Go Live (Phase II)	0 days	0%	Fri 11/6/20	Fri 11/6/20
565	1.28.4.5	Validate Deployment (Cutover-implementation plan check)	0 days	0%	Fri 11/6/20	Fri 11/6/20
564	1.28.4.4	Deploy Software (Cutover-implementation plan check)	1 day	0%	Fri 11/6/20	Fri 11/6/20
563	1.28.4.3	Tech Transfer to FDLE CCCB for Approval	1 day	0%	Thu 11/5/20	Thu 11/5/20
562	1.28.4.2	Approve Implementation Plan	1 day	0%	Fri 10/30/20	Fri 10/30/20
561	1.28.4.1	Create Implementation Plan	2 days	0%	Wed 10/28/20	Thu 10/29/20
556	**1.28.3**	**Perform Solution / Performance Testing**	**11 days**	**0%**	**Mon 10/19/20**	**Mon 11/2/20**
559	1.28.3.3	Provide FDLE with non-functional test results	1 day	0%	Mon 11/2/20	Mon 11/2/20
558	1.28.3.2	Conduct Solution & Performance Testing	5 days	0%	Mon 10/26/20	Fri 10/30/20
557	1.28.3.1	Prep data for Performance Testing	5 days	0%	Mon 10/19/20	Fri 10/23/20
546	**1.28.2**	**Solution Testing (FAT/UAT) by FDLE Team**	**18 days**	**0%**	**Mon 10/12/20**	**Wed 11/4/20**
555	1.28.2.3	FDLE Reviews and Approves all Test Results	1 day	0%	Wed 11/4/20	Wed 11/4/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
551	**1.28.2.2**	**UAT**	**12 days**	**0%**	**Mon 10/19/20**	**Tue 11/3/20**
554	1.28.2.2.3	UAT round 2	1 day	0%	Tue 11/3/20	Tue 11/3/20
553	1.28.2.2.2	Defect Fixes for UAT	2 days	0%	Fri 10/30/20	Mon 11/2/20
552	1.28.2.2.1	UAT round 1	9 days	0%	Mon 10/19/20	Thu 10/29/20
547	**1.28.2.1**	**FAT Testing by FDLE QA**	**12 days**	**0%**	**Mon 10/12/20**	**Tue 10/27/20**
550	1.28.2.1.3	FAT defects re-test	5 days	0%	Wed 10/21/20	Tue 10/27/20
549	1.28.2.1.2	Defect fixes for FAT	6 days	0%	Tue 10/13/20	Tue 10/20/20
548	1.28.2.1.1	FAT round 1	5 days	0%	Mon 10/12/20	Fri 10/16/20
540	**1.28.1**	**Development**	**30 days**	**49%**	**Mon 8/31/20**	**Fri 10/9/20**
545	1.28.1.5	Deploy to TEST environment	1 day	0%	Fri 10/9/20	Fri 10/9/20
544	1.28.1.4	Perform Integration Testing and GCOM QA	9 days	0%	Mon 9/28/20	Thu 10/8/20
543	1.28.1.3	Continue development of other reports and defect resolution	9 days	0%	Mon 9/28/20	Thu 10/8/20
542	1.28.1.2	Continue development of other reports and defect resolution	10 days	90%	Mon 9/14/20	Fri 9/25/20
541	1.28.1.1	Develop Other reports	10 days	100%	Mon 8/31/20	Fri 9/11/20
530	**1.27**	**Production Cut Over and Go Live (CJDT)**	**36 days**	**100%**	**Wed 7/15/20**	**Wed 9/2/20**
538	1.27.8	CJDT Go Live	0 days	100%	Wed 9/2/20	Wed 9/2/20
537	1.27.7	Validate CJDT Deployment (Cutover-implementation plan check)	2 days	100%	Tue 9/1/20	Wed 9/2/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
536	1.27.6	Deploy CJDT Software (Cutover-implementation plan check)	1 day	100%	Mon 8/31/20	Tue 9/1/20
535	1.27.5	Notification to Stakeholders / Users of CJDT Go-Live	0 days	100%	Mon 8/31/20	Mon 8/31/20
534	1.27.4	Setup, Installed and Configuration - PROD Environment	1 day	100%	Mon 8/31/20	Tue 9/1/20
533	1.27.3	Setup Environment - PROD	10 days	100%	Wed 7/15/20	Tue 8/11/20
532	1.27.2	FDL ITS PROD environment ready	0 days	100%	Wed 7/15/20	Wed 7/15/20
531	1.27.1	Tech Transfer to FDLE CCCB for Approval	0 days	100%	Mon 8/31/20	Mon 8/31/20
524	**1.26**	**System Operations Guide (CJDT)**	**19 days**	**0%**	**Tue 10/13/20**	**Fri 11/6/20**
529	1.26.5	FDLE Approves CJDT Operations Guide	0 days	0%	Fri 11/6/20	Fri 11/6/20
528	1.26.4	Final FDLE Review of CJDT System Operations Guide	2 days	0%	Thu 11/5/20	Fri 11/6/20
527	1.26.3	Update System Operations Guide	2 days	0%	Tue 11/3/20	Wed 11/4/20
526	1.26.2	Preliminary Review by FDLE	5 days	0%	Tue 10/27/20	Mon 11/2/20
525	1.26.1	Develop CJDT System Operations Guide	10 days	0%	Tue 10/13/20	Mon 10/26/20
514	**1.25**	**Maintenance plan (CJDT)**	**30 days**	**100%**	**Mon 5/18/20**	**Fri 6/26/20**
523	1.25.9	FDLE Approves CJDT Maintenance Plan	0 days	100%	Fri 6/26/20	Fri 6/26/20
522	1.25.8	Final FDLE Review of Maintenance Plan	0 days	100%	Fri 6/26/20	Fri 6/26/20
521	1.25.7	Update Maintenance Plan	0 days	100%	Fri 6/26/20	Fri 6/26/20
520	1.25.6	Review Maintenance Plan	2 days	100%	Thu 6/25/20	Fri 6/26/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
519	1.25.5	Update Maintenance Plan	1 day	100%	Wed 6/24/20	Wed 6/24/20
518	1.25.4	Review Maintenance Plan	5 days	100%	Wed 6/17/20	Tue 6/23/20
517	1.25.3	Update Maintenance Plan	6 days	100%	Tue 6/9/20	Tue 6/16/20
516	1.25.2	Preliminary Review by FDLE	6 days	100%	Mon 6/1/20	Mon 6/8/20
515	1.25.1	Develop Maintenance Plan	10 days	100%	Mon 5/18/20	Fri 5/29/20
485	**1.24**	**Training (CJDT)**	**105 days**	**65%**	**Tue 6/9/20**	**Mon 11/2/20**
509	**1.24.3**	**Conduct CJDT Training for FDLE (Train the Trainers - Pilot Agencies)**	**3 days**	**0%**	**Thu 10/29/20**	**Mon 11/2/20**
513	1.24.3.4	FDLE Approves CJDT Training	0 days	0%	Mon 11/2/20	Mon 11/2/20
512	1.24.3.3	FDLE Approves CJDT Training (Trainer the Trainer for Pilot Agencies)	1 day	0%	Mon 11/2/20	Mon 11/2/20
511	1.24.3.2	Conduct User Training - 2	1 day	0%	Fri 10/30/20	Fri 10/30/20
510	1.24.3.1	Conduct User Training - 1	1 day	0%	Thu 10/29/20	Thu 10/29/20
500	**1.24.2**	**Develop CJDT Training Materials**	**28 days**	**0%**	**Mon 9/21/20**	**Wed 10/28/20**
508	1.24.2.8	FDLE Approves CJDT Training Materials	0 days	0%	Wed 10/28/20	Wed 10/28/20
507	1.24.2.7	Update Training Materials	2 days	0%	Tue 10/27/20	Wed 10/28/20
506	1.24.2.6	FDLE Review (continuation)	2 days	0%	Fri 10/23/20	Mon 10/26/20
505	1.24.2.5	FDLE Review	5 days	0%	Fri 10/16/20	Thu 10/22/20
504	1.24.2.4	Update Training Materials	3 days	0%	Tue 10/13/20	Thu 10/15/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
503	1.24.2.3	Review by FDLE	5 days	0%	Mon 10/5/20	Fri 10/9/20
502	1.24.2.2	Develop CJDT Training Materials	10 days	0%	Mon 9/21/20	Fri 10/2/20
501	1.24.2.1	FDLE provides training materials scope	0 days	100%	Mon 9/21/20	Mon 9/21/20
486	**1.24.1**	**Develop CJDT Training Plan**	**59 days**	**100%**	**Tue 6/9/20**	**Mon 8/31/20**
499	1.24.1.13	FDLE Approves CJDT Training Plan	0 days	100%	Mon 8/31/20	Mon 8/31/20
498	1.24.1.12	Review and Approve CJDT Training Plan	1 day	100%	Fri 8/21/20	Fri 8/21/20
497	1.24.1.11	Update Training Plan	5 days	100%	Fri 8/14/20	Thu 8/20/20
496	1.24.1.10	Review Training Plan	10 days	100%	Fri 7/31/20	Thu 8/13/20
495	1.24.1.9	Update Training Plan	3 days	100%	Tue 7/28/20	Thu 7/30/20
494	1.24.1.8	Review Training Plan	2 days	100%	Sat 7/25/20	Mon 7/27/20
493	1.24.1.7	Update Training Plan	1 day	100%	Fri 7/24/20	Fri 7/24/20
492	1.24.1.6	Review Training Plan	4 days	100%	Mon 7/20/20	Thu 7/23/20
491	1.24.1.5	Update Training Plan	4 days	100%	Tue 7/14/20	Fri 7/17/20
490	1.24.1.4	Review Training Plan	4 days	100%	Wed 7/8/20	Mon 7/13/20
489	1.24.1.3	Develop CJDT Training Plan - Continue	1 day	100%	Tue 7/7/20	Tue 7/7/20
488	1.24.1.2	Develop CJDT Training Plan - Continue	10 days	100%	Tue 6/23/20	Mon 7/6/20
487	1.24.1.1	Develop CJDT Training Plan	10 days	100%	Tue 6/9/20	Mon 6/22/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
402	**1.23**	**Install, Customize and Configure (CJDT)**	**130 days**	**99%**	**Tue 3/3/20**	**Mon 8/31/20**
479	**1.23.5**	**CJDT Implementation Plan**	**13 days**	**99%**	**Thu 8/13/20**	**Mon 8/31/20**
484	1.23.5.5	FDLE Approves CJDT Implementation Plan	0 days	0%	Mon 8/31/20	Mon 8/31/20
483	1.23.5.4	Review and Approve CJDT Implementation Plan	3 days	100%	Thu 8/27/20	Mon 8/31/20
482	1.23.5.3	Update Implementation Plan	1 day	100%	Wed 8/26/20	Wed 8/26/20
481	1.23.5.2	Review Implementation Plan	3 days	100%	Fri 8/21/20	Tue 8/25/20
480	1.23.5.1	Develop Implementation Plan (For Production) - CJDT	6 days	100%	Thu 8/13/20	Thu 8/20/20
440	**1.23.4**	**CJDT Testing - TEST Environment by FDLE Team**	**66 days**	**99%**	**Mon 6/1/20**	**Mon 8/31/20**
477	**1.23.4.4**	**CJDT testing approval**	**1 day**	**0%**	**Mon 8/31/20**	**Mon 8/31/20**
478	1.23.4.4.1	FDLE review and approval of CJDT functional test results by GCOM	1 day	0%	Mon 8/31/20	Mon 8/31/20
461	**1.23.4.3**	**Conduct FAT and UAT Testing by FDLE Team**	**24.5 days**	**100%**	**Mon 7/27/20**	**Fri 8/28/20**
470	**1.23.4.3.2**	**Conduct CJDT UAT Testing**	**9.5 days**	**100%**	**Mon 8/17/20**	**Fri 8/28/20**
474	**1.23.4.3.2.2**	**FDLE IEPD Report (UoF & CIB BR)**	**3 days**	**100%**	**Wed 8/26/20**	**Fri 8/28/20**
476	1.23.4.3.2.2.2	Defect Fixes for CJDT UAT	2 days	100%	Thu 8/27/20	Fri 8/28/20
475	1.23.4.3.2.2.1	Conduct CJDT UAT	1 day	100%	Wed 8/26/20	Wed 8/26/20
471	**1.23.4.3.2.1**	**CJADmin reports**	**5 days**	**100%**	**Mon 8/17/20**	**Mon 8/24/20**
473	1.23.4.3.2.1.2	Defect Fixes for CJDT UAT	1 day	100%	Fri 8/21/20	Mon 8/24/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
472	1.23.4.3.2.1.1	Conduct CJDT UAT	4 days	100%	Mon 8/17/20	Fri 8/21/20
462	**1.23.4.3.1**	**Conduct CJDT FAT Testing**	**21.5 days**	**100%**	**Mon 7/27/20**	**Wed 8/26/20**
467	**1.23.4.3.1.2**	**FAT FDLE IEPD (UoF & CIB BR)**	**2 days**	**100%**	**Sun 8/23/20**	**Wed 8/26/20**
469	1.23.4.3.1.2.2	Defect Fixes for CJDT FAT	8 days	100%	Sun 8/23/20	Wed 8/26/20
468	1.23.4.3.1.2.1	Conduct CJDT FAT Testing	1 day	100%	Sun 8/23/20	Sun 8/23/20
463	**1.23.4.3.1.1**	**FAT CJAdmin**	**15 days**	**100%**	**Mon 7/27/20**	**Mon 8/17/20**
466	1.23.4.3.1.1.3	Retest	2 days	100%	Thu 8/13/20	Mon 8/17/20
465	1.23.4.3.1.1.2	Defect Fixes for CJDT FAT	9 days	100%	Fri 7/31/20	Thu 8/13/20
464	1.23.4.3.1.1.1	Conduct CJDT FAT Testing	4 days	100%	Mon 7/27/20	Fri 7/31/20
460	1.23.4.2	Deploy Code in Test Environment	0 days	100%	Mon 7/27/20	Mon 7/27/20
441	**1.23.4.1**	**Setup TEST environment for CJDT**	**63 days**	**100%**	**Mon 6/1/20**	**Wed 8/26/20**
459	1.23.4.1.18	Installed and configured products - TEST	1 day	100%	Thu 7/23/20	Fri 7/24/20
458	1.23.4.1.17	FDLE ITS TEST environment ready	0 days	100%	Thu 6/18/20	Thu 6/18/20
457	1.23.4.1.16	Review and Approve Installation Plan	3 days	100%	Mon 8/24/20	Wed 8/26/20
456	1.23.4.1.15	Update Installation Plan	7 days	100%	Thu 8/13/20	Fri 8/21/20
455	1.23.4.1.14	Review Installation Plan	3 days	100%	Mon 8/10/20	Wed 8/12/20
454	1.23.4.1.13	Update Installation Plan	1 day	100%	Fri 8/7/20	Fri 8/7/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
453	1.23.4.1.12	Review Installation Plan	4 days	100%	Mon 8/3/20	Thu 8/6/20
452	1.23.4.1.11	Update Installation Plan	1 day	100%	Fri 7/31/20	Fri 7/31/20
451	1.23.4.1.10	Review Installation Plan	2 days	100%	Wed 7/29/20	Thu 7/30/20
450	1.23.4.1.9	Update Installation Plan based on FDLE feedback Cycle 3	7 days	100%	Tue 7/21/20	Tue 7/28/20
449	1.23.4.1.8	Review Installation Plan Cycle 3	5 days	100%	Tue 7/14/20	Mon 7/20/20
448	1.23.4.1.7	Update Installation Plan based on FDLE feedback Cycle 2	2 days	100%	Fri 7/10/20	Mon 7/13/20
447	1.23.4.1.6	Review Installation Plan Cycle 2	1 day	100%	Thu 7/9/20	Thu 7/9/20
446	1.23.4.1.5	Update Installation Plan based on FDLE feedback	1 day	100%	Wed 7/8/20	Wed 7/8/20
445	1.23.4.1.4	Review Installation Plan	2 days	100%	Mon 7/6/20	Tue 7/7/20
444	1.23.4.1.3	Develop Installation Plan Cotninuation- CJDT	4 days	100%	Mon 6/29/20	Thu 7/2/20
443	1.23.4.1.2	Develop Installation Plan Cotninuation- CJDT	10 days	100%	Mon 6/15/20	Fri 6/26/20
442	1.23.4.1.1	Develop Installation Plan - CJDT	10 days	100%	Mon 6/1/20	Fri 6/12/20
431	**1.23.3**	**CJDT Testing - DEV Environment by GCOM QA Team**	**32.6 days**	**100%**	**Wed 7/8/20**	**Sun 8/23/20**
439	1.23.3.8	Review Test Results	0 days	100%	Sun 8/23/20	Sun 8/23/20
438	1.23.3.7	Retest by QA	7 days	100%	Thu 8/20/20	Sun 8/23/20
437	1.23.3.6	Fix Defects by DEV Team	0 days	100%	Thu 8/20/20	Thu 8/20/20
436	1.23.3.5	Perform Integration Testing with CJIS Portal	1 day	100%	Thu 8/20/20	Thu 8/20/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
435	1.23.3.4	Ensure CJIS Portal is ready for Integration Testing	0 days	100%	Mon 7/13/20	Mon 7/13/20
434	1.23.3.3	Fix Defects by DEV Team	2 days	100%	Wed 8/12/20	Thu 8/13/20
433	1.23.3.2	Perform Security Testing	7 days	100%	Wed 7/8/20	Fri 7/17/20
432	1.23.3.1	Perform Integration Testing	2 days	100%	Mon 8/10/20	Tue 8/11/20
411	**1.23.2**	**CJDT Development**	**78 days**	**100%**	**Mon 5/4/20**	**Wed 8/19/20**
413	**1.23.2.2**	**Develop Solution**	**52 days**	**100%**	**Tue 6/9/20**	**Wed 8/19/20**
426	**1.23.2.2.9**	**FDLE IEPD Report (UoF in the DataLake)**	**3 days**	**100%**	**Mon 8/10/20**	**Wed 8/12/20**
430	1.23.2.2.9.4	Review Test Results	0 days	100%	Wed 8/12/20	Wed 8/12/20
429	1.23.2.2.9.3	Retest by GCOM QA Team	1 day	100%	Wed 8/12/20	Wed 8/12/20
428	1.23.2.2.9.2	Fix Defects by DEV team	1 day	100%	Tue 8/11/20	Tue 8/11/20
427	1.23.2.2.9.1	Execute Test Cases by GCOM QA Team	1 day	100%	Mon 8/10/20	Mon 8/10/20
421	**1.23.2.2.8**	**CJADmin reports**	**2.25 days**	**100%**	**Thu 7/23/20**	**Mon 7/27/20**
425	1.23.2.2.8.4	Review Test Results	0 days	100%	Mon 7/27/20	Mon 7/27/20
424	1.23.2.2.8.3	Retest by GCOM QA Team	0 days	100%	Mon 7/27/20	Mon 7/27/20
423	1.23.2.2.8.2	Fix Defects by DEV team	0 days	100%	Fri 7/24/20	Fri 7/24/20
422	1.23.2.2.8.1	Execute Test Cases by GCOM QA Team	1 day	100%	Thu 7/23/20	Fri 7/24/20
420	1.23.2.2.7	Create / Update Test cases	1 day	100%	Fri 7/24/20	Mon 7/27/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
419	1.23.2.2.6	Deploy in FDLE DEV Env	1 day	100%	Wed 7/22/20	Thu 7/23/20
418	1.23.2.2.5	Conduct Unit Tests by DEV team	10 days	100%	Tue 7/7/20	Wed 7/22/20
417	1.23.2.2.4	Populate UoF Data into the Relational Database	8 days	100%	Mon 8/10/20	Wed 8/19/20
416	1.23.2.2.3	Continue Populating data from Portal into Relational Database	10 days	100%	Tue 7/7/20	Fri 8/7/20
415	1.23.2.2.2	Populating data from Portal into Relational Database	10 days	100%	Tue 6/23/20	Mon 7/6/20
414	1.23.2.2.1	Creation of Relational Databsae	10 days	100%	Tue 6/9/20	Mon 6/22/20
412	1.23.2.1	Installed and configuration - DEV environment	5 days	100%	Mon 5/4/20	Fri 5/8/20
403	**1.23.1**	**CJDT Customizations Development Plan**	**43 days**	**100%**	**Tue 3/3/20**	**Thu 4/30/20**
410	1.23.1.7	FDLE Approves CJDT Customizations Development Plan	0 days	100%	Thu 4/30/20	Thu 4/30/20
409	1.23.1.6	FDLE Review and Approve Customizations Development Plan	5 days	100%	Fri 4/24/20	Thu 4/30/20
408	1.23.1.5	Update Customizations Development Plan	3 days	100%	Tue 4/21/20	Thu 4/23/20
407	1.23.1.4	Review Customizations Development Plan	5 days	100%	Tue 4/14/20	Mon 4/20/20
406	1.23.1.3	Update Customizations Development Plan	10 days	100%	Tue 3/31/20	Mon 4/13/20
405	1.23.1.2	Review Customizations Development Plan	10 days	100%	Tue 3/17/20	Mon 3/30/20
404	1.23.1.1	Develop Customizations Development Plan	10 days	100%	Tue 3/3/20	Mon 3/16/20
335	**1.22**	**Design (CJDT)**	**170 days**	**88%**	**Tue 3/17/20**	**Mon 11/9/20**
392	**1.22.4**	**Document FDLE System Security Plan for CJDT**	**53 days**	**75%**	**Sat 7/25/20**	**Wed 10/7/20**

ID	WBS	Task Name	Duration	% Complete	Start	Finish
401	1.22.4.9	FDLE Approves CJDT Security Plan	0 days	0%	Wed 10/7/20	Wed 10/7/20
400	1.22.4.8	FDLE Review Security Plan	2 days	0%	Tue 10/6/20	Wed 10/7/20
399	1.22.4.7	Update System Security Plan	2 days	0%	Fri 10/2/20	Mon 10/5/20
398	1.22.4.6	Review System Security Plan	5 days	0%	Fri 9/25/20	Thu 10/1/20
397	1.22.4.5	Update System Security Plan	10 days	100%	Tue 9/1/20	Thu 9/24/20
396	1.22.4.4	Preliminary Review by FDLE	4 days	100%	Wed 8/26/20	Mon 8/31/20
395	1.22.4.3	Update System Security Plan with FDLE's feedback on FIBRS	3 days	100%	Fri 8/21/20	Tue 8/25/20
394	1.22.4.2	Develop System Security Plan	10 days	100%	Sat 7/25/20	Fri 8/7/20
393	1.22.4.1	Receive Feedback on Portal and FIBRS Security Plan	0 days	100%	Fri 8/21/20	Fri 8/21/20
372	**1.22.3**	**Document CJDT Solution Test Plan**	**95 days**	**100%**	**Mon 4/6/20**	**Fri 8/14/20**
391	1.22.3.19	FDLE Approves CJDT Test Plan	0 days	100%	Fri 8/14/20	Fri 8/14/20
390	1.22.3.18	FDLE Review and Approve Solution Test Plan	1 day	100%	Mon 8/10/20	Mon 8/10/20
389	1.22.3.17	Update Solution Test Plan	5 days	100%	Mon 8/3/20	Fri 8/7/20
388	1.22.3.16	Review Solution Test Plan	4 days	100%	Tue 7/28/20	Fri 7/31/20
387	1.22.3.15	Update Solution Test Plan	1 day	100%	Mon 7/27/20	Mon 7/27/20
386	1.22.3.14	Review Solution Test Plan	6 days	100%	Fri 7/17/20	Fri 7/24/20
385	1.22.3.13	Update Solution Test Plan	3 days	100%	Tue 7/14/20	Thu 7/16/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
384	1.22.3.12	Review Solution Test Plan - Continued	2 days	100%	Fri 7/10/20	Mon 7/13/20
383	1.22.3.11	Review Solution Test Plan	10 days	100%	Thu 6/25/20	Thu 7/9/20
382	1.22.3.10	Update Solution Test Plan	3 days	100%	Mon 6/22/20	Wed 6/24/20
381	1.22.3.9	Continue review of Solution Test Plan	3 days	100%	Wed 6/17/20	Fri 6/19/20
380	1.22.3.8	Review Solution Test Plan	10 days	100%	Wed 6/3/20	Tue 6/16/20
379	1.22.3.7	Update Solution Test Plan	7 days	100%	Mon 5/25/20	Tue 6/2/20
378	1.22.3.6	Continue review of Solution Test Plan	7 days	100%	Thu 5/14/20	Fri 5/22/20
377	1.22.3.5	Review Solution Test Plan	10 days	100%	Thu 4/30/20	Wed 5/13/20
376	1.22.3.4	Update Solution Test Plan	3 days	100%	Mon 4/27/20	Wed 4/29/20
375	1.22.3.3	Review Solution Test Plan	4 days	100%	Tue 4/21/20	Fri 4/24/20
374	1.22.3.2	Deliver Solution test plan to FDLE	1 day	100%	Mon 4/20/20	Mon 4/20/20
373	1.22.3.1	Develop Draft Solution Test Plan	10 days	100%	Mon 4/6/20	Fri 4/17/20
361	**1.22.2**	**Develop CJDT Architecture Design**	**110 days**	**64%**	**Tue 6/9/20**	**Mon 11/9/20**
371	1.22.2.10	FDLE Review and Approve SAD Document	10 days	0%	Tue 10/27/20	Mon 11/9/20
370	1.22.2.9	GCOM Update SAD Document	10 days	0%	Tue 10/13/20	Mon 10/26/20
369	1.22.2.8	FDLE Review SAD Document	10 days	0%	Mon 9/28/20	Fri 10/9/20
368	1.22.2.7	GCOM Update SAD Document	10 days	90%	Wed 8/12/20	Fri 9/25/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
367	1.22.2.6	FDLE Review SAD Document	6 days	100%	Tue 8/4/20	Tue 8/11/20
366	1.22.2.5	GCOM deliver SAD document	3 days	100%	Thu 7/30/20	Mon 8/3/20
365	1.22.2.4	GCOM Update SAD Document - Continued	10 days	100%	Thu 7/16/20	Wed 7/29/20
364	1.22.2.3	GCOM Update SAD Document	10 days	100%	Thu 7/2/20	Wed 7/15/20
363	1.22.2.2	GCOM internal Review/QA of SAD Document	10 days	100%	Thu 6/18/20	Wed 7/1/20
362	1.22.2.1	Develop Solution Architecture Design (SAD) Document	7 days	100%	Tue 6/9/20	Wed 6/17/20
336	**1.22.1**	**Requirements Gathering for CJDT**	**103 days**	**100%**	**Tue 3/17/20**	**Thu 8/6/20**
340	**1.22.1.4**	**Document Requirements (Relational Database Design)**	**73 days**	**100%**	**Tue 4/28/20**	**Thu 8/6/20**
360	1.22.1.4.20	FDLE Review and Approve Requirements Document	1 day	100%	Thu 8/6/20	Thu 8/6/20
359	1.22.1.4.19	Update CJDT Relational Database Design Document	2 days	100%	Tue 8/4/20	Wed 8/5/20
358	1.22.1.4.18	Review CJDT Relational Database Design Document	7 days	100%	Fri 7/24/20	Mon 8/3/20
357	1.22.1.4.17	Update CJDT Relational Database Design Document	3 days	100%	Tue 7/21/20	Thu 7/23/20
356	1.22.1.4.16	Review CJDT Relational Database Design Document	2 days	100%	Fri 7/17/20	Mon 7/20/20
355	1.22.1.4.15	Update CJDT Relational Database Design Document	2 days	100%	Wed 7/15/20	Thu 7/16/20
354	1.22.1.4.14	Review CJDT Relational Database Design Document	2 days	100%	Mon 7/13/20	Tue 7/14/20
353	1.22.1.4.13	Update CJDT Relational Database Design Document	4 days	100%	Tue 7/7/20	Fri 7/10/20
352	1.22.1.4.12	Review CJDT Relational Database Design Document	7 days	100%	Thu 6/25/20	Mon 7/6/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
351	1.22.1.4.11	Develop CJDT Relational Database Design Document - Continued	2 days	100%	Tue 6/23/20	Wed 6/24/20
350	1.22.1.4.10	Develop CJDT Relational Database Design Document	10 days	100%	Tue 6/9/20	Mon 6/22/20
349	1.22.1.4.9	Review & Update CJDT Staging DB Structure #9	5 days	100%	Tue 6/23/20	Mon 6/29/20
348	1.22.1.4.8	Review & Update CJDT Staging DB Structure #8	5 days	100%	Tue 6/16/20	Mon 6/22/20
347	1.22.1.4.7	Review & Update CJDT Staging DB Structure #7	5 days	100%	Tue 6/9/20	Mon 6/15/20
346	1.22.1.4.6	Review & Update CJDT Staging DB Structure #6	5 days	100%	Tue 6/2/20	Mon 6/8/20
345	1.22.1.4.5	Review & Update CJDT Staging DB Structure #5	5 days	100%	Tue 5/26/20	Mon 6/1/20
344	1.22.1.4.4	Review & Update CJDT Staging DB Structure #4	5 days	100%	Tue 5/19/20	Mon 5/25/20
343	1.22.1.4.3	Review & Update CJDT Staging DB Structure #3	5 days	100%	Tue 5/12/20	Mon 5/18/20
342	1.22.1.4.2	Review & Update CJDT Staging DB Structure #2	5 days	100%	Tue 5/5/20	Mon 5/11/20
341	1.22.1.4.1	Review CJDT Staging DB Structure #1	5 days	100%	Tue 4/28/20	Mon 5/4/20
339	1.22.1.3	Understand Detail set of requirements with business	10 days	100%	Tue 4/14/20	Mon 4/27/20
338	1.22.1.2	Perform initial internal analysis	10 days	100%	Tue 3/31/20	Mon 4/13/20
337	1.22.1.1	Perform initial requirements understanding	10 days	100%	Tue 3/17/20	Mon 3/30/20
56	**1.21**	**Project Continuous Monitoring and Control**	**591 days**	**0%**	**Thu 3/5/20**	**Thu 6/30/22**
306	**1.21.7**	**Completed Customizations for CJDT**	**573 days**	**0%**	**Thu 3/5/20**	**Mon 6/6/22**
334	1.21.7.28	Completed Customizations for CJDT 28	0 days	0%	Mon 6/6/22	Mon 6/6/22

ID	WBS	Task Name	Duration	% Complete	Start	Finish
333	1.21.7.27	Completed Customizations for CJDT 27	0 days	0%	Thu 5/5/22	Thu 5/5/22
332	1.21.7.26	Completed Customizations for CJDT 26	0 days	0%	Tue 4/5/22	Tue 4/5/22
331	1.21.7.25	Completed Customizations for CJDT 25	0 days	0%	Fri 3/4/22	Fri 3/4/22
330	1.21.7.24	Completed Customizations for CJDT 24	0 days	0%	Fri 2/4/22	Fri 2/4/22
329	1.21.7.23	Completed Customizations for CJDT 23	0 days	0%	Wed 1/5/22	Wed 1/5/22
328	1.21.7.22	Completed Customizations for CJDT 22	0 days	0%	Mon 12/6/21	Mon 12/6/21
327	1.21.7.21	Completed Customizations for CJDT 21	0 days	0%	Fri 11/5/21	Fri 11/5/21
326	1.21.7.20	Completed Customizations for CJDT 20	0 days	0%	Tue 10/5/21	Tue 10/5/21
325	1.21.7.19	Completed Customizations for CJDT 19	0 days	0%	Tue 9/7/21	Tue 9/7/21
324	1.21.7.18	Completed Customizations for CJDT 18	0 days	0%	Thu 8/5/21	Thu 8/5/21
323	1.21.7.17	Completed Customizations for CJDT 17	0 days	0%	Mon 7/5/21	Mon 7/5/21
322	1.21.7.16	Completed Customizations for CJDT 16	0 days	0%	Fri 6/4/21	Fri 6/4/21
321	1.21.7.15	Completed Customizations for CJDT 15	0 days	0%	Wed 5/5/21	Wed 5/5/21
320	1.21.7.14	Completed Customizations for CJDT 14	0 days	0%	Mon 4/5/21	Mon 4/5/21
319	1.21.7.13	Completed Customizations for CJDT 13	0 days	0%	Fri 3/5/21	Fri 3/5/21
318	1.21.7.12	Completed Customizations for CJDT 12	0 days	0%	Fri 2/5/21	Fri 2/5/21
317	1.21.7.11	Completed Customizations for CJDT 11	0 days	0%	Tue 1/5/21	Tue 1/5/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
316	1.21.7.10	Completed Customizations for CJDT 10	0 days	0%	Fri 12/4/20	Fri 12/4/20
315	1.21.7.9	Completed Customizations for CJDT 9	0 days	0%	Thu 11/5/20	Thu 11/5/20
314	1.21.7.8	Completed Customizations for CJDT 8	0 days	0%	Mon 10/5/20	Mon 10/5/20
313	1.21.7.7	Completed Customizations for CJDT 7	0 days	100%	Fri 9/4/20	Fri 9/4/20
312	1.21.7.6	Completed Customizations for CJDT 6	0 days	100%	Wed 8/5/20	Wed 8/5/20
311	1.21.7.5	Completed Customizations for CJDT 5	0 days	100%	Mon 7/6/20	Mon 7/6/20
310	1.21.7.4	Completed Customizations for CJDT 4	0 days	100%	Fri 6/5/20	Fri 6/5/20
309	1.21.7.3	Completed Customizations for CJDT 3	0 days	100%	Tue 5/5/20	Tue 5/5/20
308	1.21.7.2	Completed Customizations for CJDT 2	0 days	100%	Mon 4/6/20	Mon 4/6/20
307	1.21.7.1	Completed Customizations for CJDT 1	0 days	100%	Thu 3/5/20	Thu 3/5/20
277	**1.21.6**	**CJDT Requirement Traceability Matrix Review / Update**	**573 days**	**0%**	**Thu 3/5/20**	**Mon 6/6/22**
305	1.21.6.28	CJDT Requirement Traceability Matrix Review / Update 28	0 days	0%	Mon 6/6/22	Mon 6/6/22
304	1.21.6.27	CJDT Requirement Traceability Matrix Review / Update 27	0 days	0%	Thu 5/5/22	Thu 5/5/22
303	1.21.6.26	CJDT Requirement Traceability Matrix Review / Update 26	0 days	0%	Tue 4/5/22	Tue 4/5/22
302	1.21.6.25	CJDT Requirement Traceability Matrix Review / Update 25	0 days	0%	Fri 3/4/22	Fri 3/4/22
301	1.21.6.24	CJDT Requirement Traceability Matrix Review / Update 24	0 days	0%	Fri 2/4/22	Fri 2/4/22
300	1.21.6.23	CJDT Requirement Traceability Matrix Review / Update 23	0 days	0%	Wed 1/5/22	Wed 1/5/22

ID	WBS	Task Name	Duration	% Complete	Start	Finish
299	1.21.6.22	CJDT Requirement Traceability Matrix Review / Update 22	0 days	0%	Mon 12/6/21	Mon 12/6/21
298	1.21.6.21	CJDT Requirement Traceability Matrix Review / Update 21	0 days	0%	Fri 11/5/21	Fri 11/5/21
297	1.21.6.20	CJDT Requirement Traceability Matrix Review / Update 20	0 days	0%	Tue 10/5/21	Tue 10/5/21
296	1.21.6.19	CJDT Requirement Traceability Matrix Review / Update 19	0 days	0%	Tue 9/7/21	Tue 9/7/21
295	1.21.6.18	CJDT Requirement Traceability Matrix Review / Update 18	0 days	0%	Thu 8/5/21	Thu 8/5/21
294	1.21.6.17	CJDT Requirement Traceability Matrix Review / Update 17	0 days	0%	Mon 7/5/21	Mon 7/5/21
293	1.21.6.16	CJDT Requirement Traceability Matrix Review / Update 16	0 days	0%	Fri 6/4/21	Fri 6/4/21
292	1.21.6.15	CJDT Requirement Traceability Matrix Review / Update 15	0 days	0%	Wed 5/5/21	Wed 5/5/21
291	1.21.6.14	CJDT Requirement Traceability Matrix Review / Update 14	0 days	0%	Mon 4/5/21	Mon 4/5/21
290	1.21.6.13	CJDT Requirement Traceability Matrix Review / Update 13	0 days	0%	Fri 3/5/21	Fri 3/5/21
289	1.21.6.12	CJDT Requirement Traceability Matrix Review / Update 12	0 days	0%	Fri 2/5/21	Fri 2/5/21
288	1.21.6.11	CJDT Requirement Traceability Matrix Review / Update 11	0 days	0%	Tue 1/5/21	Tue 1/5/21
287	1.21.6.10	CJDT Requirement Traceability Matrix Review / Update 10	0 days	0%	Fri 12/4/20	Fri 12/4/20
286	1.21.6.9	CJDT Requirement Traceability Matrix Review / Update 9	0 days	0%	Thu 11/5/20	Thu 11/5/20
285	1.21.6.8	CJDT Requirement Traceability Matrix Review / Update 8	0 days	0%	Mon 10/5/20	Mon 10/5/20
284	1.21.6.7	CJDT Requirement Traceability Matrix Review / Update 7	0 days	100%	Fri 9/4/20	Fri 9/4/20
283	1.21.6.6	CJDT Requirement Traceability Matrix Review / Update 6	0 days	100%	Wed 8/5/20	Wed 8/5/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
282	1.21.6.5	CJDT Requirement Traceability Matrix Review / Update 5	0 days	100%	Mon 7/6/20	Mon 7/6/20
281	1.21.6.4	CJDT Requirement Traceability Matrix Review / Update 4	0 days	100%	Fri 6/5/20	Fri 6/5/20
280	1.21.6.3	CJDT Requirement Traceability Matrix Review / Update 3	0 days	100%	Tue 5/5/20	Tue 5/5/20
279	1.21.6.2	CJDT Requirement Traceability Matrix Review / Update 2	0 days	100%	Mon 4/6/20	Mon 4/6/20
278	1.21.6.1	CJDT Requirement Traceability Matrix Review / Update 1	0 days	100%	Thu 3/5/20	Thu 3/5/20
248	**1.21.5**	**CJDT Requirement Validation Review / Update**	**573 days**	**0%**	**Thu 3/5/20**	**Mon 6/6/22**
276	1.21.5.28	CJDT Requirement Validation Review / Update 28	0 days	0%	Mon 6/6/22	Mon 6/6/22
275	1.21.5.27	CJDT Requirement Validation Review / Update 27	0 days	0%	Thu 5/5/22	Thu 5/5/22
274	1.21.5.26	CJDT Requirement Validation Review / Update 26	0 days	0%	Tue 4/5/22	Tue 4/5/22
273	1.21.5.25	CJDT Requirement Validation Review / Update 25	0 days	0%	Fri 3/4/22	Fri 3/4/22
272	1.21.5.24	CJDT Requirement Validation Review / Update 24	0 days	0%	Fri 2/4/22	Fri 2/4/22
271	1.21.5.23	CJDT Requirement Validation Review / Update 23	0 days	0%	Wed 1/5/22	Wed 1/5/22
270	1.21.5.22	CJDT Requirement Validation Review / Update 22	0 days	0%	Mon 12/6/21	Mon 12/6/21
269	1.21.5.21	CJDT Requirement Validation Review / Update 21	0 days	0%	Fri 11/5/21	Fri 11/5/21
268	1.21.5.20	CJDT Requirement Validation Review / Update 20	0 days	0%	Tue 10/5/21	Tue 10/5/21
267	1.21.5.19	CJDT Requirement Validation Review / Update 19	0 days	0%	Tue 9/7/21	Tue 9/7/21
266	1.21.5.18	CJDT Requirement Validation Review / Update 18	0 days	0%	Thu 8/5/21	Thu 8/5/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
265	1.21.5.17	CJDT Requirement Validation Review / Update 17	0 days	0%	Mon 7/5/21	Mon 7/5/21
264	1.21.5.16	CJDT Requirement Validation Review / Update 16	0 days	0%	Fri 6/4/21	Fri 6/4/21
263	1.21.5.15	CJDT Requirement Validation Review / Update 15	0 days	0%	Wed 5/5/21	Wed 5/5/21
262	1.21.5.14	CJDT Requirement Validation Review / Update 14	0 days	0%	Mon 4/5/21	Mon 4/5/21
261	1.21.5.13	CJDT Requirement Validation Review / Update 13	0 days	0%	Fri 3/5/21	Fri 3/5/21
260	1.21.5.12	CJDT Requirement Validation Review / Update 12	0 days	0%	Fri 2/5/21	Fri 2/5/21
259	1.21.5.11	CJDT Requirement Validation Review / Update 11	0 days	0%	Tue 1/5/21	Tue 1/5/21
258	1.21.5.10	CJDT Requirement Validation Review / Update 10	0 days	0%	Fri 12/4/20	Fri 12/4/20
257	1.21.5.9	CJDT Requirement Validation Review / Update 9	0 days	0%	Thu 11/5/20	Thu 11/5/20
256	1.21.5.8	CJDT Requirement Validation Review / Update 8	0 days	0%	Mon 10/5/20	Mon 10/5/20
255	1.21.5.7	CJDT Requirement Validation Review / Update 7	0 days	100%	Fri 9/4/20	Fri 9/4/20
254	1.21.5.6	CJDT Requirement Validation Review / Update 6	0 days	100%	Wed 8/5/20	Wed 8/5/20
253	1.21.5.5	CJDT Requirement Validation Review / Update 5	0 days	100%	Mon 7/6/20	Mon 7/6/20
252	1.21.5.4	CJDT Requirement Validation Review / Update 4	0 days	100%	Fri 6/5/20	Fri 6/5/20
251	1.21.5.3	CJDT Requirement Validation Review / Update 3	0 days	100%	Tue 5/5/20	Tue 5/5/20
250	1.21.5.2	CJDT Requirement Validation Review / Update 2	0 days	100%	Mon 4/6/20	Mon 4/6/20
249	1.21.5.1	CJDT Requirement Validation Review / Update 1	0 days	100%	Thu 3/5/20	Thu 3/5/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
219	**1.21.4**	**CJDT Solution Architecture Design Review / Update**	**573 days**	**0%**	**Thu 3/5/20**	**Sun 6/5/22**
247	1.21.4.28	CJDT Solution Architecture Design Review / Update 28	0 days	0%	Sun 6/5/22	Sun 6/5/22
246	1.21.4.27	CJDT Solution Architecture Design Review / Update 27	0 days	0%	Thu 5/5/22	Thu 5/5/22
245	1.21.4.26	CJDT Solution Architecture Design Review / Update 26	0 days	0%	Tue 4/5/22	Tue 4/5/22
244	1.21.4.25	CJDT Solution Architecture Design Review / Update 25	0 days	0%	Sat 3/5/22	Sat 3/5/22
243	1.21.4.24	CJDT Solution Architecture Design Review / Update 24	0 days	0%	Sat 2/5/22	Sat 2/5/22
242	1.21.4.23	CJDT Solution Architecture Design Review / Update 23	0 days	0%	Wed 1/5/22	Wed 1/5/22
241	1.21.4.22	CJDT Solution Architecture Design Review / Update 22	0 days	0%	Sun 12/5/21	Sun 12/5/21
240	1.21.4.21	CJDT Solution Architecture Design Review / Update 21	0 days	0%	Fri 11/5/21	Fri 11/5/21
239	1.21.4.20	CJDT Solution Architecture Design Review / Update 20	0 days	0%	Tue 10/5/21	Tue 10/5/21
238	1.21.4.19	CJDT Solution Architecture Design Review / Update 19	0 days	0%	Sun 9/5/21	Sun 9/5/21
237	1.21.4.18	CJDT Solution Architecture Design Review / Update 18	0 days	0%	Thu 8/5/21	Thu 8/5/21
236	1.21.4.17	CJDT Solution Architecture Design Review / Update 17	0 days	0%	Mon 7/5/21	Mon 7/5/21
235	1.21.4.16	CJDT Solution Architecture Design Review / Update 16	0 days	0%	Sat 6/5/21	Sat 6/5/21
234	1.21.4.15	CJDT Solution Architecture Design Review / Update 15	0 days	0%	Wed 5/5/21	Wed 5/5/21
233	1.21.4.14	CJDT Solution Architecture Design Review / Update 14	0 days	0%	Mon 4/5/21	Mon 4/5/21
232	1.21.4.13	CJDT Solution Architecture Design Review / Update 13	0 days	0%	Fri 3/5/21	Fri 3/5/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
231	1.21.4.12	CJDT Solution Architecture Design Review / Update 12	0 days	0%	Fri 2/5/21	Fri 2/5/21
230	1.21.4.11	CJDT Solution Architecture Design Review / Update 11	0 days	0%	Tue 1/5/21	Tue 1/5/21
229	1.21.4.10	CJDT Solution Architecture Design Review / Update 10	0 days	0%	Sat 12/5/20	Sat 12/5/20
228	1.21.4.9	CJDT Solution Architecture Design Review / Update 9	0 days	0%	Thu 11/5/20	Thu 11/5/20
227	1.21.4.8	CJDT Solution Architecture Design Review / Update 8	0 days	0%	Mon 10/5/20	Mon 10/5/20
226	1.21.4.7	CJDT Solution Architecture Design Review / Update 7	0 days	0%	Sat 9/5/20	Sat 9/5/20
225	1.21.4.6	CJDT Solution Architecture Design Review / Update 6	0 days	100%	Wed 8/5/20	Wed 8/5/20
224	1.21.4.5	CJDT Solution Architecture Design Review / Update 5	0 days	100%	Sun 7/5/20	Sun 7/5/20
223	1.21.4.4	CJDT Solution Architecture Design Review / Update 4	0 days	100%	Fri 6/5/20	Fri 6/5/20
222	1.21.4.3	CJDT Solution Architecture Design Review / Update 3	0 days	100%	Tue 5/5/20	Tue 5/5/20
221	1.21.4.2	CJDT Solution Architecture Design Review / Update 2	0 days	100%	Mon 4/6/20	Mon 4/6/20
220	1.21.4.1	CJDT Solution Architecture Design Review / Update 1	0 days	100%	Thu 3/5/20	Thu 3/5/20
209	**1.21.3**	**FDLE CJDT Capacity Plan Quarterly Review**	**509 days**	**0%**	**Tue 5/5/20**	**Thu 5/5/22**
218	1.21.3.9	FDLE CJDT Capacity Plan Quarterly Review 9	0 days	0%	Thu 5/5/22	Thu 5/5/22
217	1.21.3.8	FDLE CJDT Capacity Plan Quarterly Review 8	0 days	0%	Sat 2/5/22	Sat 2/5/22
216	1.21.3.7	FDLE CJDT Capacity Plan Quarterly Review 7	0 days	0%	Fri 11/5/21	Fri 11/5/21
215	1.21.3.6	FDLE CJDT Capacity Plan Quarterly Review 6	0 days	0%	Thu 8/5/21	Thu 8/5/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
214	1.21.3.5	FDLE CJDT Capacity Plan Quarterly Review 5	0 days	0%	Wed 5/5/21	Wed 5/5/21
213	1.21.3.4	FDLE CJDT Capacity Plan Quarterly Review 4	0 days	0%	Fri 2/5/21	Fri 2/5/21
212	1.21.3.3	FDLE CJDT Capacity Plan Quarterly Review 3	0 days	0%	Thu 11/5/20	Thu 11/5/20
211	1.21.3.2	FDLE CJDT Capacity Plan Quarterly Review 2	0 days	100%	Wed 8/26/20	Wed 8/26/20
210	1.21.3.1	FDLE CJDT Capacity Plan Quarterly Review 1	0 days	100%	Tue 5/5/20	Tue 5/5/20
180	**1.21.2**	**Monthly CJDT Project Status Report**	**573 days**	**0%**	**Thu 3/5/20**	**Sun 6/5/22**
208	1.21.2.28	Monthly Project Status Report 28	0 days	0%	Sun 6/5/22	Sun 6/5/22
207	1.21.2.27	Monthly Project Status Report 27	0 days	0%	Thu 5/5/22	Thu 5/5/22
206	1.21.2.26	Monthly Project Status Report 26	0 days	0%	Tue 4/5/22	Tue 4/5/22
205	1.21.2.25	Monthly Project Status Report 25	0 days	0%	Fri 3/4/22	Fri 3/4/22
204	1.21.2.24	Monthly Project Status Report 24	0 days	0%	Fri 2/4/22	Fri 2/4/22
203	1.21.2.23	Monthly Project Status Report 23	0 days	0%	Wed 1/5/22	Wed 1/5/22
202	1.21.2.22	Monthly Project Status Report 22	0 days	0%	Mon 12/6/21	Mon 12/6/21
201	1.21.2.21	Monthly Project Status Report 21	0 days	0%	Fri 11/5/21	Fri 11/5/21
200	1.21.2.20	Monthly Project Status Report 20	0 days	0%	Tue 10/5/21	Tue 10/5/21
199	1.21.2.19	Monthly Project Status Report 19	0 days	0%	Tue 9/7/21	Tue 9/7/21
198	1.21.2.18	Monthly Project Status Report 18	0 days	0%	Thu 8/5/21	Thu 8/5/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
197	1.21.2.17	Monthly Project Status Report 17	0 days	0%	Mon 7/5/21	Mon 7/5/21
196	1.21.2.16	Monthly Project Status Report 16	0 days	0%	Fri 6/4/21	Fri 6/4/21
195	1.21.2.15	Monthly Project Status Report 15	0 days	0%	Wed 5/5/21	Wed 5/5/21
194	1.21.2.14	Monthly Project Status Report 14	0 days	0%	Mon 4/5/21	Mon 4/5/21
193	1.21.2.13	Monthly Project Status Report 13	0 days	0%	Fri 3/5/21	Fri 3/5/21
192	1.21.2.12	Monthly Project Status Report 12	0 days	0%	Fri 2/5/21	Fri 2/5/21
191	1.21.2.11	Monthly Project Status Report 11	0 days	0%	Tue 1/5/21	Tue 1/5/21
190	1.21.2.10	Monthly Project Status Report 10	0 days	0%	Fri 12/4/20	Fri 12/4/20
189	1.21.2.9	Monthly Project Status Report 9	0 days	0%	Thu 11/5/20	Thu 11/5/20
188	1.21.2.8	Monthly Project Status Report 8	0 days	0%	Mon 10/5/20	Mon 10/5/20
187	1.21.2.7	Monthly Project Status Report 7	0 days	100%	Fri 9/4/20	Fri 9/4/20
186	1.21.2.6	Monthly Project Status Report 6	0 days	100%	Wed 8/5/20	Wed 8/5/20
185	1.21.2.5	Monthly Project Status Report 5	0 days	100%	Mon 7/6/20	Mon 7/6/20
184	1.21.2.4	Monthly Project Status Report 4	0 days	100%	Fri 6/5/20	Fri 6/5/20
183	1.21.2.3	Monthly Project Status Report 3	0 days	100%	Tue 5/5/20	Tue 5/5/20
182	1.21.2.2	Monthly Project Status Report 2	0 days	100%	Fri 4/3/20	Fri 4/3/20
181	1.21.2.1	Monthly Project Status Report 1	0 days	100%	Thu 3/5/20	Thu 3/5/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
57	**1.21.1**	**Weekly CJDT Schedule Update**	**591 days**	**0%**	**Thu 3/5/20**	**Thu 6/30/22**
179	1.21.1.122	Weekly Schedule Update 122	0 days	0%	Thu 6/30/22	Thu 6/30/22
178	1.21.1.121	Weekly Schedule Update 121	0 days	0%	Thu 6/23/22	Thu 6/23/22
177	1.21.1.120	Weekly Schedule Update 120	0 days	0%	Thu 6/16/22	Thu 6/16/22
176	1.21.1.119	Weekly Schedule Update 119	0 days	0%	Thu 6/9/22	Thu 6/9/22
175	1.21.1.118	Weekly Schedule Update 118	0 days	0%	Thu 6/2/22	Thu 6/2/22
174	1.21.1.117	Weekly Schedule Update 117	0 days	0%	Thu 5/26/22	Thu 5/26/22
173	1.21.1.116	Weekly Schedule Update 116	0 days	0%	Thu 5/19/22	Thu 5/19/22
172	1.21.1.115	Weekly Schedule Update 115	0 days	0%	Thu 5/12/22	Thu 5/12/22
171	1.21.1.114	Weekly Schedule Update 114	0 days	0%	Thu 5/5/22	Thu 5/5/22
170	1.21.1.113	Weekly Schedule Update 113	0 days	0%	Thu 4/28/22	Thu 4/28/22
169	1.21.1.112	Weekly Schedule Update 112	0 days	0%	Thu 4/21/22	Thu 4/21/22
168	1.21.1.111	Weekly Schedule Update 111	0 days	0%	Thu 4/14/22	Thu 4/14/22
167	1.21.1.110	Weekly Schedule Update 110	0 days	0%	Thu 4/7/22	Thu 4/7/22
166	1.21.1.109	Weekly Schedule Update 109	0 days	0%	Thu 3/31/22	Thu 3/31/22
165	1.21.1.108	Weekly Schedule Update 108	0 days	0%	Thu 3/24/22	Thu 3/24/22
164	1.21.1.107	Weekly Schedule Update 107	0 days	0%	Thu 3/17/22	Thu 3/17/22

ID	WBS	Task Name	Duration	% Complete	Start	Finish
163	1.21.1.106	Weekly Schedule Update 106	0 days	0%	Thu 3/10/22	Thu 3/10/22
162	1.21.1.105	Weekly Schedule Update 105	0 days	0%	Thu 3/3/22	Thu 3/3/22
161	1.21.1.104	Weekly Schedule Update 104	0 days	0%	Thu 2/24/22	Thu 2/24/22
160	1.21.1.103	Weekly Schedule Update 103	0 days	0%	Thu 2/17/22	Thu 2/17/22
159	1.21.1.102	Weekly Schedule Update 102	0 days	0%	Thu 2/10/22	Thu 2/10/22
158	1.21.1.101	Weekly Schedule Update 101	0 days	0%	Thu 2/3/22	Thu 2/3/22
157	1.21.1.100	Weekly Schedule Update 100	0 days	0%	Thu 1/27/22	Thu 1/27/22
156	1.21.1.99	Weekly Schedule Update 99	0 days	0%	Thu 1/20/22	Thu 1/20/22
155	1.21.1.98	Weekly Schedule Update 98	0 days	0%	Thu 1/13/22	Thu 1/13/22
154	1.21.1.97	Weekly Schedule Update 97	0 days	0%	Thu 1/6/22	Thu 1/6/22
153	1.21.1.96	Weekly Schedule Update 96	0 days	0%	Thu 12/30/21	Thu 12/30/21
152	1.21.1.95	Weekly Schedule Update 95	0 days	0%	Thu 12/23/21	Thu 12/23/21
151	1.21.1.94	Weekly Schedule Update 94	0 days	0%	Thu 12/16/21	Thu 12/16/21
150	1.21.1.93	Weekly Schedule Update 93	0 days	0%	Thu 12/9/21	Thu 12/9/21
149	1.21.1.92	Weekly Schedule Update 92	0 days	0%	Thu 12/2/21	Thu 12/2/21
148	1.21.1.91	Weekly Schedule Update 91	0 days	0%	Thu 11/25/21	Thu 11/25/21
147	1.21.1.90	Weekly Schedule Update 90	0 days	0%	Thu 11/18/21	Thu 11/18/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
146	1.21.1.89	Weekly Schedule Update 89	0 days	0%	Thu 11/11/21	Thu 11/11/21
145	1.21.1.88	Weekly Schedule Update 88	0 days	0%	Thu 11/4/21	Thu 11/4/21
144	1.21.1.87	Weekly Schedule Update 87	0 days	0%	Thu 10/28/21	Thu 10/28/21
143	1.21.1.86	Weekly Schedule Update 86	0 days	0%	Thu 10/21/21	Thu 10/21/21
142	1.21.1.85	Weekly Schedule Update 85	0 days	0%	Thu 10/14/21	Thu 10/14/21
141	1.21.1.84	Weekly Schedule Update 84	0 days	0%	Thu 10/7/21	Thu 10/7/21
140	1.21.1.83	Weekly Schedule Update 83	0 days	0%	Thu 9/30/21	Thu 9/30/21
139	1.21.1.82	Weekly Schedule Update 82	0 days	0%	Thu 9/23/21	Thu 9/23/21
138	1.21.1.81	Weekly Schedule Update 81	0 days	0%	Thu 9/16/21	Thu 9/16/21
137	1.21.1.80	Weekly Schedule Update 80	0 days	0%	Thu 9/9/21	Thu 9/9/21
136	1.21.1.79	Weekly Schedule Update 79	0 days	0%	Thu 9/2/21	Thu 9/2/21
135	1.21.1.78	Weekly Schedule Update 78	0 days	0%	Thu 8/26/21	Thu 8/26/21
134	1.21.1.77	Weekly Schedule Update 77	0 days	0%	Thu 8/19/21	Thu 8/19/21
133	1.21.1.76	Weekly Schedule Update 76	0 days	0%	Thu 8/12/21	Thu 8/12/21
132	1.21.1.75	Weekly Schedule Update 75	0 days	0%	Thu 8/5/21	Thu 8/5/21
131	1.21.1.74	Weekly Schedule Update 74	0 days	0%	Thu 7/29/21	Thu 7/29/21
130	1.21.1.73	Weekly Schedule Update 73	0 days	0%	Thu 7/22/21	Thu 7/22/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
129	1.21.1.72	Weekly Schedule Update 72	0 days	0%	Thu 7/15/21	Thu 7/15/21
128	1.21.1.71	Weekly Schedule Update 71	0 days	0%	Thu 7/8/21	Thu 7/8/21
127	1.21.1.70	Weekly Schedule Update 70	0 days	0%	Thu 7/1/21	Thu 7/1/21
126	1.21.1.69	Weekly Schedule Update 69	0 days	0%	Thu 6/24/21	Thu 6/24/21
125	1.21.1.68	Weekly Schedule Update 68	0 days	0%	Thu 6/17/21	Thu 6/17/21
124	1.21.1.67	Weekly Schedule Update 67	0 days	0%	Thu 6/10/21	Thu 6/10/21
123	1.21.1.66	Weekly Schedule Update 66	0 days	0%	Thu 6/3/21	Thu 6/3/21
122	1.21.1.65	Weekly Schedule Update 65	0 days	0%	Thu 5/27/21	Thu 5/27/21
121	1.21.1.64	Weekly Schedule Update 64	0 days	0%	Thu 5/20/21	Thu 5/20/21
120	1.21.1.63	Weekly Schedule Update 63	0 days	0%	Thu 5/13/21	Thu 5/13/21
119	1.21.1.62	Weekly Schedule Update 62	0 days	0%	Thu 5/6/21	Thu 5/6/21
118	1.21.1.61	Weekly Schedule Update 61	0 days	0%	Thu 4/29/21	Thu 4/29/21
117	1.21.1.60	Weekly Schedule Update 60	0 days	0%	Thu 4/22/21	Thu 4/22/21
116	1.21.1.59	Weekly Schedule Update 59	0 days	0%	Thu 4/15/21	Thu 4/15/21
115	1.21.1.58	Weekly Schedule Update 58	0 days	0%	Thu 4/8/21	Thu 4/8/21
114	1.21.1.57	Weekly Schedule Update 57	0 days	0%	Thu 4/1/21	Thu 4/1/21
113	1.21.1.56	Weekly Schedule Update 56	0 days	0%	Thu 3/25/21	Thu 3/25/21

ID	WBS	Task Name	Duration	% Complete	Start	Finish
112	1.21.1.55	Weekly Schedule Update 55	0 days	0%	Thu 3/18/21	Thu 3/18/21
111	1.21.1.54	Weekly Schedule Update 54	0 days	0%	Thu 3/11/21	Thu 3/11/21
110	1.21.1.53	Weekly Schedule Update 53	0 days	0%	Thu 3/4/21	Thu 3/4/21
109	1.21.1.52	Weekly Schedule Update 52	0 days	0%	Thu 2/25/21	Thu 2/25/21
108	1.21.1.51	Weekly Schedule Update 51	0 days	0%	Thu 2/18/21	Thu 2/18/21
107	1.21.1.50	Weekly Schedule Update 50	0 days	0%	Thu 2/11/21	Thu 2/11/21
106	1.21.1.49	Weekly Schedule Update 49	0 days	0%	Thu 2/4/21	Thu 2/4/21
105	1.21.1.48	Weekly Schedule Update 48	0 days	0%	Thu 1/28/21	Thu 1/28/21
104	1.21.1.47	Weekly Schedule Update 47	0 days	0%	Thu 1/21/21	Thu 1/21/21
103	1.21.1.46	Weekly Schedule Update 46	0 days	0%	Thu 1/14/21	Thu 1/14/21
102	1.21.1.45	Weekly Schedule Update 45	0 days	0%	Thu 1/7/21	Thu 1/7/21
101	1.21.1.44	Weekly Schedule Update 44	0 days	0%	Thu 12/31/20	Thu 12/31/20
100	1.21.1.43	Weekly Schedule Update 43	0 days	0%	Thu 12/24/20	Thu 12/24/20
99	1.21.1.42	Weekly Schedule Update 42	0 days	0%	Thu 12/17/20	Thu 12/17/20
98	1.21.1.41	Weekly Schedule Update 41	0 days	0%	Thu 12/10/20	Thu 12/10/20
97	1.21.1.40	Weekly Schedule Update 40	0 days	0%	Thu 12/3/20	Thu 12/3/20
96	1.21.1.39	Weekly Schedule Update 39	0 days	0%	Thu 11/26/20	Thu 11/26/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
95	1.21.1.38	Weekly Schedule Update 38	0 days	0%	Thu 11/19/20	Thu 11/19/20
94	1.21.1.37	Weekly Schedule Update 37	0 days	0%	Thu 11/12/20	Thu 11/12/20
93	1.21.1.36	Weekly Schedule Update 36	0 days	0%	Thu 11/5/20	Thu 11/5/20
92	1.21.1.35	Weekly Schedule Update 35	0 days	0%	Thu 10/29/20	Thu 10/29/20
91	1.21.1.34	Weekly Schedule Update 34	0 days	0%	Thu 10/22/20	Thu 10/22/20
90	1.21.1.33	Weekly Schedule Update 33	0 days	0%	Thu 10/15/20	Thu 10/15/20
89	1.21.1.32	Weekly Schedule Update 32	0 days	0%	Thu 10/8/20	Thu 10/8/20
88	1.21.1.31	Weekly Schedule Update 31	0 days	0%	Thu 10/1/20	Thu 10/1/20
87	1.21.1.30	Weekly Schedule Update 30	0 days	100%	Thu 9/24/20	Thu 9/24/20
86	1.21.1.29	Weekly Schedule Update 29	0 days	100%	Thu 9/17/20	Thu 9/17/20
85	1.21.1.28	Weekly Schedule Update 28	0 days	100%	Thu 9/10/20	Thu 9/10/20
84	1.21.1.27	Weekly Schedule Update 27	0 days	100%	Thu 9/3/20	Thu 9/3/20
83	1.21.1.26	Weekly Schedule Update 26	0 days	100%	Thu 8/27/20	Thu 8/27/20
82	1.21.1.25	Weekly Schedule Update 25	0 days	100%	Thu 8/20/20	Thu 8/20/20
81	1.21.1.24	Weekly Schedule Update 24	0 days	100%	Thu 8/13/20	Thu 8/13/20
80	1.21.1.23	Weekly Schedule Update 23	0 days	100%	Thu 8/6/20	Thu 8/6/20
79	1.21.1.22	Weekly Schedule Update 22	0 days	100%	Thu 7/30/20	Thu 7/30/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
78	1.21.1.21	Weekly Schedule Update 21	0 days	100%	Thu 7/23/20	Thu 7/23/20
77	1.21.1.20	Weekly Schedule Update 20	0 days	100%	Thu 7/16/20	Thu 7/16/20
76	1.21.1.19	Weekly Schedule Update 19	0 days	100%	Thu 7/9/20	Thu 7/9/20
75	1.21.1.18	Weekly Schedule Update 18	0 days	100%	Thu 7/2/20	Thu 7/2/20
74	1.21.1.17	Weekly Schedule Update 17	0 days	100%	Thu 6/25/20	Thu 6/25/20
73	1.21.1.16	Weekly Schedule Update 16	0 days	100%	Thu 6/18/20	Thu 6/18/20
72	1.21.1.15	Weekly Schedule Update 15	0 days	100%	Thu 6/11/20	Thu 6/11/20
71	1.21.1.14	Weekly Schedule Update 14	0 days	100%	Thu 6/4/20	Thu 6/4/20
70	1.21.1.13	Weekly Schedule Update 13	0 days	100%	Thu 5/28/20	Thu 5/28/20
69	1.21.1.12	Weekly Schedule Update 12	0 days	100%	Thu 5/21/20	Thu 5/21/20
68	1.21.1.11	Weekly Schedule Update 11	0 days	100%	Thu 5/14/20	Thu 5/14/20
67	1.21.1.10	Weekly Schedule Update 10	0 days	100%	Thu 5/7/20	Thu 5/7/20
66	1.21.1.9	Weekly Schedule Update 9	0 days	100%	Thu 4/30/20	Thu 4/30/20
65	1.21.1.8	Weekly Schedule Update 8	0 days	100%	Thu 4/23/20	Thu 4/23/20
64	1.21.1.7	Weekly Schedule Update 7	0 days	100%	Thu 4/16/20	Thu 4/16/20
63	1.21.1.6	Weekly Schedule Update 6	0 days	100%	Thu 4/9/20	Thu 4/9/20
62	1.21.1.5	Weekly Schedule Update 5	0 days	100%	Thu 4/2/20	Thu 4/2/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
61	1.21.1.4	Weekly Schedule Update 4	0 days	100%	Thu 3/26/20	Thu 3/26/20
60	1.21.1.3	Weekly Schedule Update 3	0 days	100%	Thu 3/19/20	Thu 3/19/20
59	1.21.1.2	Weekly Schedule Update 2	0 days	100%	Thu 3/12/20	Thu 3/12/20
58	1.21.1.1	Weekly Schedule Update 1	0 days	100%	Thu 3/5/20	Thu 3/5/20
24	**1.20**	**Project Management (CJDT)**	**90 days**	**100%**	**Thu 2/20/20**	**Wed 6/24/20**
48	**1.20.3**	**Develop CJDT Defect Management and Resolution Plan**	**37 days**	**100%**	**Mon 2/24/20**	**Tue 4/14/20**
55	1.20.3.7	FDLE Approves CJDT Defect Management and Resolution Plan	0 days	100%	Tue 4/14/20	Tue 4/14/20
54	1.20.3.6	Final FDLE approval	5 days	100%	Wed 4/8/20	Tue 4/14/20
53	1.20.3.5	Review of Defect Management Plan by FDLE	5 days	100%	Wed 4/1/20	Tue 4/7/20
52	1.20.3.4	GCOM Update Defect Mgt & Resolution Plan	9 days	100%	Thu 3/19/20	Tue 3/31/20
51	1.20.3.3	Review of Defect Management Plan by FDLE	7 days	100%	Tue 3/10/20	Wed 3/18/20
50	1.20.3.2	GCOM Mgt / QA Review	1 day	100%	Mon 3/9/20	Mon 3/9/20
49	1.20.3.1	Develop Defect Management and Resolution Plan	10 days	100%	Mon 2/24/20	Fri 3/6/20
37	**1.20.2**	**Develop Project Management Plan for CJDT)**	**90 days**	**100%**	**Thu 2/20/20**	**Wed 6/24/20**
47	1.20.2.10	FDLE Approves CJDT Project Management Plan	0 days	100%	Wed 6/24/20	Wed 6/24/20
46	1.20.2.9	Final FDLE Review and Approval of Project Management Plan	4 days	100%	Fri 6/19/20	Wed 6/24/20
45	1.20.2.8	GCOM Update Project Management Plan	5 days	100%	Wed 3/18/20	Tue 3/24/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
44	1.20.2.7	Review of PM Plan by FDLE	6 days	100%	Tue 3/10/20	Tue 3/17/20
43	1.20.2.6	GCOM Mgt Review / QA of Project Management Plan	6 days	100%	Mon 3/2/20	Mon 3/9/20
42	1.20.2.5	Develop Staff Management Plan	3 days	100%	Fri 2/21/20	Fri 2/28/20
41	1.20.2.4	Develop Risk Management Plan	3 days	100%	Fri 2/21/20	Thu 2/27/20
40	1.20.2.3	Develop Quality Management Plan	3 days	100%	Fri 2/21/20	Wed 2/26/20
39	1.20.2.2	Develop Issue Management Plan	3 days	100%	Fri 2/21/20	Tue 2/25/20
38	1.20.2.1	Develop Communication Plan	3 days	100%	Thu 2/20/20	Mon 2/24/20
25	**1.20.1**	**Develop Project Schedule (CJDT)**	**88 days**	**100%**	**Mon 2/24/20**	**Wed 6/24/20**
36	1.20.1.11	Baseline the CJDT Project Schedule	0 days	100%	Wed 6/24/20	Wed 6/24/20
35	1.20.1.10	FDLE Approves CJDT Project Schedule	0 days	100%	Wed 6/24/20	Wed 6/24/20
34	1.20.1.9	Final Review Project Schedule	4 days	100%	Mon 5/18/20	Thu 5/21/20
33	1.20.1.8	Update Project Schedule due to Change Request	7 days	100%	Thu 5/7/20	Fri 5/15/20
32	1.20.1.7	Update Project Schedule	10 days	100%	Thu 4/23/20	Wed 5/6/20
31	1.20.1.6	FDLE Review Updated Schedule	10 days	100%	Thu 4/9/20	Wed 4/22/20
30	1.20.1.5	Update Project Schedule	5 days	100%	Thu 4/2/20	Wed 4/8/20
29	1.20.1.4	FDLE Review Updated Schedule	5 days	100%	Thu 3/26/20	Wed 4/1/20
28	1.20.1.3	Update Project Schedule	8 days	100%	Mon 3/16/20	Wed 3/25/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
27	1.20.1.2	Project Schedule Review by FDLE	5 days	100%	Mon 3/9/20	Fri 3/13/20
26	1.20.1.1	Develop Microsoft Project Schedule	10 days	100%	Mon 2/24/20	Fri 3/6/20
20	**1.19**	**Inception (CJDT)**	**16 days**	**100%**	**Mon 2/24/20**	**Mon 3/16/20**
21	**1.19.1**	**Finalize High-Level CJDT Requirements**	**16 days**	**100%**	**Mon 2/24/20**	**Mon 3/16/20**
23	1.19.1.2	Data Transparency	4 days	100%	Wed 3/11/20	Mon 3/16/20
22	1.19.1.1	Prepare for High-Level Requirements Sessions	10 days	100%	Mon 2/24/20	Fri 3/6/20
19	1.18	Change Request approval and signature	0 days	100%	Fri 7/3/20	Fri 7/3/20
18	1.17	Continue Review and Approve Change Request	10 days	100%	Mon 6/22/20	Fri 7/3/20
17	1.16	Review and Approve Change Request	10 days	100%	Mon 6/8/20	Fri 6/19/20
16	1.15	Updates to Change Request	8 days	100%	Wed 5/27/20	Fri 6/5/20
15	1.14	Prepare Change Request	10 days	100%	Wed 5/13/20	Tue 5/26/20
14	1.13	Negotiate New Go-Live Dates	7 days	100%	Mon 5/4/20	Tue 5/12/20
13	1.12	Finalize B2C setup	2 days	100%	Fri 6/19/20	Mon 6/22/20
12	1.11	FDLE ITS B2C setup	0 days	100%	Fri 6/19/20	Fri 6/19/20
11	1.10	B2C POC decision	1 day	100%	Fri 5/29/20	Fri 5/29/20
10	1.9	Transfer B2C Code to Gov Cloud	2 days	100%	Wed 5/27/20	Thu 5/28/20
9	1.8	Fix FDLE provided Azure Tenant to work with B2C POC (Gov Cloud)	9 days	100%	Wed 5/13/20	Tue 5/26/20

ID	WBS	Task Name	Duration	% Complete	Start	Finish
8	1.7	AD B2C POC (GCOM Azure Tenant)	8 days	100%	Wed 5/13/20	Fri 5/22/20
7	1.6	Set up B2C (Gov Cloud)	7 days	100%	Mon 5/4/20	Tue 5/12/20
6	1.5	FDLE Decision on technology stack	0 days	100%	Fri 5/1/20	Fri 5/1/20
5	1.4	FDLE to provide Azure tenant Access, Best practices, and Decision on Environment Management	1 day	100%	Fri 5/1/20	Fri 5/1/20
4	1.3	Project kick-off meeting	0 days	100%	Mon 2/24/20	Mon 2/24/20
3	1.2	Prepare for Project Kickoff Meeting	6 days	100%	Fri 2/14/20	Fri 2/21/20
2	1.1	Contract Signed	0 days	100%	Fri 2/14/20	Fri 2/14/20

Appendix B – FDLE's Information Technology Standards

The following IT standards have been adopted for FDLE's information systems and services. The application of specific standards may depend on requirements of the systems and services. Questions should be directed to the Division of Information Technology Services.

a. Architecture
- Approved cloud computing service is authorized for FDLE applications.
- Information systems will be developed to operate in a multi-tier architecture
- Web-based interfaces will be used for the presentation (user) tier
- Information systems will use load-balancing where appropriate
- Information systems will operate on clustered server environments where appropriate
- Development and testing will be performed on separate non-production servers
- No data or transactions are to be lost due to isolated failures of equipment

b. Servers
- Servers will be scaled to handle large bursts of transactions on each interface where appropriate
- Virtualization will be used when possible
- Server operating systems will be either Red Hat Linux or Microsoft Windows Server

c. Storage
- Information systems will be designed to use redundant storage technologies in primary and backup or secondary (DR) sites
- Backup and recovery processes will enable the recovery of data and software in the event that primary files are corrupted or destroyed

d. Network
- When officer or public safety is involved, CJNET will be the preferred network transport
- Firewalls will be used to monitor and control incoming and outgoing network traffic

e. Database
- FDLE supports relational database(s) using either Oracle RDBMS, Microsoft SQL Server or MySQL
- Audit logs will capture forensic metadata for all changes to data, including changes made by FDLE staff

f. Application Software
- Commercial software products must be reviewed and approved by ITS
- Software development standards are specified in FDLE Development Standards Version 2.0
- FDLE supports software development using Java EE or Microsoft .NET
- Java development standards are specified in Java Development Standards Version 2.0
- Web-based application standards are specified in JSF Web Framework Standards Version 2.0
- JBoss is the preferred application server platform used for FDLE information systems
- Web Services should be used where possible when application communicates outside the agency

g. Security
- 28 CFR Part 20 and Public Law 92-544, regulates sharing criminal justice information with criminal justice and non-criminal justice governmental agencies

- Systems that store or process criminal history information shall meet the FBI CJIS Security Policy (CSP)
- Florida Statutes
    - Chapter 119, F.S. – Public Records
    - Section 282.318, F.S. – Security of data and information technology
    - Section 501.171, F.S. – Security of confidential personal information
    - Chapter 943, F.S. – Department of Law Enforcement
- Administrative Rules
    - 60GG-2, F.A.C., Information Security
    - 60GG-4, F.A.C. – Cloud Computing
    - 60GG-5, F.A.C. – Information Technology Architecture Standards
- FDLE Policies -
    - 1.4 – Use of FDLE Resources
    - 2.5 – Information Security
    - 2.6 – Acceptable Use of Information Technology
    - 3.1 – Background Investigations.

- Cloud Computing
    - Microsoft Azure Security Best Practices

- Industry Standards – Where applicable, compliance with the following standards is preferred:
    - Lightweight Directory Access Protocol (LDAP)/Active Directory (AD)
    - Security Assertion Markup Language (SAML)
    - Global Federated Identity and Privilege Management (GFIPM)

h. Availability
- FDLE's standards on availability: minimum 99.5% uptime

i. Data Communication Standards
- Sections 282.701 to 282.711, F.S. – Communication Information Technology Services Act
- National Information Exchange Model (NIEM)
- FBI Criminal Justice Information Services (CJIS) Standards, including those associated with;
    - National Crime Information Center (NCIC)
    - Interstate Identification Index (III)
    - National Fingerprint File (NFF)
    - National Instant Criminal Background Check System (NICS)
    - National Data Exchange (N-Dex)

j. Accessibility
- United States Rehabilitation Act – Section 508 details accessibility standards for all systems
- Section 282.601 to 282.606, F.S. – Accessibility of Information and Technology

k. Desktop Computing
- Microsoft Windows Operating System
- Microsoft Office
- Microsoft Visio
- Microsoft Project
- Adobe Acrobat

l. Project Management
- Sections 282.003 to 282.318, F.S. – Information Technology Management Act
- Rule 60GG-1, F.A.C. – Project Management and Oversight Standards
- Project Management Institute, Project Management Body of Knowledge (PMBOK)
- All production deployments must follow ITS procedure 5.1 “Production Change” CCCB

m. Deviations from these standards must be directed ITS for review and approval.

n. All identified technologies must be in a supported version

SCHEDULE IV-B FOR UNIFORM ARREST AFFIDAVIT

For Fiscal Year 2021-22

October 15, 2020

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

Contents

I. Schedule IV-B Cover Sheet 2
II. Schedule IV-B Business Case – Strategic Needs Assessment 3
A. Background and Strategic Needs Assessment 3
1. Business Need 3
2. Business Objectives 4
B. Baseline Analysis 4
1. Current Business Process(es) 4
2. Assumptions and Constraints 6
C. Proposed Business Process Requirements 6
1. Process Requirements 6
2. Business Solution Alternatives 6
3. Rationale for Selection 6
4. Recommended Business Solution 7
D. Functional and Technical Requirements 7
III. Success Criteria 8
IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis 8
A. Benefits Realization Table 8
B. Cost Benefit Analysis (CBA) 10
V. Schedule IV-B Major Project Risk Assessment 10
VI. Schedule IV-B Technology Planning 11
A. Current Information Technology Environment 11
1. Current System 11
2. Information Technology Standards 11
B. Current Hardware and/or Software Inventory 11
C. Proposed Technical Solution 11
D. Proposed Solution Description 12
1. Summary Description of Proposed System 12
2. Resource and Summary Level Funding Requirements for Proposed Solution (if known) 13
VII. Schedule IV-B Project Management Planning 13
VIII. Appendices 19

I. Schedule IV-B Cover Sheet

Schedule IV-B Cover Sheet and Agency Project Approval	
Agency: Florida Department of Law Enforcement	Schedule IV-B Submission Date: October 15, 2020
Project Name: Uniform Arrest Affidavit	Is this project included in the Agency's LRPP? ____ Yes __X__ No
FY 2021-22 LBR Issue Code: 36123C0	FY 2021-22 LBR Issue Title: Uniform Arrest Affidavit
Agency Contact for Schedule IV-B (Name, Phone #, and E-mail address): Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us	
AGENCY APPROVAL SIGNATURES	
I am submitting the attached Schedule IV-B in support of our legislative budget request. I have reviewed the estimated costs and benefits documented in the Schedule IV-B and believe the proposed solution can be delivered within the estimated time for the estimated costs to achieve the described benefits. I agree with the information in the attached Schedule IV-B.	
Agency Head: Printed Name: Richard Swearingen	Date: 10/15/2020
Agency Chief Information Officer (or equivalent): Printed Name: Joey Hornsby	Date: 10/15/2020
Budget Officer: Printed Name: Cynthia Barr	Date: 10/14/2020
Planning Officer: Sharon Wester Printed Name: Sharon Wester	Date: 10/14/2020
Project Sponsor: Printed Name: Charles Schaeffer	Date: 10/14/2020
Schedule IV-B Preparers (Name, Phone #, and E-mail address):	
Business Need:	Renee Strickland, 850-410-7100, ReneeStrickland@fdle.state.fl.us
Cost Benefit Analysis:	Danielle Rioux, 850-410-7245, DanielleRioux@fdle.state.fl.us
Risk Analysis:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us
Technology Planning:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us
Project Planning:	Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us

II. Schedule IV-B Business Case – Strategic Needs Assessment

A. Background and Strategic Needs Assessment

Purpose: To clearly articulate the business-related need(s) for the proposed projec

1. Business Need

The 2019 Legislative Session, though House Bill (HB) 7125 amended s. 900.05 and s.943.6871, Florida Statutes, requiring the Florida Department of Law Enforcement (FDLE) to establish a statewide uniform arrest affidavit. Currently, law enforcement agencies in Florida use different methods for collecting arrest data. Some agencies use paper arrest forms, and others have electronic mechanisms for collecting arrest data. The paper-based arrest process is inefficient and prolongs officers' time processing the arrestee. While there are similarities, each booking agency in Florida has different formats and collection requirements that must be used for arrests. The collection of arrest data is not standard across all agencies. This can create inconsistencies in collecting and reporting data for the Florida Incident-Based Reporting System (FIBRS) repository and Criminal Justice Data Transparency (CJDT) solution.

HB 7125 expanded upon the foundation the Florida Legislature created when it passed Senate Bill 1392 (SB1392) creating s. 900.05 and s. 943.6871, Florida Statutes, during the 2018 Legislative Session. SB 1392 required contributors to provide criminal justice data and statistics to FDLE as part of a Criminal Justice Data Transparency (CJDT) initiative. The legislation stipulates specific parameters concerning the data collections and directs FDLE to provide public access to the data. While associated in statute, CJDT is an independent project per the Project Management Institute standards.

The combined CJDT and UAA project has been separated for FY 21-22. The requirements of s.943.6871(1) through (9), F.S. are met through CJDT, and a separate budget request. The uniform arrest affidavit as defined in s.943.6871(10), F.S. is in this Schedule IV-B.

The initial scope of the uniform arrest affidavit project was to capture uniform data from arresting agencies about arrests that initiate a booking at a county detention facility. Bookings, sometimes called physical arrests, involve the transport of a subject to a county detention facility for processing. The processing includes the capture of biometric information like fingerprints, photos, and DNA. Working with both legislative staff and the criminal justice community, FDLE quickly identified the need for the uniform arrest affidavit to extend beyond the initial plan.

One extension is the need to capture consistent arrest information for non-physical arrests. These events are often called notice to appears (NTAs) in court, sworn complaints and/or criminal citations. During initial requirement gathering we learned that some jurisdictions have a single process for both physical arrests (bookings) and non-physical arrests (NTAs, etc.). In these jurisdictions, the inaugural arrest affidavit will meet the needs to capture arrest affidavits for physical and non-physical arrests. Other jurisdictions have different processes for non-physical arrests. To provide a comprehensive, uniform arrest affidavit in these jurisdictions will require detailed analysis to determine how to reasonably blend divergent local processes with the statewide uniform arrest affidavit.

Another critical extension is to capture data from the county detention booking process. Examples of booking data identified are the booking data and time, the booking officer, and booking identifiers (like the case, transaction and OBTS numbers). Demographic details of the subject not available at arrest, like marital status and tattoo descriptions could be captured. Additional information about juvenile referrals to DCF and into whose custody are juveniles released could be captured. These elements, and others like them, are discovered during the physical booking process. Much of this data is recorded in jail management systems today, but in a non-standard way. CJDT has assisted county detention facilities in standardizing some of these elements.

FDLE proposes a second phase of the uniform arrest affidavit project to expand consistent definitions to include booking elements needed to support CJDT. The data shared from the arresting agency can be augmented with booking information. This super-set of data benefits FDLE by supporting increased consistency in data. This will provide more standard elements documented in the technical specifications with which FDLE can expand the confidence in data

linking and visualization process.

Extending the process helps the Clerks of Court establish court case events in their case maintenance systems. Data created by the arresting agency can be augmented with booking information and shared with the judiciary and clerks. This automated, consistent data transmission will support case initiation for the clerks and the judiciary by providing an expedited and efficient option to establish a court case without manual data entry. Clerks with automated processes can use the enhanced data to build the court record with more relevant, error-free information. FDLE proposes to expand the uniform arrest affidavit project into FY 2022-23. The technical specification expansion will provide clerks the data needed for initiation of a criminal court case.

2. Business Objectives

- To provide an automated uniform arrest affidavit for all criminal justice agencies in the state of Florida, FDLE must support the following business objectives:
- Provide a state level repository to support the uniform arrest affidavit data collection from state and local law enforcement agencies.
- Automate the on-line collection of law enforcement agencies arrest data through the use of a standardized arrest affidavit.
- Support data element level sharing of appropriate, non-confidential data.
- Provide a method for law enforcement agencies to submit standardized arrest affidavit data.
- Support mobile client integration for arresting agencies.
- Provide a method to share data with other FDLE Criminal Justice Analytics data sources.
- Provide a method to share data between arresting agencies, state attorney or clerk of court systems.
- Provide a method to extend the data from arresting agencies, to include booking data needed for clerks of court to initiate a criminal court case.
- Perform data quality checks on received data to ensure it meets associated business rules and automate when applicable.
- Provide a mechanism for the law enforcement agencies to perform data review and approval through a secure interface.
- Comply with current and subsequent updates to state and national retention requirements.
- Provide training on the solution.
- Provide the ability to audit all transactions and generate audit reports.
- Eliminate manual and/or obsolete processes in the collection of data, formatting/reformatting of data, generation of statistics and reports, maintenance of agency information and points of contact, data review, and data approval.
- Consolidate and streamline data submission from state and local agencies to state and local data repositories.

B. Baseline Analysis

1. Current Business Process(es)

Purpose: To establish a basis for understanding the business processes, stakeholder groups, and current technologies that will be affected by the project and the level of business transformation that will be required for the project to be successful.

The creation of s. 900.05 and s.943.6871, Florida Statutes directs FDLE to provide new services. FDLE currently has many processes that coordinate data submission from other local and state agencies, data processing, and publication. These submissions occur for data that enters the repository of computerized criminal history records (CCH), the Uniform Crime Reports (UCR) program, and the Sexual Offender and Predator Registry (SOPR). Current processes are outlined as follows:

CCH

The clerks of court, county detention facilities, and the Florida Department of Corrections provide some of the specified data to FDLE's CCH files which serve as the State's criminal history repository. The submitted data updates the criminal history records after passing through rigorous data matching processes to ensure the data are associated with the correct person's record. The CCH system has internal error checks and verifications to ensure data integrity and validity. By statute CCH data is not public, therefore limited summaries of arrest data are currently represented on FDLE's website. They are displayed in as an aggregate as trends, presented in a graphical form, and compared to Florida's UCR incident trends for similar crime types.

UCR

Summary data are currently submitted to FDLE by over 400 local and state agencies twice annually for UCR Offenses and Arrests that have occurred for the specified period. Agencies may upload text files into the UCR Input System, or may individually enter data directly into the system. Submissions for seven segments are required, including Arrest, Offense, Property, Weapon, Domestic Violence, Arson, and Motor Vehicles and two segments are optional, including Law Enforcement Officers Killed and Assaulted and Supplemental Homicide Reports. The UCR Input System has internal quality checks and verifications.

Florida compiles, reports, and publishes data semi-annually that display aggregated counts for the semi-annual (January through June) and annual (January through December) reporting cycles. The data is currently summarized by total offense counts by crime type and unique crime type characteristics on annual basis. Arrest totals for each crime are also available with counts by County, Age and Sex, and Judicial Circuit. (FIBRS will replace this reporting.)

SOPR

Florida sexual offenders and predators are required to register quarterly or biannually, based on their registration requirements. FDLE receives data about individuals who have registered as a sexual offender or predator on a daily basis from over 400 local and state agencies and the Department of Highway Safety and Motor Vehicles. Data are transmitted to FDLE via text file, which is validated and uploaded into the Sexual Offender and Predator Database. Florida's Sexual Offenders and Predators database is freely available and searchable online.

Other Published Data

FDLE has other searchable databases currently available to the public online including the Public Access System (PAS) http://pas.fdle.state.fl.us/pas/restricted/PAS/home/home.jsf). In addition, the Florida Department of Corrections offers their searchable Corrections Offender Network to the public online (http://www.dc.state.fl.us/offendersearch/).

Other Data Distribution by FDLE

Criminal History Record Checks

A full criminal history may be requested for an individual through FDLE's criminal history record check service and is subject to a fee. These data are not otherwise published or publicly available.

Privacy and Security Agreements

Limited individual criminal history information may be provided under certain restrictions based on s. 943.057, Florida Statutes and Rule 11C-6.005, Florida Administrative Code. Researchers may request criminal history information only for research and statistical purposes as part of a Privacy and Security Agreement with FDLE. These data are limited to as little criminal history information as possible to fulfill the request, and researchers must follow definitive rules to ensure the protection of the data provided. Such requests are subject to a fee.

Public Records Requests

Limited arrest and court information may be provided under certain restrictions based on s. 119, Florida Statutes. Individuals requesting data based on the Public Records law receive aggregated counts from CCH or UCR based on their specific request. Requests are subject to a fee.

2. Assumptions and Constraints

Assumptions

The following assumptions relate to the uniform arrest affidavit:

- The solution must have "high-availability."
- The solution will standardize common data with the FIBRS and CJDT solutions.
- Detailed requirements need to be documented before moving forward with the project.
- The solution will ensure data element level sharing of appropriate, non-confidential data.
- The system will comply with state of Florida and FBI CJIS Security Policy.
- Contributors will make data available in a format supported by the CJDT database. Implementation of a uniform arrest affidavit will improve the quality of the CJDT data.

Constraints

The following constraints relate to the uniform arrest affidavit:

- The data required include both Personally Identifiable Information (PII) and Criminal Justice Information (CJI) which must both be protected and managed according to CJIS Security Policies in motion and at rest.
- Florida's CJJIS Council must approve the uniform arrest affidavit elements.
- Submissions to FDLE must include standard data element names, standard business rules, and standard format of data collection.
- FDLE must develop methods for archiving data, retrieving archived data, and data editing and verification.

C. Proposed Business Process Requirements

1. Process Requirements

Purpose: To establish a basis for understanding what business process requirements the proposed solution must meet in order to select an appropriate solution for the project.

FDLE is required by s.943.687, F.S. to procure a uniform arrest affidavit solution and establish guidelines for a statute crosswalk table. The following are high-level requirements for the uniform arrest affidavit.

1) Establish a uniform arrest affidavit database and an interface to receive and store arrest data
2) Develop a test environment for verifying system functionality and agency connectivity
3) Establish requirements on how entities submit data through the application programming interface
4) Establish rules on how the data will be compiled, processed, structured, used, or shared
5) Develop methods for data editing and verification
6) Test data quality for accuracy, validity, reliability, and completeness
7) Develop methods and rules for archiving and retrieving archived data.
8) Provide 24/7/365 support

2. Business Solution Alternatives

Per s. 943.6871, F.S., FDLE must procure a solution.

3. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a business solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders.

These criteria include:

- Initial and future workload for required entities
- Support for multiple data sets used by the state
- Ability to automate or streamline data collection processes
- Ability to disseminate crime data to the public and stakeholders
- Impact to data systems of submitting entities
- Impact to FDLE Information Technology Services and systems
- Costs

4. Recommended Business Solution

For the uniform arrest affidavit, per s. 943.6871, F.S., FDLE must procure a solution.

D. Functional and Technical Requirements

Purpose: To identify the functional and technical system requirements that must be met by the project.

Data Collection and Storage

For the uniform arrest affidavit, FDLE must:

- Procure a solution to collect arrest and offense data per the technical specifications
- Provide automated data quality checks on the data received per the business rules
- Provide reporting capabilities on all data housed within the solution
- Provide an interface to the FDLE's statute management module
- Provide user management capability for uniform arrest affidavit users
- Meet state and federal CJIS security policy, standards, and requirements
- Provide a mechanism for external systems/agencies to exchange data and expand to additional systems in the future
- Provide high availability for the uniform arrest affidavit solution

III. Success Criteria

Purpose: To identify the critical results, both outputs and outcomes, that must be realized for the project to be considered a success.

SUCCESS CRITERIA TABLE				
#	Description of Criteria	How will the Criteria be measured/assessed?	Who benefits?	Realization Date (MM/YY)
1	Leverage new technology	Use of standards such as web services and open data platform	FDLE Local and state agencies/officials Public	FY 2021-2022
2	Consistent collection, linkage, and reporting of criminal justice data from multiple data owners	Definitions of identified data elements for use by all agencies	FDLE Local and state agencies/officials State policymakers Public	FY 2022-2023
3	Implement the uniform arrest affidavit statewide	State and local arresting agencies throughout Florida are using the uniform arrest affidavit	FDLE Local and state agencies/officials	FY 2021-2022

IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis

A. Benefits Realization Table

Purpose: To calculate and declare the tangible benefits compared to the total investment of resources needed to support the proposed IT project.

BENEFITS REALIZATION TABLE					
#	Description of Benefit	Who receives the benefit?	How is benefit realized?	How is the realization of the benefit measured?	Realization Date (MM/YY)
1	Automated submission processes and availability of information as defined by law	Criminal Justice Agencies; State and Local Policymakers; State and Local governments; FDLE; Public.	Data is collected in an automated process, analyzed, and published in open data platform	Implementation of new methods for receiving and publishing of open data.	FY 2021-2022
2	Implemented automated state-wide uniform arrest	Criminal Justice	Data collected uniformly and	State and local arresting agencies	FY2021-

BENEFITS REALIZATION TABLE					
#	Description of Benefit	Who receives the benefit?	How is benefit realized?	How is the realization of the benefit measured?	Realization Date (MM/YY)
	affidavit	Agencies; FDLE.	electronically from all arresting agencies can standardize business processes and reduce local training costs	throughout Florida are using the uniform arrest affidavit	2022
3	Extended the uniform arrest affidavit data collection to include court case initiation	Criminal Justice Agencies; State and Local governments; FDLE.	Data collected uniformly, electronically, and consistently	Agencies throughout Florida are using the uniform arrest affidavit through the booking and court case initiation process	FY2022-2023

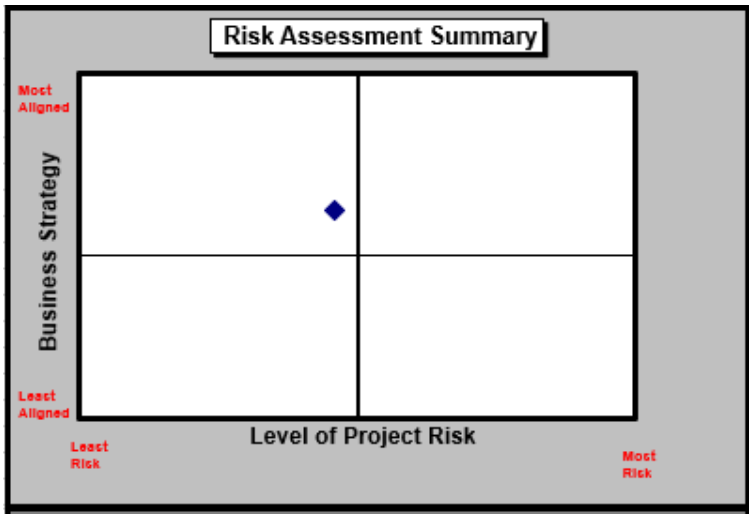
B. Cost Benefit Analysis (CBA)

Purpose: To provide a comprehensive financial prospectus specifying the project's tangible benefits, funding requirements, and proposed source(s) of funding.

Cost Benefit Analysis spreadsheets are in Appendix C.

V. Schedule IV-B Major Project Risk Assessment

Purpose: To provide an initial high-level assessment of overall risk incurred by the project to enable appropriate risk mitigation and oversight and to improve the likelihood of project success. The risk assessment summary identifies the overall level of risk associated with the project and provides an assessment of the project's alignment with business objectives.



Project Risk Area Breakdown

Risk Assessment Areas	*Risk Exposur*
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	MEDIUM
Fiscal Assessment	MEDIUM
Project Organization Assessment	MEDIUM
Project Management Assessment	LOW
Project Complexity Assessment	MEDIUM
Overall Project Risk	MEDIUM

VI. Schedule IV-B Technology Planning

A. Current Information Technology Environment

Purpose: To ensure there is close alignment with the business and functional requirements and the selected technology.

1. Current System

a. Description of Current System

The Florida Department of Law Enforcement does not have a current established business process for this system. These are new requirements for the Department.

b. Current System Resource Requirements

Not applicable

c. Current System Performance

Not applicable

2. Information Technology Standards

See attached appendix F for FDLE information technology standards. When applicable, FDLE's information technology standards are followed. Additional requirements are listed below.

- Requirements of Florida Statutes sections 282.318, 501.171, 775.085, 812.014, 815.06, 817.568, 847.0135, 847.0137, 847.0138, 847.0139, 877.19, 900.05, 943.05, 943.051, 943.053, 943.054, 943.0544, 943.6871, and Chapters 119, 815, 817 Part II, 934, in addition to a variety of other statutes detailing background screening requirements, which describe FDLE's duties as the State's central repository for criminal record information and gateway to the Federal repository.
- NIEM 4.2 (or current version)

B. Current Hardware and/or Software Inventory

Not applicable.

C. Proposed Technical Solution

1. Technical Solution Alternatives

Per s. 943.6871, F.S., FDLE must procure a solution. Other alternatives were not evaluated.

2. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a business solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders.

These criteria include:

- Initial and future workload for required entities
- Support for multiple data sets used by the state
- Ability to automate or streamline data collection processes
- Ability to disseminate crime data to the public and stakeholders
- Impact to data systems of submitting entities
- Impact to FDLE IT services and systems
- Costs

3. Recommended Technical Solution

For the uniform arrest affidavit, per s. 943.6871, F.S. FDLE must procure a solution. FDLE identified a vendor and established a contract on February 14, 2020. In 2020-21 FDLE submitted a single funding request for CJDT and the uniform arrest affidavit. FDLE received the initial funding request, but submitted an amended request after the vendor contract was signed and the actual costs were identified. This amended budget request was not adopted. This resulting shortfall caused FDLE to suspend the uniform arrest affidavit portion of the vendor contract, allowing FDLE and local agencies to continue with CJDT objectives. Proposed Solution Description

The uniform arrest affidavit solution will leverage technology from the Florida Incident-Based Reporting System (FIBRS) project by utilizing a standard technical specification that will streamline the submission of data to FDLE. This will have the added benefit of reducing the need for multiple repositories. Independently implementing a uniform arrest affidavit will significantly increase the cost for FDLE and data contributors.

D. Proposed Solution Description

1. Summary Description of Proposed System

Within the vendor contract, contributors have two options to submit the data elements. First, agencies can submit XML transactions through the Florida CJIS Portal to the system. Second, agencies can manually enter the arrest affidavit data through the user interface (UI).

System Type
System will include an application server, web server, mobile client, and a database server, with a web-based interface. .Operating system, database management system, storage, programming language, etc. was determined based on negotiation between FDLE and the vendor selected.

Connectivity
The uniform arrest affidavit will leverage existing and newly defined data feeds from state and local agencies over secure connections. These connections were established as part of the FIBRS project.

Security, Privacy, Confidentiality, Access
These standards will be the same as the current security standards used by FDLE. Since data will contain personally identifiable information, data controls will be established to ensure that access to sensitive data is restricted to appropriate personnel.

Development and Procurement Approach
To realize the business solution, FDLE will procure a commercially available system that can be customized to meet FDLE's business requirements. The contracted system will include, but not limited to:

- Project management services
- Software customization services
- Data analysis services
- System integration and testing services
- Implementation and configuration
- Support services
- Training services

Maturity and Life Expectancy of the Technology
FDLE will procure a mature solution, with customizable functionality to accommodate the business need. The vendor solution shall be flexible to facilitate future changes and upgrades as applicable.

2. Resource and Summary Level Funding Requirements for Proposed Solution (if known)

Anticipated project costs for the uniform arrest affidavit are summarized in the table below:

Title:	Uniform Arrest Affidavit			
Tracking #:	TBD			
Customer:	Criminal Justice Information Services			
Manager:	David Gillespie			
Planned Start:	7/1/2019	**Planned Finish:**	6/30/2022	
Duration (mos):	36.5			
Baseline Date:	10/1/2018			
Revision Date:	10/8/2020	**Version #:**	2.0	

Project Budget	**Actual**	**Planned**	**Planned**	**Planned**	
Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**	**Totals**
OCO	$0	$0	$0	$0	$0
Contract Services					
Contract Staff	$147,879	$92,995	$582,400	$582,400	$1,405,674
Project Deliverables	$114,000	$0	$6,011,000	$3,125,000	$9,250,000
Other IT Services	$0	$0	$231,801	$151,364	$383,165
Other	$3,599	$1,513	$18,372	$59,292	$82,776
Total	**$402,368**	**$380,740**	**$7,122,149**	**$4,449,636**	**$12,354,893**

Maintenance Budget					
Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**	**Totals**
Maintenance Expenses	$2,500	$184,754	$547,727	$547,727	$1,282,708
Contracted Services Maintenance	$0	$0	$300,000	$720,000	$1,020,000
Total	**$2,500**	**$184,754**	**$847,727**	**$1,267,727**	**$2,302,708**

E. Capacity Planning

(historical and current trends versus projected requirements)

The uniform arrest affidavit solution does not have historical data and needs to meet the annual capacity requirements. The annual number of physical arrests, also known as bookings, in Florida for the past five years is listed below.

- 2014 – 867,084
- 2015 – 773,174
- 2016 – 726,496
- 2017 – 711,831
- 2018 – 716,653

Using the last five years as a basis for estimating the uniform arrest affidavit capacity, the capacity for 10 years would be 7.6 million. However, growth in Notice to Appears (not physical bookings) is expected to increase the number of arrests. Factoring in a 2% growth and growth for Notice to Appear records the estimated capacity for the uniform arrest affidavit is 8 million.

VII. Schedule IV-B Project Management Planning

Purpose: To require the agency to provide evidence of its thorough project planning and provide the tools the agency will use to carry out and manage the proposed project. The level of detail must be appropriate for the project's scope and complexity.

FDLE prepared a Project Management Plan for the implementation of the uniform arrest affidavit solution. This plan includes:

Project Phasing Plan and Scope

This project consists of three high-level phases: detailed planning, procurement/contracting, and implementation

and deployment.

Phase 1 - Detailed Planning

The detailed planning phase involves designing and developing the system technical specification and technical requirements, assembling the project team, and establishing mechanisms for FDLE to collaborate with state and local agencies and with vendors. The CJJIS Council approved the technical specifications for the uniform arrest affidavit solution.

Phase 2 - Contracting

This phase of the project includes obtaining funding and statutory approvals to move forward with procurement process. The specifications and requirements developed during the detailed planning phase will be used to develop the procurement for the uniform arrest affidavit solution. FDLE procured a vendor(s) commercial product. The contract was executed February 14, 2020. Through the negotiation the actual costs were identified and an amended budget request for 2020-21 was presented, but was not adopted. This resulting shortfall caused FDLE to suspend the uniform arrest affidavit portion of the vendor contract.

Phase 3 - Implementation and Deployment

The implementation and deployment phase started as soon as the technical specification and requirements are available and the competitive procurement was complete. In addition, FDLE started development of a test plan and various documentation and software tools to simplify development and testing of products. These tasks are suspended pending funding availability.

Baseline Schedule

The contract schedule can be found in Appendix E. This schedule is not current and will be updated after funding is available.

Project Organization

The UAA project requires coordination and management of a skilled project staff consisting of technical, functional, and administrative staff, mixed with contract staff and task-specific vendors.

The UAA project organization consists of the Project Steering Committee (PSC), the Project Manager (PM), and the Project Team. FDLE SME's and a number of other groups provide additional support. Each group performs a particular role for the project and is comprised of members of ITS, CJIS, and FDLE leadership.

FDLE Project Steering Committee (PSC)

The PSC approves deliverables and change requests for the project. Members of the PSC include Criminal Justice Information Services and Information Technology Services.

Project Manager

The PM is responsible for the overall management and coordination of the work effort and successful completion of the project. The PM monitors the day-to-day status of project team efforts. This includes establishing and maintaining the project management plan, assigning, directing, and monitoring the work of project staff, serving as FDLE's primary point of contact for the prime contractor, managing issues and risks, monitoring and reporting project status, and reviewing contract deliverables prior to delivery to the PSC for approval.

Project Team

The Project Team consists of a core group of FDLE members responsible for the day-to-day tasks associated

with the project. This team will be comprised largely of members of Criminal Justice Information Services, Information Technology Services and any other positions (FTE or Contract) deemed necessary for the successful completion of the project. The Project Team is creating a Resource Plan which defines all resources for the project including all positions deemed necessary.

Contract Manager

As a member of the Project Team, the Contract Manager is responsible for gathering the necessary information for developing the statement of work (SOW) and other contracting vehicles, monitoring the award of those contracts, ensuring performance delivery as required by the contract and closing out contracts when the tasks are completed. The Contract Manager works closely with FDLE contract and legal members to ensure that all work is accomplished within State and FDLE contracting rules and guidelines. The Contract Manager will coordinate budget issues and maintain awareness of all expenditures and accounts payable.

FDLE Implementation and Transition Unit (ITU)

Workgroups assist the Project Team in ensuring the uniform arrest affidavit meets the operational needs. SMEs, representatives from business operations, and IT will be assigned to the project. The unit will be responsible for implementation and transition as well as for stakeholder and customer communication, education/training, preparation and readiness for the new technology. They will evaluate existing policies and determine whether modifications are needed, or if new policies need to be created, to mitigate privacy or other risks related to new services and business processes.

The ITU will serve as the conduit through which user community stakeholders and program personnel communicate, ensuring the resulting services are compliant with the mission. This includes policy identification/coordination for new services, questions for the record, and public inquires. This project will require extensive coordination with contributors as they make modifications to their systems to become compliant with state specifications. ITU members are housed in the Criminal Justice Analytics Bureau.

Quality Assurance Plan

The focus of the quality management process is to build effective processes that enable the production of high quality deliverables that meet the specified business requirements. The quality management procedure consists of two principal processes: Quality Assurance (QA) and Quality Control (QC).

Quality Assurance

QA is the practice of adhering to planned, established and systematic approaches designed to ensure the high caliber of the deliverables and the detection and correction of any errors. It provides information about a common set of guidelines and standards to be applied by the Project Team. The primary aspect of a QA review is to ensure that the processes established for the project are being followed. If new processes are required, a group will be formed to establish the quality procedure. The benefits of following quality assurance processes include the following:

- Improved communication
- Improved planning and requirement gathering/definition processes
- Improved development process
- Improved product quality
- Better criteria for hardware and software testing
- Easier transition to production for hardware and software

The most effective QA activity is a formal QA review. The Project Team and PSC will conduct these reviews of project processes. Using results generated by this review, the PM will direct follow-up actions to ensure

that the project uses sound processes. Additionally the PSC will advise the PM of any observed deficiencies in processes and the PM will take corrective action to resolve the deficiency in the future.

Quality Control

QC activities are those focused on the inspection and/or testing of the deliverable produced. The QC Team will verify that the deliverables are of acceptable quality and that they are technically accurate. QC is the responsibility of the Project Team and the PM or Task Lead responsible for a deliverable. The PM will monitor the activities associated with the acceptance of deliverables. QC is conducted before a deliverable is submitted as final to be approved by the PM. The Project Manager is responsible for developing and maintaining a Quality Plan. The Quality Plan will document major deliverables of the project, completeness and correctness criteria, quality control activities and quality assurance activities.

Topics Addressed in the Quality Plan:

Quality Control activities associated with project deliverables:

- Document Deliverables
- Hardware and Software Deliverables
- Service Deliverables

Quality Assurance activities:

- QA processes (Requirements Traceability, Testing, Data Migration, etc.)
- Responsibility for QA processes

Quality Metrics for the project such as:

- Changes in Scope
- Changes to Schedule
- Changes in Cost
- Number and Type of Issues
- Number and Type of Defects
- Preparedness of customer to assume production responsibilities
- Preparedness of IT to assume production responsibilities
- Solution “Fitness for Use”

System testing and operational acceptance testing will be the primary QC processes used to assure that deliverables meet FDLE’s documented requirements. System testing will involve specific testing and measurement at a technical level to verify compatibility, usability, performance, accuracy, and content of results.

External Project Oversight

Criminal and Juvenile Justice Information Systems (CJJIS) Council

The CJJIS Council was created by section 943.08, F.S., with the purpose to develop and implement a statewide strategy for identification, sharing, and coordination of criminal and juvenile justice data among federal, state and local criminal justice agencies. The Council is comprised by 14 members, consisting of representatives from the Attorney General, State Attorneys, Department of Law Enforcement, Department of Corrections, Parole Commission, Department of Juvenile Justice, Department of Highway Safety and Motor Vehicles, Public Defenders and the Office of State Court Administrators. The Governor of Florida appoints two sheriffs, two police chiefs, and one clerk of court to the Council. With this broad representation of the criminal justice community, all issues receive a full and fair hearing from all perspectives.

Change Management

Change management occurs throughout the lifecycle of the project. A change can be related to any facet of the project – scope creep, schedule revision, funding / cost changes, team / resource changes, issues and risks, etc.

If the change is minor, the PM may determine that the change can be met within current project parameters and the formal change process is not necessary. If the change could impact requirements, deliverables, payment schedule, cost, or completion date of a major milestone, the PM (or team member assigned) will fully research the impact of the project change and formulate a resolution. The PM will complete a formal Project Change Request form and present the change to the PSC.

The PSC will determine if the proposed change should be approved. Members of the PSC will signify approval or disapproval of a proposed project change by signing the Project Change Request form.

If the Project Steering Committee or FDLE Leadership (Assistant Commissioner, Director of CJIS, Director of Business Support, and the Chief Information Officer) determines that the approved project change will require a Contract Amendment, the PM will work with the vendor to prepare the Contract Amendment for the PSC's review and approval. The contract amendment will then be processed according to FDLE contract procedures.

Communications Plan

The PM developed a Communications Plan to provide a framework for addressing communications with project stakeholders. The Communications Plan outlines a comprehensive strategy of both communicating project and process change information to the stakeholders as well as receiving and processing input/feedback from stakeholders. The Communication Plan identifies communication strategies which will be used to target the different audience groups (users, stakeholders, advisors, decision-makers, etc.) via an assortment of communication methods (Internet and email, formal and informal documents, multi-media presentations, and face-to-face meetings). This document serves as the core of the change management effort and will be updated throughout the life of the project.

The Project Manager is responsible for developing and maintaining a Communication Management Plan. This plan will document how and in what format information will be communicated, when and where communication will be made, and who is responsible for providing each type of communication.

Topics included in the Communication Management Plan:

1. Target Audience - Identification of all possible audience groups in as much detail as possible:
    - Specific stakeholder groups
    - Data contributors
    - Project Team
    - Project Steering Committee
    - FDLE management
    - FDLE customers
    - Legislature and Cabinet
    - Oversight agencies

2. Communication Method Communications may be formal, such as status reports, Operational Work Plans, newsletters, and quarterly meetings or informal such as notices or announcements

through email or website. Communications may also be in written form or face-to-face. Examples include such things as:

- Status reports
- Operational Work Plans
- Stakeholder /customer surveys
- Project and program newsletters
- Project and program websites
- Ad Hoc notices
- Project Steering Committee meetings
- Project Team meetings
- FDLE Executive Leadership briefs

3. Method of Delivery - Methods of delivery could be such things as:
   - Emails
   - Presentations
   - Reports
   - Websites
   - Documents (electronic or paper)
   - Meetings

4. Frequency
   Some communications could be set at regular intervals such as meetings or reports required annually, quarterly, biweekly, etc. or upon specific project milestone or phase timelines according to project needs. Some communication could also be random and event-specific such as notices dealing with specific issues.

5. Responsibility
   Each type of communication must be assigned to the PM or a specific member of the Project Team.

Risk Management

The Risk Management Plan describes the plan to manage risks throughout the life of the project. A risk refers to future conditions or circumstances, which will have an adverse impact on the project if they occur, that exist outside of the control of FDLE or the Project Team. In other words, a risk is a potential future problem. Risk management is performed continually over the life of the project. Risk management includes the following:

Step 1: Identify major risks to project success
Step 2: Assess the potential impact of each risk and its probability of occurrence
Step 3: Determine appropriate contingency plans
Step 4: Determine the acceptable level of tolerance for each risk
Step 5: Specify mitigation strategies to be implemented for critical risks
Step 6: Periodically review the effectiveness of mitigation strategies and identify any new risks.

Risk identification occurs throughout the life of the project. Any project stakeholder, Project Team member, customer or contractor can submit a risk at any time. A risk mitigation session is conducted at the start of each build or phase. The PM will manage the FDLE risk documents which is one of the artifacts maintained throughout the life of the project. Distribution of the risk document will be agreed upon between the FDLE and the vendor

PM at the beginning of the engagement. The risk document will be an electronic document and available to the Project Team and PSC at all times during the project.

The PM (in consultation with the PSC) evaluates the risk and recommends a risk level. The risk level is used to set the priority of the risk and determine how risks should be addressed.

Risk management includes an ongoing cycle of risk identification, analysis and monitoring. Each risk with a risk level of medium or high is evaluated to determine if the impact is severe enough that a risk mitigation plan should be created. If a risk mitigation plan is required, the risk is investigated to determine whether or not the resolution of a risk causes the budget, personnel, scope or schedule to change. In the event a risk mitigation plan must be exercised, project change control processes will be used (if necessary) and activities associated with the risk mitigation plan will be added to the Project Schedule to ensure the work is completed. The PM monitors all risk mitigation plans to ensure they are being executed successfully.

Implementation Plan

The project will utilize an implementation plan for deploying the solution to the projection environment. The implementation plan identifies all activities required for successful deployment(s) of the solutions for production use. The implementation plan will include:

- Implementation Plan (Step-by-step instructions)
- Go-live Schedule
- Implementation Approvals
- Implementation Communication Plan
- Dependencies
- Resource Requirements
- Failback Plan
- Post-Implementation Tasks

VIII. Appendices

Appendix A – Standards and Definitions

Appendix B – Project Risk Assessment

Appendix C – Cost Benefit Analysis

Appendix D – Estimated Project Budget

Appendix E – Estimated Project Schedules

Appendix F – Information Technology Standards

Appendix A– Standards and Definitions

1. **28 Code of Federal Regulations Part 20 (28 CFR Part 20)**

   These regulations are in place to assure that criminal history record information, wherever it appears, is collected, stored, and disseminated in a manner to ensure the accuracy, completeness, currency, integrity, and security of such information and to protect individual privacy.

2. **Chapter 74-2, F.A.C. the State of Florida Cybersecurity Standards (FCS)**

   https://www.flrules.org/gateway/ruleNo.asp?id=74-2.001

3. **Department of Justice (DOJ) Global Reference Architecture (GRA)**

   GRA enhances justice and public safety through a service-oriented approach to information sharing. It is accomplished by providing reference architecture with guidance for identifying, defining, implementing, and governing services.

   GRA is an information exchange solution designed to cut 80 percent of implementation time and costs for state and local justice agencies through reuse of established promising practices in IT architecture and design.

4. **FBI CJIS Security Policy(CSP)**

   The CJIS Security Policy provides guidance for the creation, viewing, modification, transmission, dissemination, storage, and destruction of CJIS data. This policy applies to every individual—contractor, private entity, noncriminal justice agency representative, or member of a criminal justice entity—with access to, or who operate in support of, criminal justice services and information.

5. **FBI Electronic Biometric Transmission Specification (EBTS)**

   The FBI Criminal Justice Information Services Division is moving toward a system that will contain a complete biometric and biographic profile of the subject records in its databases. Although fingerprints will continue to be the FBI's primary mode of identification for the near future, the scope of the EBTS has been expanded over previous versions to include additional biometric modalities (e.g., palm print, facial, and iris) in recognition of the rapidly developing biometric identification industry. The most recent update to the American National Standards Institute /National Institute of Standards and Technology-Information Technology Laboratory 1-2011 standard (ANSI/NIST-ITL 1-2011) includes new record types to facilitate data sharing of new biometric modalities. Integrating biometric data in accordance with the ANSI/NIST standard, the FBI EBTS provides a description of all requests and responses associated with electronic fingerprint and other biometric identification services.

6. **Global Federated Identity and Privilege Management (GFIPM)**

   The goal of GFIPM is to enable information sharing for state and local agencies through a federated model that is secure, scalable, and cost-effective. One of the guiding principles of GFIPM is to seek to understand and meet the needs of state and local agencies through a collaborative, consensus-based process that incorporates the input of all major stakeholders, including state and local agencies as well as the federal government.

7. **Lightweight Directory Access Protocol (LDAP)/Active Directory**

   LDAP is an application protocol for accessing and maintaining distributed directory information services over an Internet Protocol (IP) network.

8. National Information Exchange Model (NIEM)

The National Information Exchange Model is a community-driven, government-wide, standards-based approach to exchanging information. NIEM connects communities of people who share a common need to exchange information in order to advance their mission.

Used in all 50 states and internationally, NIEM is available to everyone. It is a consistent starting point—which includes a data model, governance, training, tools, technical support services, and an active community—that assists users in adopting a standards-based approach to exchanging data.

When it matters most—protecting citizens, responding to disasters, monitoring prescription drug abuse, identifying welfare assistance eligibility, or providing support services to children and families—NIEM provides quick access to accurate, complete, and actionable information.

9. Security Assertion Markup Language (SAML)

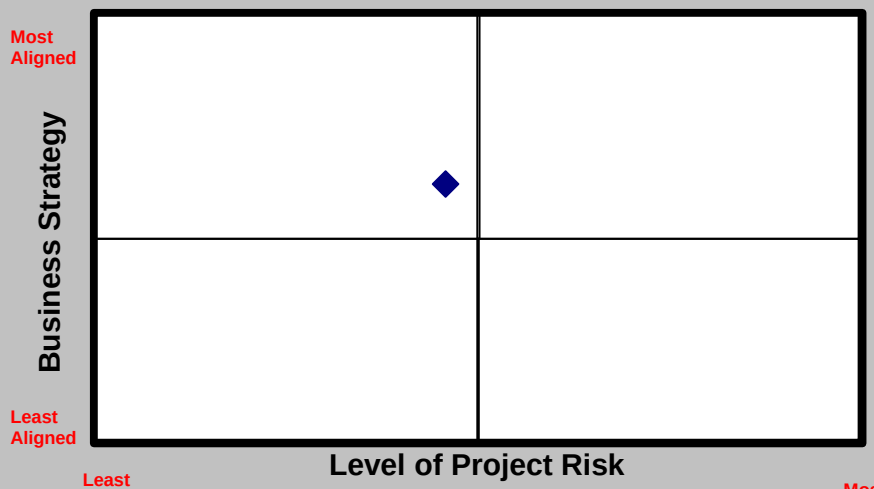
SAML is an Extensible Markup Language (XML) based open standard data format for exchanging authentication and authorization data between parties, in particular, between an identity provider and a service provider.

10. United States Rehabilitation Act – Section 508 details accessibility standards for all systems

The Section 508 Standards are part of the Federal Acquisition Regulation (FAR) and address access for people with physical, sensory, or cognitive disabilities. They contain technical criteria specific to various types of technologies and performance-based requirements, which focus on functional capabilities of covered products. Specific criteria cover software applications and operating systems, web-based information and applications, computers, telecommunications products, video and multi-media, and self-contained closed products.

Project	*Uniform Arrest Affidavit*	
Agency	*Florida Department of Law Enforcement*	
FY 2019-20 LBR Issue Code:	**FY 2019-20 LBR Issue Title:**	
36123C0	*Uniform Arrest Affidavit*	
Risk Assessment Contact Info (Name, Phone #, and E-mail Address):		
Ebony Tisby, 850-410-8860, EbonyTisby@fdle.state.fl.us		
Executive Sponsor	*Charles Schaeffer*	
Project Manager	*David Gillespie*	
Prepared By	*David Gillespie*	*8/20/2020*

Risk Assessment Summary



Project Risk Area Breakdown

Risk Assessment Areas	*Risk Exposure*
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	MEDIUM
Fiscal Assessment	MEDIUM
Project Organization Assessment	MEDIUM
Project Management Assessment	LOW
Project Complexity Assessment	MEDIUM
Overall Project Risk	MEDIUM

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Uniform Arrest Affidavit
3	Section 1 -- Strategic Area			
4	#	**Criteria**	**Values**	Answer
5	1.01	Are project objectives clearly aligned with the agency's legal mission?	0% to 40% -- Few or no objectives aligned	81% to 100% -- All or nearly all objectives aligned
6			41% to 80% -- Some objectives aligned	
7			81% to 100% -- All or nearly all objectives aligned	
8	1.02	Are project objectives clearly documented and understood by all stakeholder groups?	Not documented or agreed to by stakeholders	Informal agreement by stakeholders
9			Informal agreement by stakeholders	
10			Documented with sign-off by stakeholders	
11	1.03	Are the project sponsor, senior management, and other executive stakeholders actively involved in meetings for the review and success of the project?	Not or rarely involved	Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings
12			Most regularly attend executive steering committee meetings	
13			Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings	
14	1.04	Has the agency documented its vision for how changes to the proposed technology will improve its business processes?	Vision is not documented	Vision is partially documented
15			Vision is partially documented	
16			Vision is completely documented	
17	1.05	Have all project business/program area requirements, assumptions, constraints, and priorities been defined and documented?	0% to 40% -- Few or none defined and documented	81% to 100% -- All or nearly all defined and documented
18			41% to 80% -- Some defined and documented	
19			81% to 100% -- All or nearly all defined and documented	
20	1.06	Are all needed changes in law, rule, or policy identified and documented?	No changes needed	No changes needed
21			Changes unknown	
22			Changes are identified in concept only	
23			Changes are identified and documented	
24			Legislation or proposed rule change is drafted	
25	1.07	Are any project phase or milestone completion dates fixed by outside factors, e.g., state or federal law or funding restrictions?	Few or none	All or nearly all
26			Some	
27			All or nearly all	
28	1.08	What is the external (e.g. public) visibility of the proposed system or project?	Minimal or no external use or visibility	Extensive external use or visibility
29			Moderate external use or visibility	
30			Extensive external use or visibility	
31	1.09	What is the internal (e.g. state agency) visibility of the proposed system or project?	Multiple agency or state enterprise visibility	Multiple agency or state enterprise visibility
32			Single agency-wide use or visibility	
33			Use or visibility at division and/or bureau level only	
34	1.10	Is this a multi-year project?	Greater than 5 years	Between 1 and 3 years
35			Between 3 and 5 years	
36			Between 1 and 3 years	
37			1 year or less	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Uniform Arrest Affidavit
3	Section 2 -- Technology Area			
4	#	Criteria	Values	Answer
5	2.01	Does the agency have experience working with, operating, and supporting the proposed technical solution in a production environment?	Read about only or attended conference and/or vendor presentation	Supported prototype or production system less than 6 months
6			Supported prototype or production system less than 6 months	
7			Supported production system 6 months to 12 months	
8			Supported production system 1 year to 3 years	
9			Installed and supported production system more than 3 years	
10	2.02	Does the agency's internal staff have sufficient knowledge of the proposed technical solution to implement and operate the new system?	External technical resources will be needed for implementation and operations	External technical resources will be needed for implementation and operations
11			External technical resources will be needed through implementation only	
12			Internal resources have sufficient knowledge for implementation and operations	
13	2.03	Have all relevant technical alternatives/ solution options been researched, documented and considered?	No technology alternatives researched	Some alternatives documented and considered
14			Some alternatives documented and considered	
15			All or nearly all alternatives documented and considered	
16	2.04	Does the proposed technical solution comply with all relevant agency, statewide, or industry technology standards?	No relevant standards have been identified or incorporated into proposed technology	Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards
17			Some relevant standards have been incorporated into the proposed technology	
18			Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards	
19	2.05	Does the proposed technical solution require significant change to the agency's existing technology infrastructure?	Minor or no infrastructure change required	Minor or no infrastructure change required
20			Moderate infrastructure change required	
21			Extensive infrastructure change required	
22			Complete infrastructure replacement	
23	2.06	Are detailed hardware and software capacity requirements defined and documented?	Capacity requirements are not understood or defined	Capacity requirements are based on historical data and new system design specifications and performance requirements
24			Capacity requirements are defined only at a conceptual level	
25			Capacity requirements are based on historical data and new system design specifications and performance requirements	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Uniform Arrest Affidavit
3	Section 3 -- Organizational Change Management Area			
4	#	Criteria	Values	Answer
5	3.01	What is the expected level of organizational change that will be imposed within the agency if the project is successfully implemented?	Extensive changes to organization structure, staff or business processes	Minimal changes to organization structure, staff or business processes structure
6			Moderate changes to organization structure, staff or business processes	
7			Minimal changes to organization structure, staff or business processes structure	
8	3.02	Will this project impact essential business processes?	Yes	No
9			No	
10	3.03	Have all business process changes and process interactions been defined and documented?	0% to 40% -- Few or no process changes defined and documented	41% to 80% -- Some process changes defined and documented
11			41% to 80% -- Some process changes defined and documented	
12			81% to 100% -- All or nearly all processes defiined and documented	
13	3.04	Has an Organizational Change Management Plan been approved for this project?	Yes	Yes
14			No	
15	3.05	Will the agency's anticipated FTE count change as a result of implementing the project?	Over 10% FTE count change	Less than 1% FTE count change
16			1% to 10% FTE count change	
17			Less than 1% FTE count change	
18	3.06	Will the number of contractors change as a result of implementing the project?	Over 10% contractor count change	Less than 1% contractor count change
19			1 to 10% contractor count change	
20			Less than 1% contractor count change	
21	3.07	What is the expected level of change impact on the citizens of the State of Florida if the project is successfully implemented?	Extensive change or new way of providing/receiving services or information)	Extensive change or new way of providing/receiving services or information)
22			Moderate changes	
23			Minor or no changes	
24	3.08	What is the expected change impact on other state or local government agencies as a result of implementing the project?	Extensive change or new way of providing/receiving services or information	Extensive change or new way of providing/receiving services or information
25			Moderate changes	
26			Minor or no changes	
27	3.09	Has the agency successfully completed a project with similar organizational change requirements?	No experience/Not recently (>5 Years)	Recently completed project with greater change requirements
28			Recently completed project with fewer change requirements	
29			Recently completed project with similar change requirements	
30			Recently completed project with greater change requirements	

	B	C	D	E
1	Agency: Agency Name			Project: Project Name
3	Section 4 -- Communication Area			
4	#	Criteria	Value Options	Answer
5	4.01	Has a documented Communication Plan been approved for this project?	Yes	Yes
6			No	
7	4.02	Does the project Communication Plan promote the collection and use of feedback from management, project team, and business stakeholders (including end users)?	Negligible or no feedback in Plan	Routine feedback in Plan
8			Routine feedback in Plan	
9			Proactive use of feedback in Plan	
10	4.03	Have all required communication channels been identified and documented in the Communication Plan?	Yes	Yes
11			No	
12	4.04	Are all affected stakeholders included in the Communication Plan?	Yes	Yes
13			No	
14	4.05	Have all key messages been developed and documented in the Communication Plan?	Plan does not include key messages	Some key messages have been developed
15			Some key messages have been developed	
16			All or nearly all messages are documented	
17	4.06	Have desired message outcomes and success measures been identified in the Communication Plan?	Plan does not include desired messages outcomes and success measures	Plan does not include desired messages outcomes and success measures
18			Success measures have been developed for some messages	
19			All or nearly all messages have success measures	
20	4.07	Does the project Communication Plan identify and assign needed staff and resources?	Yes	Yes
21			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Uniform Arrest Affidavit
3	Section 5 -- Fiscal Area			
4	#	Criteria	Values	Answer
5	5.01	Has a documented Spending Plan been approved for the entire project lifecycle?	Yes	No
6			No	
7	5.02	Have all project expenditures been identified in the Spending Plan?	0% to 40% -- None or few defined and documented	81% to 100% -- All or nearly all defined and documented
8			41% to 80% -- Some defined and documented	
9			81% to 100% -- All or nearly all defined and documented	
10	5.03	What is the estimated total cost of this project over its entire lifecycle?	Unknown	Greater than $10 M
11			Greater than $10 M	
12			Between $2 M and $10 M	
13			Between $500K and $1,999,999	
14			Less than $500 K	
15	5.04	Is the cost estimate for this project based on quantitative analysis using a standards-based estimation model?	Yes	No
16			No	
17	5.05	What is the character of the cost estimates for this project?	Detailed and rigorous (accurate within ±10%)	Order of magnitude – estimate could vary between 10-100%
18			Order of magnitude – estimate could vary between 10-100%	
19			Placeholder – actual cost may exceed estimate by more than 100%	
20	5.06	Are funds available within existing agency resources to complete this project?	Yes	No
21			No	
22	5.07	Will/should multiple state or local agencies help fund this project or system?	Funding from single agency	Funding from single agency
23			Funding from local government agencies	
24			Funding from other state agencies	
25	5.08	If federal financial participation is anticipated as a source of funding, has federal approval been requested and received?	Neither requested nor received	Neither requested nor received
26			Requested but not received	
27			Requested and received	
28			Not applicable	
29	5.09	Have all tangible and intangible benefits been identified and validated as reliable and achievable?	Project benefits have not been identified or validated	Most project benefits have been identified but not validated
30			Some project benefits have been identified but not validated	
31			Most project benefits have been identified but not validated	
32			All or nearly all project benefits have been identified and validated	
33	5.10	What is the benefit payback period that is defined and documented?	Within 1 year	No payback
34			Within 3 years	
35			Within 5 years	
36			More than 5 years	
37			No payback	
38	5.11	Has the project procurement strategy been clearly determined and agreed to by affected stakeholders?	Procurement strategy has not been identified and documented	Stakeholders have reviewed and approved the proposed procurement strategy
39			Stakeholders have not been consulted re: procurement strategy	
40			Stakeholders have reviewed and approved the proposed procurement strategy	
41	5.12	What is the planned approach for acquiring necessary products and solution services to successfully complete the project?	Time and Expense (T&E)	Combination FFP and T&E
42			Firm Fixed Price (FFP)	
43			Combination FFP and T&E	
44	5.13	What is the planned approach for procuring hardware and software for the project?	Timing of major hardware and software purchases has not yet been determined	Just-in-time purchasing of hardware and software is documented in the project schedule
45			Purchase all hardware and software at start of project to take advantage of one-time discounts	
46			Just-in-time purchasing of hardware and software is documented in the project schedule	
47	5.14	Has a contract manager been assigned to this project?	No contract manager assigned	Contract manager assigned is not the procurement manager or the project manager
48			Contract manager is the procurement manager	
49			Contract manager is the project manager	
50			Contract manager assigned is not the procurement manager or the project manager	
51	5.15	Has equipment leasing been considered for the project's large-scale computing purchases?	Yes	Yes
52			No	
53	5.16	Have all procurement selection criteria and outcomes been clearly identified?	No selection criteria or outcomes have been identified	All or nearly all selection criteria and expected outcomes have been defined and documented
54			Some selection criteria and outcomes have been defined and documented	
55			All or nearly all selection criteria and expected outcomes have been defined and documented	
56	5.17	Does the procurement strategy use a multi-stage evaluation process to progressively narrow the field of prospective vendors to the single, best qualified candidate?	Procurement strategy has not been developed	Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor
57			Multi-stage evaluation not planned/used for procurement	
58			Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor	
59	5.18	For projects with total cost exceeding $10 million, did/will the procurement strategy require a proof of concept or prototype as part of the bid response?	Procurement strategy has not been developed	Yes, bid response did/will include proof of concept or prototype
60			No, bid response did/will not require proof of concept or prototype	
61			Yes, bid response did/will include proof of concept or prototype	
62			Not applicable	
63				
64				
65				
66				

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Uniform Arrest Affidavit
3	Section 6 -- Project Organization Area			
4	#	Criteria	Values	Answer
5	6.01	Is the project organization and governance structure clearly defined and documented within an approved project plan?	Yes	Yes
6			No	
7	6.02	Have all roles and responsibilities for the executive steering committee been clearly identified?	None or few have been defined and documented	All or nearly all have been defined and documented
8			Some have been defined and documented	
9			All or nearly all have been defined and documented	
10	6.03	Who is responsible for integrating project deliverables into the final solution?	Not yet determined	System Integrator (contractor)
11			Agency	
12			System Integrator (contractor)	
13	6.04	How many project managers and project directors will be responsible for managing the project?	3 or more	3 or more
14			2	
15			1	
16	6.05	Has a project staffing plan specifying the number of required resources (including project team, program staff, and contractors) and their corresponding roles, responsibilities and needed skill levels been developed?	Needed staff and skills have not been identified	Some or most staff roles and responsibilities and needed skills have been identified
17			Some or most staff roles and responsibilities and needed skills have been identified	
18			Staffing plan identifying all staff roles, responsibilities, and skill levels have been documented	
19	6.06	Is an experienced project manager dedicated fulltime to the project?	No experienced project manager assigned	Yes, experienced project manager dedicated full-time, 100% to project
20			No, project manager is assigned 50% or less to project	
21			No, project manager assigned more than half-time, but less than full-time to project	
22			Yes, experienced project manager dedicated full-time, 100% to project	
23	6.07	Are qualified project management team members dedicated full-time to the project	None	Yes, business, functional or technical experts dedicated full-time, 100% to project
24			No, business, functional or technical experts dedicated 50% or less to project	
25			No, business, functional or technical experts dedicated more than half-time but less than full-time to project	
26			Yes, business, functional or technical experts dedicated full-time, 100% to project	
27	6.08	Does the agency have the necessary knowledge, skills, and abilities to staff the project team with in-house resources?	Few or no staff from in-house resources	Half of staff from in-house resources
28			Half of staff from in-house resources	
29			Mostly staffed from in-house resources	
30			Completely staffed from in-house resources	
31	6.09	Is agency IT personnel turnover expected to significantly impact this project?	Minimal or no impact	Minimal or no impact
32			Moderate impact	
33			Extensive impact	
34	6.10	Does the project governance structure establish a formal change review and control board to address proposed changes in project scope, schedule, or cost?	Yes	Yes
35			No	
36	6.11	Are all affected stakeholders represented by functional manager on the change review and control board?	No board has been established	No, all stakeholders are not represented on the board
37			No, only IT staff are on change review and control board	
38			No, all stakeholders are not represented on the board	
39			Yes, all stakeholders are represented by functional manager	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Uniform Arrest Affidavit
3	Section 7 -- Project Management Area			
4	#	Criteria	Values	Answer
5	7.01	Does the project management team use a standard commercially available project management methodology to plan, implement, and control the project?	No	Yes
6			Project Management team will use the methodology selected by the systems integrator	
7			Yes	
8	7.02	For how many projects has the agency successfully used the selected project management methodology?	None	More than 3
9			1-3	
10			More than 3	
11	7.03	How many members of the project team are proficient in the use of the selected project management methodology?	None	Some
12			Some	
13			All or nearly all	
14	7.04	Have all requirements specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	81% to 100% -- All or nearly all have been defined and documented
15			41 to 80% -- Some have been defined and documented	
16			81% to 100% -- All or nearly all have been defined and documented	
17	7.05	Have all design specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	81% to 100% -- All or nearly all have been defined and documented
18			41 to 80% -- Some have been defined and documented	
19			81% to 100% -- All or nearly all have been defined and documented	
20	7.06	Are all requirements and design specifications traceable to specific business rules?	0% to 40% -- None or few are traceable	81% to 100% -- All or nearly all requirements and specifications are traceable
21			41 to 80% -- Some are traceable	
22			81% to 100% -- All or nearly all requirements and specifications are traceable	
23	7.07	Have all project deliverables/services and acceptance criteria been clearly defined and documented?	None or few have been defined and documented	All or nearly all deliverables and acceptance criteria have been defined and documented
24			Some deliverables and acceptance criteria have been defined and documented	
25			All or nearly all deliverables and acceptance criteria have been defined and documented	
26	7.08	Is written approval required from executive sponsor, business stakeholders, and project manager for review and sign-off of major project deliverables?	No sign-off required	Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables
27			Only project manager signs-off	
28			Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables	
29	7.09	Has the Work Breakdown Structure (WBS) been defined to the work package level for all project activities?	0% to 40% -- None or few have been defined to the work package level	41 to 80% -- Some have been defined to the work package level
30			41 to 80% -- Some have been defined to the work package level	
31			81% to 100% -- All or nearly all have been defined to the work package level	
32	7.10	Has a documented project schedule been approved for the entire project lifecycle?	Yes	Yes
33			No	
34	7.11	Does the project schedule specify all project tasks, go/no-go decision points (checkpoints), critical milestones, and resources?	Yes	No
35			No	
36	7.12	Are formal project status reporting processes documented and in place to manage and control this project?	No or informal processes are used for status reporting	Project team and executive steering committee use formal status reporting processes
37			Project team uses formal processes	
38			Project team and executive steering committee use formal status reporting processes	
39	7.13	Are all necessary planning and reporting templates, e.g., work plans, status reports, issues and risk management, available?	No templates are available	All planning and reporting templates are available
40			Some templates are available	
41			All planning and reporting templates are available	
42	7.14	Has a documented Risk Management Plan been approved for this project?	Yes	Yes
43			No	
44	7.15	Have all known project risks and corresponding mitigation strategies been identified?	None or few have been defined and documented	All known risks and mitigation strategies have been defined
45			Some have been defined and documented	
46			All known risks and mitigation strategies have been defined	
47	7.16	Are standard change request, review and approval processes documented and in place for this project?	Yes	Yes
48			No	
49	7.17	Are issue reporting and management processes documented and in place for this project?	Yes	Yes
50			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement			Project: Uniform Arrest Affidavit
2				
3	Section 8 -- Project Complexity Area			
4	#	Criteria	Values	Answer
5	8.01	How complex is the proposed solution compared to the current agency systems?	Unknown at this time	Similar complexity
6			More complex	
7			Similar complexity	
8			Less complex	
9	8.02	Are the business users or end users dispersed across multiple cities, counties, districts, or regions?	Single location	More than 3 sites
10			3 sites or fewer	
11			More than 3 sites	
12	8.03	Are the project team members dispersed across multiple cities, counties, districts, or regions?	Single location	Single location
13			3 sites or fewer	
14			More than 3 sites	
15	8.04	How many external contracting or consulting organizations will this project require?	No external organizations	1 to 3 external organizations
16			1 to 3 external organizations	
17			More than 3 external organizations	
18	8.05	What is the expected project team size?	Greater than 15	5 to 8
19			9 to 15	
20			5 to 8	
21			Less than 5	
22	8.06	How many external entities (e.g., other agencies, community service providers, or local government entities) will be impacted by this project or system?	More than 4	More than 4
23			2 to 4	
24			1	
25			None	
26	8.07	What is the impact of the project on state operations?	Business process change in single division or bureau	Statewide or multiple agency business process change
27			Agency-wide business process change	
28			Statewide or multiple agency business process change	
29	8.08	Has the agency successfully completed a similarly-sized project when acting as Systems Integrator?	Yes	Yes
30			No	
31	8.09	What type of project is this?	Infrastructure upgrade	Implementation requiring software development or purchasing commercial off the shelf (COTS) software
32			Implementation requiring software development or purchasing commercial off the shelf (COTS) software	
33			Business Process Reengineering	
34			Combination of the above	
35	8.10	Has the project manager successfully managed similar projects to completion?	No recent experience	Similar size and complexity
36			Lesser size and complexity	
37			Similar size and complexity	
38			Greater size and complexity	
39	8.11	Does the agency management have experience governing projects of equal or similar size and complexity to successful completion?	No recent experience	Greater size and complexity
40			Lesser size and complexity	
41			Similar size and complexity	
42			Greater size and complexity	

State of Florida
Cost Benefit Analysis

APPENDIX C

Fiscal Year 2021-22

CBAForm 1 - Net Tangible Benefits

Agency: Florida Department of Law Enforcement | Project: Uniform Arrest Affidavit

Net Tangible Benefits - Operational Cost Changes (Costs of Current Operations versus Proposed Operations as a Result of the Project) and Additional Tangible Benefits -- CBAForm 1A

Agency *(Recurring Costs Only -- No Project Costs)*	FY 2021-22			FY 2022-23			FY 2023-24			FY 2024-25			FY 2025-26		
	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a)+(b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Cost Change Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project
A. Personnel Costs -- Agency-Managed Staff	$0	$0	$0	$0	$308,659	$308,659	$0	$561,663	$561,663	$0	$561,663	$561,663	$0	$561,663	$561,663
A.b Total Staff	0.00	0.00	0.00	0.00	2.66	2.66	0.00	6.66	6.66	0.00	6.66	6.66	0.00	6.66	6.66
A-1.a. State FTEs (Salaries & Benefits)	$0	$0	$0	$0	$128,659	$128,659	$0	$381,663	$381,663	$0	$381,663	$381,663	$0	$381,663	$381,663
A-1.b. State FTEs (#)	0.00	0.00	0.00	0.00	1.66	1.66	0.00	5.66	5.66	0.00	5.66	5.66	0.00	5.66	5.66
A-2.a. OPS Staff (Salaries)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
A-2.b. OPS (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A-3.a. Staff Augmentation (Contract Cost)	$0	$0	$0	$0	$180,000	$180,000	$0	$180,000	$180,000	$0	$180,000	$180,000	$0	$180,000	$180,000
A-3.b. Staff Augmentation (# of Contractors)	0.00	0.00	0.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	1.00
B. Application Maintenance Costs	$0	$510,000	$510,000	$0	$930,000	$930,000	$0	$930,000	$930,000	$0	$930,000	$930,000	$0	$930,000	$930,000
B-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-2. Hardware	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-3. Software	$0	$300,000	$300,000	$0	$720,000	$720,000	$0	$720,000	$720,000	$0	$720,000	$720,000	$0	$720,000	$720,000
B-4. Other Third Party Software	$0	$210,000	$210,000	$0	$210,000	$210,000	$0	$210,000	$210,000	$0	$210,000	$210,000	$0	$210,000	$210,000
C. Data Center Provider Costs	$0	$337,727	$337,727	$0	$337,727	$337,727	$0	$337,727	$337,727	$0	$337,727	$337,727	$0	$337,727	$337,727
C-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-2. Infrastructure	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-3. Network / Hosting Services	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-4. Disaster Recovery	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-5. Other Microsoft Azure and Cloud Services	$0	$337,727	$337,727	$0	$337,727	$337,727	$0	$337,727	$337,727	$0	$337,727	$337,727	$0	$337,727	$337,727
D. Plant & Facility Costs	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E. Other Costs	$0	$0	$0	$0	$10,516	$10,516	$0	$35,856	$35,856	$0	$35,856	$35,856	$0	$35,856	$35,856
E-1. Training	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-2. Travel	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-3. Other HR/FTE Expense	$0	$0	$0	$0	$10,516	$10,516	$0	$35,856	$35,856	$0	$35,856	$35,856	$0	$35,856	$35,856
Total of Recurring Operational Costs	$0	$847,727	$847,727	$0	$1,586,902	$1,586,902	$0	$1,865,246	$1,865,246	$0	$1,865,246	$1,865,246	$0	$1,865,246	$1,865,246
F. Additional Tangible Benefits:		$0			$0			$0			$0			$0	
F-1. Specify		$0			$0			$0			$0			$0	
F-2. Specify		$0			$0			$0			$0			$0	
F-3. Specify		$0			$0			$0			$0			$0	
Total Net Tangible Benefits:		($847,727)			($1,586,902)			($1,865,246)			($1,865,246)			($1,865,246)	

CHARACTERIZATION OF PROJECT BENEFIT ESTIMATE -- CBAForm 1B

Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous	☑	Confidence Level	10%
Order of Magnitude	☐	Confidence Level	
Placeholder	☐	Confidence Level	

Florida Department of Law Enforcement **Uniform Arrest Affidavit**

Costs entered into each row are mutually exclusive. Insert rows for detail and modify appropriation categories as necessary, but do not remove any of the provided project cost elements. Reference vendor quotes in the Item Description where applicable.
Include only one-time project costs in this table. Include any recurring costs in CBA Form 1A.

CBAForm 2A Baseline Project Budget

				FY2021-22			FY2022-23			FY2023-24			FY2024-25			FY2025-26			TOTAL
			$ 783,108		$ 7,122,149			$ 4,449,636			$ -			$ -			$ -		$ 12,354,893
Item Description *(remove guidelines and annotate entries here)*	**Project Cost Element**	**Appropriation Category**	**Current & Previous Years Project-Related Cost**	**YR 1 #**	**YR 1 LBR**	**YR 1 Base Budget**	**YR 2 #**	**YR 2 LBR**	**YR 2 Base Budget**	**YR 3 #**	**YR 3 LBR**	**YR 3 Base Budget**	**YR 4 #**	**YR 4 LBR**	**YR 4 Base Budget**	**YR 5 #**	**YR 5 LBR**	**YR 5 Base Budget**	**TOTAL**
Costs for all state employees working on the project.	**FTE**	S&B	$ 423,122	2.90	$ -	$ 228,576	6.90	$ 253,004	$ 228,576	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 1,133,278**
Staffing costs for personnel using Time & Expense.	**Staff Augmentation**	Contracted Services	$ 134,299	2.00	$ 395,200	$ -	2.00	$ 395,200	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 924,699**
Project management personnel and related deliverables.	**Project Management**	Contracted Services	$ 106,575	1.00	$ 187,200	$ -	1.00	$ 187,200	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 480,975**
Project oversight to include Independent Verification & Validation (IV&V) personnel and related deliverables.	**Project Oversight**	Contracted Services	$ -	0.00	$ 231,801	$ -	0.00	$ 151,364	$ -	0.00	$ -	$ -	0.00	$ -	$ -	0.00	$ -	$ -	**$ 383,165**
Commercial software purchases and licensing costs.	**Commercial Software**	Contracted Services	$ 114,000		$ 5,886,000	$ -		$ 3,000,000	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 9,000,000**
Other contracted services not included in other categories.	**Other Services**	Contracted Services	$ -		$ 125,000	$ -		$ 125,000	$ -		$ -	$ -		$ -	$ -		$ -	$ -	**$ 250,000**
Other project expenses not included in other categories.	**Other Expenses**	Expense	$ 5,112		$ 50,000	$ 18,372		$ 90,920	$ 18,372		$ -	$ -		$ -	$ -		$ -	$ -	**$ 182,776**
	Total		**$ 783,108**	**5.90**	**$ 6,875,201**	**$ 246,948**	**9.90**	**$ 4,202,688**	**$ 246,948**	**0.00**	**$ -**	**$ -**	**0.00**	**$ -**	**$ -**	**0.00**	**$ -**	**$ -**	**$ 12,354,893**

State of Florida
Cost Benefit Analysis

APPENDIX C

Fiscal Year 2021-22

CBAForm 2 - Project Cost Analysis

Agency	Florida Department of Law Enforcement	Project	Uniform Arrest Affidavit

PROJECT COST SUMMARY	*PROJECT COST SUMMARY (from CBAForm 2A)*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
TOTAL PROJECT COSTS (*)	$7,122,149	$4,449,636	$0	$0	$0	$12,354,893
CUMULATIVE PROJECT COSTS *(includes Current & Previous Years' Project-Related Costs)*	$7,905,257	$12,354,893	$12,354,893	$12,354,893	$12,354,893	
Total Costs are carried forward to CBAForm3 Project Investment Summary worksheet.						

PROJECT FUNDING SOURCES	*PROJECT FUNDING SOURCES - CBAForm 2B*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
General Revenue	$7,025,613	$4,353,100	$0	$0	$0	$11,378,714
Trust Fund	$96,536	$96,536	$0	$0	$0	$193,071
Federal Match ☐	$0	$0	$0	$0	$0	$0
Grants ☐	$0	$0	$0	$0	$0	$0
Other ☐ Specify	$0	$0	$0	$0	$0	$0
TOTAL INVESTMENT	$7,122,149	$4,449,636	$0	$0	$0	$11,571,785
CUMULATIVE INVESTMENT	$7,122,149	$11,571,785	$11,571,785	$11,571,785	$11,571,785	

Characterization of Project Cost Estimate - CBAForm 2C			
Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous	x	Confidence Level	10%
Order of Magnitude		Confidence Level	
Placeholder		Confidence Level	

CBAForm 3 - Project Investment Summary

Agency	Florida Department of Law Enforcement	Project	Uniform Arrest Affidavit

COST BENEFIT ANALYSIS -- CBAForm 3A						
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL FOR ALL YEARS
Project Cost	$7,122,149	$4,449,636	$0	$0	$0	$12,354,893
Net Tangible Benefits	($847,727)	($1,586,902)	($1,865,246)	($1,865,246)	($1,865,246)	($8,030,367)
Return on Investment	($8,752,984)	($6,036,538)	($1,865,246)	($1,865,246)	($1,865,246)	($20,385,260)
Year to Year Change in Program Staffing	0	3	7	7	7	

RETURN ON INVESTMENT ANALYSIS -- CBAForm 3B		
Payback Period (years)	NO PAYBACK	Payback Period is the time required to recover the investment costs of the project.
Breakeven Fiscal Year	NO PAYBACK	Fiscal Year during which the project's investment costs are recovered.
Net Present Value (NPV)	($18,964,351)	NPV is the present-day value of the project's benefits less costs over the project's lifecycle.
Internal Rate of Return (IRR)	NO IRR	IRR is the project's rate of return.

Investment Interest Earning Yield -- CBAForm 3C					
Fiscal Year	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Cost of Capital	3.30%	3.42%	3.51%	3.63%	3.80%

Title:	Uniform Arrest Affidavit		
Tracking #:	TBD		
Customer:	Criminal Justice Information Services		
Manager:	David Gillespie		
Planned Start:	7/1/2019	**Planned Finish:**	6/30/2022
Duration (mos):	36.5		
Baseline Date:	10/1/2018		
Revision Date:	10/8/2020	**Version #:**	2.0

Project Budget	**Actual**	**Planned**	**Planned**	**Planned**	
Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**	**Totals**
Staff					
State Staff	$136,890	$286,231	$228,576	$481,580	$1,133,278
OPS	$0	$0	$0		$0
Expenses					
Other Expenses	$0	$0	$50,000	$50,000	$100,000
OCO	$0	$0	$0	$0	$0
Contract Services					
Contract Staff	$147,879	$92,995	$582,400	$582,400	$1,405,674
Project Deliverables	$114,000	$0	$6,011,000	$3,125,000	$9,250,000
Other IT Services	$0	$0	$231,801	$151,364	$383,165
Other	$3,599	$1,513	$18,372	$59,292	$82,776
Total	**$402,368**	**$380,740**	**$7,122,149**	**$4,449,636**	**$12,354,893**

Maintenance Budget

Cost Elements	**FY 19/20**	**FY 20/21**	**FY 21/22**	**FY 22/23**	**Totals**
Maintenance Expenses	$2,500	$184,754	$547,727	$547,727	$1,282,708
Contracted Services Maintenance	$0	$0	$300,000	$720,000	$1,020,000
Total	**$2,500**	**$184,754**	**$847,727**	**$1,267,727**	**$2,302,708**

Title:	Uniform Arrest Affidavit	**Planned Costs:**				
Tracking #:	TBD					
Manager:	David GIllespie					
Duration:	36.5					
Baseline Date:	10/1/2018					
Revision Date:	October 8, 2020					
Version #:	2.0					

Cost Elements	Description	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Planned Total
Salary & OPS						
	Criminal Justice Information Consultant I	$13,820	$14,882			$28,702
	Criminal Justice Information Consultant II	$19,811	$69,334	$22,461	$22,461	$134,067
	Bureau Chief	$9,774	$9,774	$38,866	$38,866	$97,280
	Senior Managemnet Analyst Supervisor	$18,751	$18,751	$38,715	$38,715	$114,932
	Criminal Justice Information Consultant II	$40,214	$69,334	$22,461	$22,461	$154,469
	Criminal Justice Information Consultant I (Re-purposed)	$21,575	$52,078		$0	$73,653
	Criminal Justice Information Consultant I (Re-purposed)	$12,945	$52,078		$0	$65,023
	Planning and Policy Administrator			$29,444	$29,444	$58,888
	Senior Managemnet Analyst Supervisor			$25,552	$25,552	$51,104
	Administrative Assistant I			$14,315	$14,315	$28,629
	Operations and Management Consultant Supervisor			$36,763	$36,763	$73,526
Requested in 22-23 LBR	Criminal Justice Information Consultant II				$68,063	$68,063
Requested in 22-23 LBR	Criminal Justice Information Consultant I				$61,647	$61,647
Requested in 22-23 LBR	Criminal Justice Information Consultant I				$61,647	$61,647
Requested in 22-23 LBR	Criminal Justice Information Consultant I				$61,647	$61,647
Full Time Employees	**Subtotal**	**$ 136,890**	**$ 286,231**	**$ 228,576**	**$ 481,580**	**$ 1,133,278**
	None					$0
						$0
						$0
OPS	**Subtotal**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
State Staff	**Subtotal**	**$ 136,890**	**$286,231**	**$ 228,576**	**$ 481,580**	**$ 1,133,278**
Expenses						**0**
						$0
	Redhat License			$10,000	$10,000	$20,000
	Cloud Storage		$22,709	$337,727	$337,727	$698,163
	Geomapping	$2,500	$0	$50,000	$50,000	$102,500
	Third Party Software		$162,045	$150,000	$150,000	$462,045

Title:	Uniform Arrest Affidavit	**Planned Costs:**
Tracking #:	TBD	
Manager:	David GIllespie	
Duration:	36.5	
Baseline Date:	10/1/2018	
Revision Date:	October 8, 2020	
Version #:	2.0	

Cost Elements	Description	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Planned Total
						$0
Project Deliverables	**Subtotal**	**$ 2,500**	**$ 184,754**	**$ 547,727**	**$ 547,727**	**$ 1,282,708**
						$0
						$0
Software	**Subtotal**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
						$0
						$0
	Contingency		$0	$50,000	$50,000	$100,000
Other Expenses		**$0**	**$0**	**$50,000**	**$50,000**	**$100,000**
Expenses	**Subtotal**	**$ 2,500**	**$184,754**	**$ 597,727**	**$ 597,727**	**$ 1,382,708**
Operating Capital Outlay						**0**
						$0
						$0
Operating Capital Outlay	**Subtotal**	**$ -**	**$ -**	**$ -**		**$ -**
Contract Services						**0**
	Enterprise Application Engineer	$87,048	$23,751	$208,000	$208,000	$526,799
	Business Management Specialist	$60,831	$45,744	$187,200	$187,200	$480,975
	Data Analyst		$23,500	$187,200	$187,200	$397,900
Contract Staff	**Subtotal**	**$147,879**	**$92,995**	**$582,400**	**$582,400**	**$1,405,674**
	UAA - 1.0.0 Project Management Plan Documents / SAD			$285,000		$285,000
	UAA - 2.0.0 Installed Configured Products			$855,000		$855,000
	UAA - 3.0.0 Solution Implementation (Web)			$1,425,000		$1,425,000
	UAA - 4.0.0 Solution Implementation (Mobile)			$855,000		$855,000
	UAA - 5.0.0 Training			$766,909		$766,909
	UAA - 6.0.0 Operational Acceptance Test (OAT) - Start (Retainage)			$226,364		$226,364
	UAA - 7.0.0 Operational Acceptance Test (OAT) - End			$1,472,727		$1,472,727
	UAA - 8.0.0 Maintenance Plan	$114,000				$114,000
	Court Case Initiation				$3,000,000	$3,000,000

Title:	Uniform Arrest Affidavit	**Planned Costs:**				
Tracking #:	TBD					
Manager:	David GIllespie					
Duration:	36.5					
Baseline Date:	10/1/2018					
Revision Date:	October 8, 2020					
Version #:	2.0					

Cost Elements	Description	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Planned Total
	Contingency		-	$125,000	$125,000	$ 250,000.00
Project Deliverables	**Subtotal**	**$114,000**	**$0**	**$6,011,000**	**$3,125,000**	**$9,250,000**
	Maintenance - UAA Product Support UAA - 9.0.0		-	210,000	504,000	$714,000
	Maintenance - UAA Operational Support UAA - 9.0.1		-	90,000	216,000	$306,000
Maintenance	**Subtotal**	**$0**	**$0**	**$300,000**	**$720,000**	**$1,020,000**
	IV & V Services		-	$231,801	$151,364	$383,165
						$ -
Other IT Services	**Subtotal**	**$0**	**$0**	**$231,801**	**$151,364**	**$383,165**
Contract Services	**Subtotal**	**$261,879**	**$92,995**	**$7,125,201**	**$4,578,764**	**$12,058,839**
Other						**0**
						$0
						$0
						$0
	FTE Expense			16,859.00	57,015.00	$73,874
3599	HR Expense	$3,599	$1,513	1,513.00	$2,277	$8,902
						$0
		$3,599	$1,513	$18,372	$59,292	$82,776
Other	**Subtotal**	**$3,599**	**$1,513**	**$18,372**	**$59,292**	**$82,776**
Grand Total		**$404,868**	**$565,494**	**$7,969,876**	**$5,717,363**	**$14,657,601**

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
1	**1**	**Uniform Arrest Affidavit (UAA)**	**45%**	**Fri 2/14/20**	**Fri 6/30/23**	**867 days**
2	1.1	Original Signed Contract	100%	Fri 2/14/20	Fri 2/14/20	0 days
3	1.2	Hold Project Kick-Off Meeting	100%	Mon 2/24/20	Mon 2/24/20	0 days
4	1.3	Disambiguate and Finalize FAA Requirements	100%	Mon 2/24/20	Fri 3/6/20	10 days
5	1.4	Disambiguate and Finalize Florida CJIS Portal (aka Data Lake, aka Staging Environm	100%	Fri 3/6/20	Fri 3/20/20	10 days
6	1.5	FDLE to provide Azure Tenant Access, Best Practices, and Decision on Environmen	100%	Fri 5/1/20	Fri 5/1/20	1 day
7	1.6	FDLE Decision on Technology Stack	100%	Fri 5/1/20	Fri 5/1/20	0 days
8	1.7	Set up B2C (Gov Cloud)	100%	Mon 5/4/20	Tue 5/12/20	7 days
9	1.8	AD B2C POC (GCOM Azure Tenant)	100%	Wed 5/13/20	Fri 5/22/20	8 days
10	1.9	Fix FDLE provided Azure Tenant to work with B2C POC (Gov Cloud)	100%	Wed 5/13/20	Tue 5/26/20	9 days
11	1.10	Transfer B2C Code to Gov Cloud	100%	Wed 5/27/20	Thu 5/28/20	2 days
12	1.11	B2C POC Decision	100%	Fri 5/29/20	Fri 5/29/20	1 day
13	1.12	Approval of Federation process	100%	Mon 6/1/20	Mon 6/1/20	1 day
14	1.13	Negotiate New Go-Live Dates	100%	Mon 5/4/20	Tue 5/12/20	7 days
15	1.14	Prepare Change Request	100%	Wed 5/13/20	Tue 5/26/20	10 days
16	1.15	Review and Update Change Request	100%	Wed 5/27/20	Tue 6/9/20	10 days
17	1.16	Review and Approve Change Request	100%	Wed 6/10/20	Mon 6/15/20	4 days
18	1.17	Change Request Approval and Signature	100%	Mon 6/15/20	Mon 6/15/20	0 days
19	1.18	FDLE Approves IEPD v1.2	100%	Wed 4/22/20	Wed 4/22/20	0 days
20	**1.19**	**Perform Project Management**	**100%**	**Mon 2/24/20**	**Fri 6/12/20**	**79 days**
21	**1.19.1**	**Create the Project Schedule**	**100%**	**Mon 3/23/20**	**Fri 6/12/20**	**59 days**
22	1.19.1.1	Develop Microsoft Project Schedule v1.0	100%	Mon 3/23/20	Fri 4/3/20	10 days
23	1.19.1.2	Review Schedule v1.0	100%	Mon 4/6/20	Fri 4/17/20	10 days
24	1.19.1.3	Update Schedule v1.1	100%	Mon 4/20/20	Fri 5/1/20	10 days
25	1.19.1.4	Review Schedule v1.1	100%	Mon 5/4/20	Fri 5/15/20	10 days
26	1.19.1.5	Update Schedule v1.2	100%	Mon 5/18/20	Wed 5/27/20	8 days
27	1.19.1.6	Review Schedule v1.2	100%	Thu 5/28/20	Wed 6/3/20	5 days
28	1.19.1.7	Update Schedule v1.3	100%	Thu 6/4/20	Sun 6/7/20	2 days
29	1.19.1.8	Review and Approve Schedule v1.3 (filename = 06/12/2020)	100%	Mon 6/8/20	Wed 6/10/20	3 days
30	1.19.1.9	Schedule Approved	100%	Wed 6/10/20	Wed 6/10/20	0 days
31	1.19.1.10	Project Schedule Baselined	100%	Fri 6/12/20	Fri 6/12/20	0 days
32	**1.19.2**	**Create Project Management Plan**	**100%**	**Mon 2/24/20**	**Wed 6/10/20**	**78 days**
33	1.19.2.1	Develop PM Plan v1.0	100%	Mon 2/24/20	Fri 3/6/20	10 days
34	1.19.2.2	Review PM Plan v1.0	100%	Mon 3/9/20	Thu 3/12/20	4 days
35	1.19.2.3	Update PM Plan v1.1	100%	Fri 3/13/20	Fri 3/13/20	1 day
36	1.19.2.4	Review PM Plan v1.1	100%	Mon 3/16/20	Fri 3/20/20	3 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
37	1.19.2.5	Update PM Plan v1.2	100%	Mon 3/23/20	Tue 3/31/20	7 days
38	1.19.2.6	Review PM Plan v1.2	100%	Wed 4/1/20	Thu 4/2/20	2 days
39	1.19.2.7	Update PM Plan v1.3	100%	Fri 4/3/20	Mon 4/6/20	2 days
40	1.19.2.8	Review and Approve PM Plan v1.3	100%	Tue 4/7/20	Wed 6/10/20	46 days
41	1.19.2.9	PM Plan Approved	100%	Wed 6/10/20	Wed 6/10/20	0 days
42	**1.19.3**	**Create Defect Management and Resolution Plan**	**100%**	**Mon 2/24/20**	**Wed 4/15/20**	**38 days**
43	1.19.3.1	Develop Defect Management and Resolution Plan v1.0	100%	Mon 2/24/20	Fri 3/6/20	10 days
44	1.19.3.2	Review Defect Management and Resolution Plan v1.0	100%	Mon 3/9/20	Wed 3/11/20	3 days
45	1.19.3.3	Update Defect Management and Resolution Plan v1.1	100%	Thu 3/12/20	Tue 3/17/20	4 days
46	1.19.3.4	Review Defect Management and Resolution Plan v1.1	100%	Wed 3/18/20	Wed 3/25/20	6 days
47	1.19.3.5	Update Defect Management and Resolution Plan v1.2	100%	Thu 3/26/20	Tue 3/31/20	4 days
48	1.19.3.6	Review Defect Management and Resolution Plan v1.2	100%	Wed 4/1/20	Thu 4/2/20	2 days
49	1.19.3.7	Update Defect Management and Resolution Plan v1.3	100%	Fri 4/3/20	Sat 4/4/20	1 day
50	1.19.3.8	Review Defect Management and Resolution Plan v1.3	100%	Mon 4/6/20	Mon 4/13/20	6 days
51	1.19.3.9	Update Defect Management and Resolution Plan v1.4	100%	Tue 4/14/20	Tue 4/14/20	1 day
52	1.19.3.10	Review Defect Management and Resolution Plan v1.4	100%	Wed 4/15/20	Wed 4/15/20	1 day
53	1.19.3.11	Defect Management and Resolution Plan Approved	100%	Wed 4/15/20	Wed 4/15/20	0 days
54	**1.20**	**Project Continuous Monitoring and Control - 2020 Tasks**	**0%**	**Thu 3/5/20**	**Thu 6/30/22**	**595 days**
55	**1.20.1**	**Create Monthly Project Status Report**	**0%**	**Thu 3/5/20**	**Sun 6/5/22**	**577 days**
56	1.20.1.1	Create Monthly Project Status Report 1 (February 2020)	100%	Thu 3/5/20	Thu 3/5/20	0 days
57	1.20.1.2	Create Monthly Project Status Report 2 (March 2020)	100%	Fri 4/3/20	Fri 4/3/20	0 days
58	1.20.1.3	Create Monthly Project Status Report 3 (April 2020)	100%	Tue 5/5/20	Tue 5/5/20	0 days
59	1.20.1.4	Create Monthly Project Status Report 4 (May 2020)	100%	Fri 6/5/20	Fri 6/5/20	0 days
60	1.20.1.5	Create Monthly Project Status Report 5 (June 2020)	100%	Fri 6/5/20	Fri 6/5/20	0 days
61	1.20.1.6	Create Monthly Project Status Report 6 (July 2020)	100%	Mon 7/6/20	Mon 7/6/20	0 days
62	1.20.1.7	Create Monthly Project Status Report 7 (August 2020)	100%	Wed 8/5/20	Wed 8/5/20	0 days
63	1.20.1.8	**PROJECT SUSPENDED**	100%	Mon 9/21/20	Mon 9/21/20	0 days
64	1.20.1.9	Create Monthly Project Status Report 18 (July 2021)	0%	Tue 7/6/21	Tue 7/6/21	0 days
65	1.20.1.10	Create Monthly Project Status Report 19 (August 2021)	0%	Thu 8/5/21	Thu 8/5/21	0 days
66	1.20.1.11	Create Monthly Project Status Report 20 (September 2021)	0%	Sun 9/5/21	Sun 9/5/21	0 days
67	1.20.1.12	Create Monthly Project Status Report 21 (October 2021)	0%	Tue 10/5/21	Tue 10/5/21	0 days
68	1.20.1.13	Create Monthly Project Status Report 22 (November 2021)	0%	Fri 11/5/21	Fri 11/5/21	0 days
69	1.20.1.14	Create Monthly Project Status Report 23 (December 2021)	0%	Sun 12/5/21	Sun 12/5/21	0 days
70	1.20.1.15	Create Monthly Project Status Report 24 (January 2022)	0%	Wed 1/5/22	Wed 1/5/22	0 days
71	1.20.1.16	Create Monthly Project Status Report 25 (February 2022)	0%	Sat 2/5/22	Sat 2/5/22	0 days
72	1.20.1.17	Create Monthly Project Status Report 26 (March 2022)	0%	Sat 3/5/22	Sat 3/5/22	0 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
73	1.20.1.18	Create Monthly Project Status Report 27 (April 2022)	0%	Tue 4/5/22	Tue 4/5/22	0 days
74	1.20.1.19	Create Monthly Project Status Report 28 (May 2022)	0%	Thu 5/5/22	Thu 5/5/22	0 days
75	1.20.1.20	Create Monthly Project Status Report 29 (June 2022)	0%	Sun 6/5/22	Sun 6/5/22	0 days
76	**1.20.2**	**Perform Weekly Schedule Update**	**0%**	**Thu 3/5/20**	**Thu 6/30/22**	**595 days**
77	1.20.2.1	Perform Weekly Schedule Update 1	100%	Thu 3/5/20	Thu 3/5/20	0 days
78	1.20.2.2	Perform Weekly Schedule Update 2	100%	Thu 3/12/20	Thu 3/12/20	0 days
79	1.20.2.3	Perform Weekly Schedule Update 3	100%	Thu 3/19/20	Thu 3/19/20	0 days
80	1.20.2.4	Perform Weekly Schedule Update 4	100%	Thu 3/26/20	Thu 3/26/20	0 days
81	1.20.2.5	Perform Weekly Schedule Update 5	100%	Thu 4/2/20	Thu 4/2/20	0 days
82	1.20.2.6	Perform Weekly Schedule Update 6	100%	Thu 4/9/20	Thu 4/9/20	0 days
83	1.20.2.7	Perform Weekly Schedule Update 7	100%	Thu 4/16/20	Thu 4/16/20	0 days
84	1.20.2.8	Perform Weekly Schedule Update 8	100%	Thu 4/23/20	Thu 4/23/20	0 days
85	1.20.2.9	Perform Weekly Schedule Update 9	100%	Thu 4/30/20	Thu 4/30/20	0 days
86	1.20.2.10	Perform Weekly Schedule Update 10	100%	Thu 5/7/20	Thu 5/7/20	0 days
87	1.20.2.11	Perform Weekly Schedule Update 11	100%	Thu 5/14/20	Thu 5/14/20	0 days
88	1.20.2.12	Perform Weekly Schedule Update 12	100%	Thu 5/21/20	Thu 5/21/20	0 days
89	1.20.2.13	Perform Weekly Schedule Update 13	100%	Thu 5/28/20	Thu 5/28/20	0 days
90	1.20.2.14	Perform Weekly Schedule Update 14	100%	Thu 6/4/20	Thu 6/4/20	0 days
91	1.20.2.15	Perform Weekly Schedule Update 15	100%	Thu 6/11/20	Thu 6/11/20	0 days
92	1.20.2.16	Perform Weekly Schedule Update 16	100%	Thu 6/18/20	Thu 6/18/20	0 days
93	1.20.2.17	Perform Weekly Schedule Update 17	100%	Thu 6/25/20	Thu 6/25/20	0 days
94	1.20.2.18	Perform Weekly Schedule Update 18	100%	Thu 7/2/20	Thu 7/2/20	0 days
95	1.20.2.19	Perform Weekly Schedule Update 19	100%	Thu 7/9/20	Thu 7/9/20	0 days
96	1.20.2.20	Perform Weekly Schedule Update 20	100%	Thu 7/16/20	Thu 7/16/20	0 days
97	1.20.2.21	Perform Weekly Schedule Update 21	100%	Thu 7/23/20	Thu 7/23/20	0 days
98	1.20.2.22	Perform Weekly Schedule Update 22	100%	Thu 7/30/20	Thu 7/30/20	0 days
99	1.20.2.23	Perform Weekly Schedule Update 23	100%	Thu 8/6/20	Thu 8/6/20	0 days
100	1.20.2.24	Perform Weekly Schedule Update 24	100%	Thu 8/13/20	Thu 8/13/20	0 days
101	1.20.2.25	Perform Weekly Schedule Update 25	100%	Thu 8/20/20	Thu 8/20/20	0 days
102	1.20.2.26	Perform Weekly Schedule Update 26	100%	Thu 8/27/20	Thu 8/27/20	0 days
103	1.20.2.27	Perform Weekly Schedule Update 27	100%	Thu 9/3/20	Thu 9/3/20	0 days
104	1.20.2.28	Perform Weekly Schedule Update 28	100%	Thu 9/10/20	Thu 9/10/20	0 days
105	1.20.2.29	Perform Weekly Schedule Update 29	100%	Thu 9/17/20	Thu 9/17/20	0 days
106	1.20.2.30	**PROJECT SUSPENDED**	100%	Mon 9/21/20	Mon 9/21/20	0 days
107	**1.20.2.31**	**Re-Initiate Project**	**0%**	**Tue 7/6/21**	**Tue 8/3/21**	**21 days**
108	1.20.2.31.1	Re-initiate Project	0%	Tue 7/6/21	Tue 7/6/21	0 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
109	1.20.2.31.2	Update Project Charter	0%	Tue 7/6/21	Fri 7/23/21	14 days
110	1.20.2.31.3	Update Project Management Plan	0%	Tue 7/6/21	Tue 8/3/21	21 days
111	1.20.2.31.4	Update Project Schedule	0%	Tue 7/6/21	Tue 8/3/21	21 days
112	1.20.2.31.5	MILESTONE - Re-Initiate Project Complete	0%	Tue 8/3/21	Tue 8/3/21	0 days
113	**1.20.2.32**	**Reactivate Azure Cloud Environment for Project**	**0%**	**Tue 7/6/21**	**Mon 8/2/21**	**20 days**
114	1.20.2.32.1	Activate Vendor access to FDLE systems	0%	Tue 7/6/21	Mon 7/19/21	10 days
115	1.20.2.32.2	Activate Azure (Gov Cloud): Development, Test, Production, Disaster Reco	0%	Tue 7/20/21	Mon 8/2/21	10 days
116	1.20.2.32.3	Activate AD Solution	0%	Tue 7/20/21	Mon 8/2/21	10 days
117	1.20.2.32.4	MILESTONE - Reactivate Azure Cloud Environment Complete	0%	Mon 8/2/21	Mon 8/2/21	0 days
118	1.20.2.33	Perform Weekly Schedule Update 71	0%	Thu 7/8/21	Thu 7/8/21	0 days
119	1.20.2.34	Perform Weekly Schedule Update 72	0%	Thu 7/15/21	Thu 7/15/21	0 days
120	1.20.2.35	Perform Weekly Schedule Update 73	0%	Thu 7/22/21	Thu 7/22/21	0 days
121	1.20.2.36	Perform Weekly Schedule Update 74	0%	Thu 7/29/21	Thu 7/29/21	0 days
122	1.20.2.37	Perform Weekly Schedule Update 75	0%	Thu 8/5/21	Thu 8/5/21	0 days
123	1.20.2.38	Perform Weekly Schedule Update 76	0%	Thu 8/12/21	Thu 8/12/21	0 days
124	1.20.2.39	Perform Weekly Schedule Update 77	0%	Thu 8/19/21	Thu 8/19/21	0 days
125	1.20.2.40	Perform Weekly Schedule Update 78	0%	Thu 8/26/21	Thu 8/26/21	0 days
126	1.20.2.41	Perform Weekly Schedule Update 79	0%	Thu 9/2/21	Thu 9/2/21	0 days
127	1.20.2.42	Perform Weekly Schedule Update 80	0%	Thu 9/9/21	Thu 9/9/21	0 days
128	1.20.2.43	Perform Weekly Schedule Update 81	0%	Thu 9/16/21	Thu 9/16/21	0 days
129	1.20.2.44	Perform Weekly Schedule Update 82	0%	Thu 9/23/21	Thu 9/23/21	0 days
130	1.20.2.45	Perform Weekly Schedule Update 83	0%	Thu 9/30/21	Thu 9/30/21	0 days
131	1.20.2.46	Perform Weekly Schedule Update 84	0%	Thu 10/7/21	Thu 10/7/21	0 days
132	1.20.2.47	Perform Weekly Schedule Update 85	0%	Thu 10/14/21	Thu 10/14/21	0 days
133	1.20.2.48	Perform Weekly Schedule Update 86	0%	Thu 10/21/21	Thu 10/21/21	0 days
134	1.20.2.49	Perform Weekly Schedule Update 87	0%	Thu 10/28/21	Thu 10/28/21	0 days
135	1.20.2.50	Perform Weekly Schedule Update 88	0%	Thu 11/4/21	Thu 11/4/21	0 days
136	1.20.2.51	Perform Weekly Schedule Update 89	0%	Thu 11/11/21	Thu 11/11/21	0 days
137	1.20.2.52	Perform Weekly Schedule Update 90	0%	Thu 11/18/21	Thu 11/18/21	0 days
138	1.20.2.53	Perform Weekly Schedule Update 91	0%	Thu 11/25/21	Thu 11/25/21	0 days
139	1.20.2.54	Perform Weekly Schedule Update 92	0%	Thu 12/2/21	Thu 12/2/21	0 days
140	1.20.2.55	Perform Weekly Schedule Update 93	0%	Thu 12/9/21	Thu 12/9/21	0 days
141	1.20.2.56	Perform Weekly Schedule Update 94	0%	Thu 12/16/21	Thu 12/16/21	0 days
142	1.20.2.57	Perform Weekly Schedule Update 95	0%	Thu 12/23/21	Thu 12/23/21	0 days
143	1.20.2.58	Perform Weekly Schedule Update 96	0%	Thu 12/30/21	Thu 12/30/21	0 days
144	1.20.2.59	Perform Weekly Schedule Update 97	0%	Thu 1/6/22	Thu 1/6/22	0 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
145	1.20.2.60	Perform Weekly Schedule Update 98	0%	Thu 1/13/22	Thu 1/13/22	0 days
146	1.20.2.61	Perform Weekly Schedule Update 99	0%	Thu 1/20/22	Thu 1/20/22	0 days
147	1.20.2.62	Perform Weekly Schedule Update 100	0%	Thu 1/27/22	Thu 1/27/22	0 days
148	1.20.2.63	Perform Weekly Schedule Update 101	0%	Thu 2/3/22	Thu 2/3/22	0 days
149	1.20.2.64	Perform Weekly Schedule Update 102	0%	Thu 2/10/22	Thu 2/10/22	0 days
150	1.20.2.65	Perform Weekly Schedule Update 103	0%	Thu 2/17/22	Thu 2/17/22	0 days
151	1.20.2.66	Perform Weekly Schedule Update 104	0%	Thu 2/24/22	Thu 2/24/22	0 days
152	1.20.2.67	Perform Weekly Schedule Update 105	0%	Thu 3/3/22	Thu 3/3/22	0 days
153	1.20.2.68	Perform Weekly Schedule Update 106	0%	Thu 3/10/22	Thu 3/10/22	0 days
154	1.20.2.69	Perform Weekly Schedule Update 107	0%	Thu 3/17/22	Thu 3/17/22	0 days
155	1.20.2.70	Perform Weekly Schedule Update 108	0%	Thu 3/24/22	Thu 3/24/22	0 days
156	1.20.2.71	Perform Weekly Schedule Update 109	0%	Thu 3/31/22	Thu 3/31/22	0 days
157	1.20.2.72	Perform Weekly Schedule Update 110	0%	Thu 4/7/22	Thu 4/7/22	0 days
158	1.20.2.73	Perform Weekly Schedule Update 111	0%	Thu 4/14/22	Thu 4/14/22	0 days
159	1.20.2.74	Perform Weekly Schedule Update 112	0%	Thu 4/21/22	Thu 4/21/22	0 days
160	1.20.2.75	Perform Weekly Schedule Update 113	0%	Thu 4/28/22	Thu 4/28/22	0 days
161	1.20.2.76	Perform Weekly Schedule Update 114	0%	Thu 5/5/22	Thu 5/5/22	0 days
162	1.20.2.77	Perform Weekly Schedule Update 115	0%	Thu 5/12/22	Thu 5/12/22	0 days
163	1.20.2.78	Perform Weekly Schedule Update 116	0%	Thu 5/19/22	Thu 5/19/22	0 days
164	1.20.2.79	Perform Weekly Schedule Update 117	0%	Thu 5/26/22	Thu 5/26/22	0 days
165	1.20.2.80	Perform Weekly Schedule Update 118	0%	Thu 6/2/22	Thu 6/2/22	0 days
166	1.20.2.81	Perform Weekly Schedule Update 119	0%	Thu 6/9/22	Thu 6/9/22	0 days
167	1.20.2.82	Perform Weekly Schedule Update 120	0%	Thu 6/16/22	Thu 6/16/22	0 days
168	1.20.2.83	Perform Weekly Schedule Update 121	0%	Thu 6/23/22	Thu 6/23/22	0 days
169	1.20.2.84	Perform Weekly Schedule Update 122	0%	Thu 6/30/22	Thu 6/30/22	0 days
170	**1.21**	**Design FAA**	**68%**	**Mon 3/23/20**	**Thu 11/4/21**	**417.4 days**
171	**1.21.1**	**Create Architecture Design**	**80%**	**Mon 3/23/20**	**Tue 9/14/21**	**380.4 days**
172	1.21.1.1	Develop Solution Architecture Design Document (SADD), Draft 1	100%	Mon 3/23/20	Mon 4/6/20	10 days
173	1.21.1.2	Develop SADD, Draft #2 v1.0	100%	Mon 4/6/20	Thu 4/16/20	8 days
174	1.21.1.3	Review SADD v1.0	100%	Thu 4/16/20	Mon 4/20/20	2 days
175	1.21.1.4	Update SADD v1.1	100%	Mon 4/20/20	Thu 4/23/20	3 days
176	1.21.1.5	Review SADD v1.1	100%	Fri 4/24/20	Wed 5/6/20	9 days
177	1.21.1.6	Update SADD v1.2	100%	Thu 5/7/20	Mon 6/22/20	33 days
178	1.21.1.7	Review SADD v1.2	100%	Tue 6/23/20	Fri 6/26/20	4 days
179	1.21.1.8	Update SADD v1.2 (cleaned version)	100%	Fri 6/26/20	Fri 6/26/20	0 days
180	1.21.1.9	Review SADD v1.2 (cleaned version)	100%	Fri 6/26/20	Fri 8/28/20	45 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
181	1.21.1.10	Update SADD v1.3	100%	Mon 8/31/20	Thu 9/10/20	9 days
182	1.21.1.11	Review and Approve SADD v1.3	0%	Tue 8/3/21	Tue 9/14/21	30 days
183	1.21.1.12	SADD Approved	0%	Tue 9/14/21	Tue 9/14/21	0 days
184	**1.21.2**	**Create Solution Test Plan**	**90%**	**Fri 4/10/20**	**Wed 8/18/21**	**348.7 days**
185	1.21.2.1	Develop Solution Test Plan v1.0	100%	Fri 4/10/20	Fri 4/17/20	6 days
186	1.21.2.2	Review Solution Test Plan v1.0	100%	Fri 4/17/20	Wed 5/6/20	14 days
187	1.21.2.3	Update Solution Test Plan (research) v1.1	100%	Thu 5/7/20	Thu 5/14/20	6 days
188	1.21.2.4	Update Solution Test Plan (development) v1.1	100%	Fri 5/15/20	Mon 6/22/20	27 days
189	1.21.2.5	Review Solution Test Plan v1.1	100%	Tue 6/23/20	Thu 7/9/20	12 days
190	1.21.2.6	Update Solution Test Plan 1.2	100%	Fri 7/10/20	Wed 7/29/20	14 days
191	1.21.2.7	Review Solution Test Plan v1.2	81%	Thu 7/30/20	Tue 8/10/21	30 days
192	1.21.2.8	Update Solution Test Plan v1.3	0%	Tue 8/10/21	Fri 8/13/21	3 days
193	1.21.2.9	Review and Approve Solution Test Plan v1.3	0%	Fri 8/13/21	Wed 8/18/21	3 days
194	1.21.2.10	Test Plan Approved	0%	Wed 8/18/21	Wed 8/18/21	0 days
195	**1.21.3**	**Create FDLE System Security Plan**	**68%**	**Wed 6/10/20**	**Tue 9/14/21**	**324 days**
196	1.21.3.1	Develop System Security Plan v1.0	100%	Wed 6/10/20	Mon 7/27/20	34 days
197	1.21.3.2	Review System Security Plan v1.0	100%	Tue 7/28/20	Fri 8/7/20	9 days
198	1.21.3.3	Update System Security Plan v1.1	100%	Mon 8/10/20	Tue 9/8/20	22 days
199	1.21.3.4	Review and Approve System Security Plan v1.1	0%	Tue 8/3/21	Tue 9/14/21	30 days
200	1.21.3.5	System Security Plan Approved	0%	Tue 9/14/21	Tue 9/14/21	0 days
201	**1.21.4**	**Perform Requirements Validation**	**0%**	**Tue 10/12/21**	**Tue 10/12/21**	**0 days**
202	1.21.4.1	Requirements Validation (Use Cases accepted)	0%	Tue 10/12/21	Tue 10/12/21	0 days
203	1.21.4.2	Requirements Validation Approved (Use Cases accepted)	0%	Tue 10/12/21	Tue 10/12/21	0 days
204	**1.21.5**	**Create Requirements Traceability Matrix (RTM)**	**13%**	**Wed 6/10/20**	**Thu 11/4/21**	**361 days**
205	1.21.5.1	Develop RTM draft v1.0	100%	Wed 6/10/20	Tue 6/16/20	5 days
206	1.21.5.2	Complete RTM draft v1.0	100%	Wed 6/17/20	Tue 6/23/20	5 days
207	1.21.5.3	Review RTM v1.0	0%	Tue 8/3/21	Thu 10/21/21	57 days
208	1.21.5.4	Update RTM v1.1	0%	Fri 10/22/21	Thu 10/28/21	5 days
209	1.21.5.5	Review RTM v1.1	0%	Fri 10/29/21	Thu 11/4/21	5 days
210	1.21.5.6	Approve RTM v1.1	0%	Thu 11/4/21	Thu 11/4/21	0 days
211	**1.22**	**Develop FAA (Web and Mobile)**	**54%**	**Mon 3/9/20**	**Thu 12/9/21**	**452 days**
212	**1.22.1**	**Complete Customizations**	**58%**	**Mon 3/9/20**	**Tue 10/12/21**	**411 days**
213	**1.22.1.1**	**Perform Gap Analysis**	**56%**	**Mon 4/13/20**	**Tue 10/12/21**	**386 days**
214	1.22.1.1.1	Understand User Requirements	100%	Mon 4/13/20	Tue 4/21/20	7 days
215	**1.22.1.1.2**	**Document Use Cases - Batch 1**	**69%**	**Wed 4/22/20**	**Tue 10/5/21**	**374 days**
216	1.22.1.1.2.1	Document Use Case Documents, Batch 1 (part 1) v1.0	100%	Wed 4/22/20	Wed 4/29/20	6 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
217	1.22.1.1.2.2	Document Use Case Documents, Batch 1 (part 2) v1.0	100%	Thu 4/30/20	Mon 6/8/20	28 days
218	1.22.1.1.2.3	Review Use Case Documents, Batch 1, v1.0	100%	Tue 6/9/20	Tue 6/16/20	6 days
219	1.22.1.1.2.4	Update Use Case Documents, Batch 1, v1.1	100%	Wed 6/17/20	Wed 6/24/20	6 days
220	1.22.1.1.2.5	Review Use Case Documents, Batch 1, v1.1	100%	Thu 6/25/20	Fri 6/26/20	2 days
221	1.22.1.1.2.6	Update Use Case Documents, Batch 1, v1.2	100%	Mon 6/29/20	Wed 7/8/20	8 days
222	1.22.1.1.2.7	Review Use Case Documents, Batch 1, v1.2	100%	Tue 7/7/20	Fri 7/17/20	9 days
223	1.22.1.1.2.8	Update Use Case Documents, Batch 1, v1.3 (pre-review)	100%	Mon 7/20/20	Tue 7/28/20	7 days
224	1.22.1.1.2.9	Review Use Documents, Batch 1, v1.3 (pre-review)	100%	Wed 7/29/20	Thu 8/13/20	12 days
225	1.22.1.1.2.10	Update Use Case Documents, Batch 1, v1.3	100%	Fri 8/14/20	Fri 8/21/20	6 days
226	1.22.1.1.2.11	Review Use Case Documents, Batch 1, v1.3	100%	Mon 8/24/20	Wed 8/26/20	3 days
227	1.22.1.1.2.12	Update Use Case Documents, Batch 1, v1.4	100%	Thu 8/27/20	Tue 9/8/20	9 days
228	1.22.1.1.2.13	Review Use Case Documents, Batch 1, v1.4	0%	Tue 8/3/21	Tue 10/5/21	45 days
229	1.22.1.1.2.14	Batch 1 UC documents approved, v1.4	0%	Tue 10/5/21	Tue 10/5/21	0 days
230	**1.22.1.1.3**	**Document Use Cases - Batch 2**	**55%**	**Tue 6/9/20**	**Tue 10/5/21**	**340 days**
231	1.22.1.1.3.1	Document Use Case Documents, Batch 2, v1.0	100%	Tue 6/9/20	Tue 6/16/20	6 days
232	1.22.1.1.3.2	Review Use Case Documents, Batch 2, v1.0	100%	Wed 6/17/20	Fri 6/26/20	6 days
233	1.22.1.1.3.3	Update Use Case Documents, Batch 2, v1.1	100%	Fri 6/26/20	Wed 8/26/20	43 days
234	1.22.1.1.3.4	Review Use Case Documents, Batch 2, v1.1	0%	Tue 8/3/21	Tue 10/5/21	45 days
235	1.22.1.1.3.5	Batch 2 UC documents approved, v1.1	0%	Tue 10/5/21	Tue 10/5/21	0 days
236	**1.22.1.1.4**	**Document Use Cases - Batch 3**	**24%**	**Wed 8/26/20**	**Tue 10/12/21**	**288.75 days**
237	1.22.1.1.4.1	Document Use Case Documents, Batch 3, v1.0	100%	Wed 8/26/20	Thu 9/17/20	16 days
238	1.22.1.1.4.2	Review Use Case Documents, Batch 3, v1.0	0%	Tue 8/3/21	Tue 10/5/21	45 days
239	1.22.1.1.4.3	Update Use Case Documents, Batch 3, v1.1	0%	Wed 10/6/21	Thu 10/7/21	2 days
240	1.22.1.1.4.4	Review Use Case Documents, Batch 3, v1.1	0%	Fri 10/8/21	Tue 10/12/21	3 days
241	1.22.1.1.4.5	Batch 3 UC documents approved, v1.1	0%	Tue 10/12/21	Tue 10/12/21	0 days
242	**1.22.1.2**	**Develop the FAA Solution in the DEV Environment**	**74%**	**Mon 3/9/20**	**Mon 8/23/21**	**376 days**
243	1.22.1.2.1	Map Schema: statutes to IEPD	100%	Mon 3/9/20	Mon 3/16/20	6 days
244	1.22.1.2.2	Map Schema: FAA to IEPD	100%	Tue 3/17/20	Tue 3/24/20	6 days
245	1.22.1.2.3	Add FIBRS to Kologik schema	100%	Wed 3/25/20	Fri 3/27/20	3 days
246	1.22.1.2.4	Update PERSON entity & dependencies for Web Services	100%	Mon 5/25/20	Wed 6/10/20	4 days
247	1.22.1.2.5	Update statute manager: data model	100%	Mon 5/11/20	Tue 6/9/20	10 days
248	1.22.1.2.6	Update statute manager: UI	100%	Mon 5/11/20	Fri 6/5/20	9 days
249	1.22.1.2.7	Update FR UI	100%	Wed 6/10/20	Wed 6/17/20	5 days
250	1.22.1.2.8	Update statute manager: roles & validation	100%	Wed 6/17/20	Mon 6/29/20	8 days
251	1.22.1.2.9	FDLE ITS has TEST environment ready for us	100%	Mon 6/15/20	Mon 6/15/20	0 days
252	1.22.1.2.10	FDLE ITS B2C setup	100%	Fri 6/19/20	Fri 6/19/20	0 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
253	1.22.1.2.11	Finalize B2C setup	100%	Fri 6/19/20	Mon 6/22/20	2 days
254	1.22.1.2.12	Understand reporting requirements/definitions: weeks 1-2	100%	Wed 4/22/20	Tue 5/5/20	10 days
255	1.22.1.2.13	Understand reporting requirements/definitions: weeks 3-4	100%	Wed 5/6/20	Tue 5/19/20	10 days
256	1.22.1.2.14	Stand up base FAA in internal Kologik Azure environment	100%	Wed 5/20/20	Tue 6/2/20	10 days
257	1.22.1.2.15	FDLE ITS DEV environment ready	100%	Mon 5/11/20	Mon 5/11/20	0 days
258	1.22.1.2.16	Update ADDRESS entity & dependencies for Web Services	65%	Wed 6/3/20	Tue 8/3/21	2 days
259	1.22.1.2.17	Update CHARGE entity & dependencies for Web Services	65%	Fri 6/5/20	Thu 8/5/21	4 days
260	1.22.1.2.18	Update SMT entity for Web services	65%	Thu 6/11/20	Thu 8/5/21	2 days
261	1.22.1.2.19	Update other entities for Web services	65%	Mon 6/15/20	Mon 8/9/21	4 days
262	1.22.1.2.20	Update Web service wrappers	70%	Fri 6/19/20	Tue 8/10/21	4 days
263	1.22.1.2.21	Separate Web from middleware	30%	Wed 6/17/20	Mon 8/9/21	7 days
264	1.22.1.2.22	Add FIBRS to FAAM	20%	Fri 6/26/20	Tue 8/10/21	1 day
265	1.22.1.2.23	Update FAAM UI and middleware as needed	70%	Mon 6/29/20	Thu 8/12/21	6 days
266	1.22.1.2.24	Update FAAM: misc Web service wrappers	0%	Thu 8/12/21	Wed 8/18/21	4 days
267	1.22.1.2.25	Update FAAM: agency management updates	0%	Thu 8/12/21	Tue 8/17/21	3 days
268	1.22.1.2.26	FDLE ITS Active Directory in FDLE AZURE DEV is stood up	100%	Mon 5/11/20	Mon 5/11/20	0 days
269	1.22.1.2.27	Integrate with AD, auth	0%	Tue 8/3/21	Mon 8/16/21	10 days
270	1.22.1.2.28	Test AD & auth	0%	Tue 8/17/21	Mon 8/23/21	5 days
271	1.22.1.2.29	Update SMT entity	70%	Fri 6/5/20	Tue 8/3/21	1 day
272	1.22.1.2.30	Update other entities	90%	Mon 6/8/20	Wed 8/4/21	2 days
273	1.22.1.2.31	Remove 2nd-level approval from FAA	50%	Wed 6/10/20	Wed 8/4/21	1 day
274	1.22.1.2.32	Update PERSON entity & dependencies	100%	Thu 6/11/20	Thu 6/11/20	1 day
275	1.22.1.2.33	Update ADDRESS entity	100%	Fri 6/12/20	Mon 6/15/20	2 days
276	1.22.1.2.34	Update CHARGE entity & dependencies	100%	Tue 6/16/20	Wed 6/17/20	2 days
277	1.22.1.2.35	Update mobile framework	30%	Mon 6/29/20	Fri 8/20/21	5 days
278	1.22.1.2.36	FDLE ITS Active Directory in FDLE Azure TEST is stood up	0%	Mon 8/2/21	Mon 8/2/21	0 days
279	1.22.1.2.37	Develop reports: weeks 1-2	100%	Fri 6/5/20	Wed 6/17/20	9 days
280	1.22.1.2.38	Develop reports: weeks 3-4	60%	Thu 6/18/20	Fri 8/6/21	9 days
281	**1.22.1.3**	**Perform Testing**	**0%**	**Mon 8/2/21**	**Mon 9/13/21**	**29 days**
282	1.22.1.3.1	Create / Update Test cases	0%	Tue 8/3/21	Mon 8/30/21	20 days
283	1.22.1.3.2	Execute Test Cases	0%	Tue 8/31/21	Wed 9/1/21	2 days
284	1.22.1.3.3	Perform Integration testing	0%	Thu 9/2/21	Tue 9/7/21	3 days
285	1.22.1.3.4	Portal is ready for Integration Testing	0%	Mon 8/2/21	Mon 8/2/21	0 days
286	1.22.1.3.5	Perform Integration testing with Portal	0%	Thu 9/2/21	Tue 9/7/21	3 days
287	1.22.1.3.6	Perform Integration testing with CCH	0%	Thu 9/2/21	Tue 9/7/21	3 days
288	1.22.1.3.7	Perform Integration testing with CJDT	0%	Thu 9/2/21	Tue 9/7/21	3 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
289	1.22.1.3.8	Review Test Results	0%	Wed 9/8/21	Mon 9/13/21	4 days
290	**1.22.2**	**Test the FAA-Web Solution in the TEST Environment**	**0%**	**Fri 11/5/21**	**Fri 11/5/21**	**1 day**
291	1.22.2.1	Deploy Code to Test Environment	0%	Fri 11/5/21	Fri 11/5/21	1 day
292	**1.22.3**	**Perform Solution / Performance Testing**	**0%**	**Mon 11/8/21**	**Mon 12/6/21**	**20 days**
293	1.22.3.1	Develop and Submit Performance Test Plan	0%	Mon 11/8/21	Tue 11/16/21	7 days
294	1.22.3.2	Conduct Solution & Performance Testing Week 1	0%	Thu 11/18/21	Wed 11/24/21	5 days
295	1.22.3.3	Conduct Solution & Performance Testing Week 2	0%	Mon 11/29/21	Fri 12/3/21	5 days
296	1.22.3.4	Provide FDLE with non-functional test results	0%	Mon 12/6/21	Mon 12/6/21	1 day
297	**1.22.4**	**Perform FAT/UAT Testing (Web)**	**0%**	**Mon 11/8/21**	**Thu 12/9/21**	**23 days**
298	1.22.4.1	Conduct FAT/ Security Testing for Web	0%	Mon 11/8/21	Mon 11/15/21	5 days
299	1.22.4.2	Fix Defects from FAT for Web	0%	Tue 11/16/21	Wed 11/17/21	2 days
300	1.22.4.3	Conduct UAT for Web	0%	Thu 11/18/21	Wed 11/24/21	5 days
301	1.22.4.4	Fix Defects from UAT for Web	0%	Mon 11/29/21	Tue 11/30/21	2 days
302	1.22.4.5	Review Test Results for Web	0%	Tue 12/7/21	Thu 12/9/21	3 days
303	1.22.4.6	Test results for Web approved	0%	Thu 12/9/21	Thu 12/9/21	0 days
304	**1.23**	**Install, Customize, and Configure**	**89%**	**Fri 2/14/20**	**Tue 8/31/21**	**398 days**
305	**1.23.1**	**Create Installation Plan**	**93%**	**Wed 6/10/20**	**Mon 8/9/21**	**299 days**
306	1.23.1.1	Develop Installation Plan v1.0	100%	Wed 6/10/20	Tue 6/23/20	10 days
307	1.23.1.2	Review Installation Plan v1.0	100%	Wed 6/24/20	Thu 7/9/20	11 days
308	1.23.1.3	Update Installation Plan v1.1	100%	Fri 7/10/20	Wed 7/29/20	14 days
309	1.23.1.4	Review Installation Plan v1.1	100%	Thu 7/30/20	Fri 8/7/20	7 days
310	1.23.1.5	Update Installation Plan v1.2	100%	Mon 8/10/20	Tue 9/8/20	22 days
311	1.23.1.6	Review and Approve Installation Plan v1.2	0%	Tue 8/3/21	Mon 8/9/21	5 days
312	1.23.1.7	Installation Plan Approved	0%	Mon 8/9/21	Mon 8/9/21	0 days
313	**1.23.2**	**Create Customizations Development Plan**	**100%**	**Fri 2/14/20**	**Wed 6/24/20**	**94 days**
314	1.23.2.1	Develop Customizations Development Plan, v0.5	100%	Fri 2/14/20	Thu 2/27/20	10 days
315	1.23.2.2	Develop Customizations Development Plan, v1.0	100%	Fri 2/28/20	Wed 3/4/20	4 days
316	1.23.2.3	Review Customizations Development Plan v1.0	100%	Thu 3/5/20	Mon 3/9/20	3 days
317	1.23.2.4	Update Customizations Development Plan v1.1	100%	Tue 3/10/20	Mon 3/16/20	5 days
318	1.23.2.5	Review Customizations Development Plan v1.1	100%	Tue 3/17/20	Mon 4/6/20	15 days
319	1.23.2.6	Update Customizations Development Plan v1.2	100%	Tue 4/7/20	Fri 4/10/20	4 days
320	1.23.2.7	Review Customizations Development Plan v1.2	100%	Sat 4/11/20	Thu 4/16/20	4 days
321	1.23.2.8	Update Customizations Development Plan v1.3	100%	Fri 4/17/20	Fri 4/24/20	6 days
322	1.23.2.9	Review Customizations Development Plan v1.3	100%	Mon 4/27/20	Mon 5/4/20	6 days
323	1.23.2.10	Update Customizations Development Plan v1.4	100%	Tue 5/5/20	Thu 5/14/20	8 days
324	1.23.2.11	Review Customizations Development Plan v1.4	100%	Fri 5/15/20	Mon 5/18/20	2 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
325	1.23.2.12	Update Customizations Development Plan v1.5	100%	Tue 5/19/20	Tue 5/19/20	1 day
326	1.23.2.13	Review Customizations Development Plan v1.5	100%	Wed 5/20/20	Thu 5/28/20	6 days
327	1.23.2.14	Update Customizations Development Plan v1.6	100%	Fri 5/29/20	Fri 6/12/20	11 days
328	1.23.2.15	Review and Approve Customizations Development Plan	100%	Fri 5/29/20	Wed 6/24/20	13 days
329	1.23.2.16	Customizations Development Plan Approved	100%	Wed 6/24/20	Wed 6/24/20	0 days
330	**1.23.3**	**Create Implementation Plan**	**0%**	**Tue 8/10/21**	**Tue 8/31/21**	**16 days**
331	1.23.3.1	Develop Implementation Plan	0%	Tue 8/10/21	Fri 8/13/21	4 days
332	1.23.3.2	Review Implementation Plan	0%	Mon 8/16/21	Thu 8/19/21	4 days
333	1.23.3.3	Update Implementation Plan	0%	Fri 8/20/21	Wed 8/25/21	4 days
334	1.23.3.4	Review and Approve Implementation Plan	0%	Thu 8/26/21	Tue 8/31/21	4 days
335	1.23.3.5	Implementation Plan Approved	0%	Tue 8/31/21	Tue 8/31/21	0 days
336	**1.24**	**Develop and Perform Training**	**73%**	**Mon 3/30/20**	**Tue 10/12/21**	**395.1 days**
337	**1.24.1**	**Develop Training Plan**	**82%**	**Mon 3/30/20**	**Thu 9/2/21**	**368.1 days**
338	1.24.1.1	Develop Training Plan v0.5	100%	Mon 3/30/20	Fri 4/10/20	10 days
339	1.24.1.2	Finalize Training Plan v1.0	100%	Mon 4/13/20	Thu 4/16/20	4 days
340	1.24.1.3	Review Training Plan v1.0	100%	Fri 4/17/20	Fri 5/1/20	11 days
341	1.24.1.4	Update Training Plan v1.1 (part 1)	100%	Sat 5/2/20	Fri 5/15/20	10 days
342	1.24.1.5	Update Training Plan v1.1 (part 2)	100%	Mon 5/18/20	Fri 5/22/20	5 days
343	1.24.1.6	Review Training Plan v1.1	90%	Tue 5/26/20	Thu 8/12/21	71 days
344	1.24.1.7	Update Training Plan v1.2	0%	Thu 8/12/21	Thu 8/26/21	10 days
345	1.24.1.8	Review and Approve Training Plan v1.2	0%	Thu 8/26/21	Thu 9/2/21	5 days
346	1.24.1.9	Training Plan Approved	0%	Thu 9/2/21	Thu 9/2/21	0 days
347	**1.24.2**	**Develop Training Materials**	**71%**	**Mon 4/13/20**	**Tue 9/21/21**	**370.1 days**
348	1.24.2.1	Develop Draft 1 Training Materials	100%	Mon 4/13/20	Fri 4/24/20	10 days
349	1.24.2.2	Develop Draft 2 Training Materials	100%	Mon 4/27/20	Fri 5/8/20	10 days
350	1.24.2.3	Develop Draft 3 Training Materials	100%	Mon 5/11/20	Fri 5/22/20	10 days
351	1.24.2.4	Finalize Training Materials	0%	Thu 9/2/21	Fri 9/10/21	5 days
352	1.24.2.5	Review Training Materials	0%	Fri 9/10/21	Wed 9/15/21	3 days
353	1.24.2.6	Update Training Materials	0%	Wed 9/15/21	Fri 9/17/21	2 days
354	1.24.2.7	Review and Approve Training Materials #2	0%	Fri 9/17/21	Tue 9/21/21	2 days
355	1.24.2.8	Training Materials Approved	0%	Tue 9/21/21	Tue 9/21/21	0 days
356	**1.24.3**	**Conduct User Training (Web)**	**0%**	**Tue 9/21/21**	**Tue 10/12/21**	**15 days**
357	1.24.3.1	Conduct User Training - Week 1 for Web	0%	Tue 9/21/21	Tue 9/28/21	5 days
358	1.24.3.2	Conduct User Training - Week 2 for Web	0%	Tue 9/28/21	Tue 10/5/21	5 days
359	1.24.3.3	Conduct User Training - Week 3 for Web	0%	Tue 10/5/21	Tue 10/12/21	5 days
360	1.24.3.4	Training Approved by FDLE	0%	Tue 10/12/21	Tue 10/12/21	0 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
361	**1.25**	**Create Maintenance Plan**	**100%**	**Mon 3/23/20**	**Tue 6/30/20**	**72 days**
362	1.25.1	Create Maintenance Plan, v0.5	100%	Mon 3/23/20	Fri 4/3/20	10 days
363	1.25.2	Create Maintenance Plan, v1.0	100%	Mon 4/6/20	Wed 4/15/20	8 days
364	1.25.3	Review Maintenance Plan, v1.0	100%	Thu 4/16/20	Thu 4/30/20	11 days
365	1.25.4	Update Maintenance Plan, v1.1	100%	Fri 5/1/20	Sun 5/3/20	1 day
366	1.25.5	Review Maintenance Plan, v1.1	100%	Mon 5/4/20	Tue 5/12/20	7 days
367	1.25.6	Update Maintenance Plan, v1.2	100%	Wed 5/13/20	Thu 5/14/20	2 days
368	1.25.7	Review Maintenance Plan, v1.2	100%	Fri 5/15/20	Tue 5/26/20	7 days
369	1.25.8	Update Maintenance Plan, v1.3	100%	Wed 5/27/20	Wed 5/27/20	1 day
370	1.25.9	Review Maintenance Plan, v1.3	100%	Thu 5/28/20	Sun 6/7/20	7 days
371	1.25.10	Update Maintenance Plan, v1.4	100%	Mon 6/8/20	Mon 6/8/20	1 day
372	1.25.11	Review Maintenance Plan, v1.4	100%	Tue 6/9/20	Thu 6/11/20	3 days
373	1.25.12	Update Maintenance Plan, v1.5	100%	Fri 6/12/20	Fri 6/12/20	1 day
374	1.25.13	Review Maintenance Plan, v1.5 (approved with mods)	100%	Mon 6/15/20	Mon 6/29/20	11 days
375	1.25.14	Update Maintenance Plan, v1.6	100%	Tue 6/30/20	Tue 6/30/20	1 day
376	1.25.15	Maintenance Plan Approved, v1.6	100%	Tue 6/30/20	Tue 6/30/20	0 days
377	**1.26**	**Perform Operations Acceptance**	**0%**	**Mon 7/13/20**	**Thu 3/10/22**	**425 days**
378	**1.26.1**	**Create Operations Guide**	**0%**	**Tue 8/3/21**	**Mon 11/22/21**	**79 days**
379	1.26.1.1	Create Operations Guide, Draft 1	0%	Tue 8/3/21	Mon 8/16/21	10 days
380	1.26.1.2	Create Operations Guide, Draft 2	0%	Tue 8/17/21	Mon 8/30/21	10 days
381	1.26.1.3	Create Operations Guide, Draft 3	0%	Tue 8/31/21	Tue 11/2/21	45 days
382	1.26.1.4	Review Operations Guide v1.0	0%	Wed 11/3/21	Tue 11/9/21	5 days
383	1.26.1.5	Update Operations Guide v1.1	0%	Wed 11/10/21	Tue 11/16/21	5 days
384	1.26.1.6	Review and Approve Operations Guide v1.1	0%	Wed 11/17/21	Mon 11/22/21	4 days
385	1.26.1.7	Operations Guide Approved v1.1	0%	Mon 11/22/21	Mon 11/22/21	0 days
386	**1.26.2**	**Perform Operational Acceptance Test**	**0%**	**Wed 12/8/21**	**Thu 3/10/22**	**65 days**
387	1.26.2.1	Perform Operational Acceptance Test (OAT), weeks 1-2	0%	Wed 12/8/21	Tue 12/21/21	10 days
388	1.26.2.2	Perform Operational Acceptance Test (OAT), weeks 3-4	0%	Wed 12/22/21	Mon 1/10/22	10 days
389	1.26.2.3	Perform Operational Acceptance Test (OAT), weeks 5-6	0%	Tue 1/11/22	Mon 1/24/22	10 days
390	1.26.2.4	Perform Operational Acceptance Test (OAT), weeks 7-8	0%	Tue 1/25/22	Mon 2/7/22	10 days
391	1.26.2.5	Perform Operational Acceptance Test (OAT), weeks 9-10	0%	Tue 2/8/22	Mon 2/21/22	10 days
392	1.26.2.6	Perform Operational Acceptance Test (OAT), weeks 11-12	0%	Tue 2/22/22	Mon 3/7/22	10 days
393	1.26.2.7	FDLE Approves Operational Acceptance Test	0%	Tue 3/8/22	Thu 3/10/22	3 days
394	1.26.2.8	OAT Results Approved	0%	Thu 3/10/22	Thu 3/10/22	0 days
395	**1.26.3**	**Perform Disaster Recovery (DR) Exercise**	**0%**	**Mon 7/13/20**	**Thu 3/10/22**	**425 days**
396	1.26.3.1	FDLE ITS DR environment ready	0%	Mon 7/13/20	Mon 7/13/20	0 days

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
397	1.26.3.2	Installed and Configured Products- DR	0%	Tue 2/8/22	Mon 2/14/22	5 days
398	1.26.3.3	Notify Business Units of Planned DR Exercise	0%	Tue 2/15/22	Tue 2/15/22	1 day
399	1.26.3.4	Ensure System backup's are complete for DR exercise	0%	Wed 2/16/22	Thu 2/17/22	2 days
400	1.26.3.5	Perform Cutover to DR Site for DR exercise	0%	Fri 2/18/22	Fri 2/18/22	1 day
401	1.26.3.6	Evaluate Data Quality for DR exercise	0%	Mon 2/21/22	Wed 2/23/22	3 days
402	1.26.3.7	Evaluate System Performance for DR exercise	0%	Thu 2/24/22	Fri 2/25/22	2 days
403	1.26.3.8	Validate Connectivity to all systems for DR exercise	0%	Mon 2/28/22	Tue 3/1/22	2 days
404	1.26.3.9	Operate at DR Location	0%	Wed 3/2/22	Thu 3/3/22	2 days
405	1.26.3.10	Ensure System backups are complete for DR exercise	0%	Fri 3/4/22	Mon 3/7/22	2 days
406	1.26.3.11	Perform Cutover to Prime Operating Site for DR exercise	0%	Tue 3/8/22	Tue 3/8/22	1 day
407	1.26.3.12	Validate Data and Systems Operations	0%	Wed 3/9/22	Thu 3/10/22	2 days
408	1.26.3.13	DR Exercise Results Approved	0%	Thu 3/10/22	Thu 3/10/22	0 days
409	**1.27**	**Perform Cut-Over to PROD Environment and Go Live (Web)**	**0%**	**Mon 8/2/21**	**Mon 12/6/21**	**88 days**
410	1.27.1	FDLE ITS PROD environment ready	0%	Mon 8/2/21	Mon 8/2/21	0 days
411	1.27.2	Setup, Installed and Configuration - PROD Environment	0%	Tue 8/3/21	Thu 8/5/21	3 days
412	1.27.3	Tech Transfer to FDLE CCCB for Approval	0%	Wed 9/1/21	Fri 9/3/21	3 days
413	1.27.4	Notify Stakeholders / Users of Go-Live for Web	0%	Tue 9/7/21	Tue 9/7/21	1 day
414	1.27.5	Deploy Software (Cutover-implementation plan check) for Web	0%	Wed 9/8/21	Thu 9/9/21	2 days
415	1.27.6	Validate Deployment (Cutover-implementation plan check) for Web	0%	Fri 9/10/21	Mon 9/13/21	2 days
416	1.27.7	Validate Installed and Configured Products for Web	0%	Tue 9/14/21	Mon 9/27/21	10 days
417	1.27.8	Implemented Solution (Web) Goes Live	0%	Mon 12/6/21	Mon 12/6/21	0 days
418	**1.28**	**Test FAA (Mobile)**	**0%**	**Wed 10/6/21**	**Tue 11/9/21**	**25 days**
419	1.28.1	Create / Update Test cases for mobile	0%	Wed 10/6/21	Tue 10/12/21	5 days
420	1.28.2	Execute Test Cases for mobile	0%	Wed 10/13/21	Tue 10/26/21	10 days
421	1.28.3	Review and Approve Test Results for mobile	0%	Wed 10/27/21	Tue 11/9/21	10 days
422	1.28.4	Test Results Approved	0%	Tue 11/9/21	Tue 11/9/21	0 days
423	**1.29**	**Perform FAT/UAT Testing (Mobile)**	**0%**	**Wed 11/10/21**	**Fri 12/10/21**	**22 days**
424	1.29.1	Conduct FAT for mobile	0%	Wed 11/10/21	Wed 11/17/21	5 days
425	1.29.2	Fix Defects from FAT for mobile	0%	Thu 11/18/21	Mon 11/22/21	3 days
426	1.29.3	Conduct UAT for mobile	0%	Tue 11/23/21	Wed 12/1/21	5 days
427	1.29.4	Fix Defects from UAT	0%	Thu 12/2/21	Fri 12/3/21	2 days
428	1.29.5	Review and approve FAT/UAT Test Results for mobile	0%	Mon 12/6/21	Fri 12/10/21	5 days
429	1.29.6	FAT/UAT Test Results for Mobile are Approved	0%	Fri 12/10/21	Fri 12/10/21	0 days
430	**1.30**	**Conduct User Training (Mobile)**	**0%**	**Tue 9/21/21**	**Tue 10/12/21**	**15 days**
431	1.30.1	Conduct User Training for mobile	0%	Tue 9/21/21	Tue 10/12/21	15 days
432	**1.31**	**Go Live (Mobile)**	**0%**	**Wed 11/10/21**	**Tue 12/7/21**	**19 days**

Uniform Arrest Affidavit Project

ID	WBS	Task Name	% Complete	Start	Finish	Duration
433	1.31.1	Notify Stakeholders / Users of Go-Live for mobile	0%	Wed 11/10/21	Wed 11/10/21	1 day
434	1.31.2	Deploy Software (Cutover-implementation plan check) for mobile	0%	Thu 11/11/21	Fri 11/12/21	2 days
435	1.31.3	Install mobile application on agency computers	0%	Mon 11/15/21	Mon 11/29/21	9 days
436	1.31.4	Validate Deployment (Cutover-implementation plan check) for mobile	0%	Tue 11/30/21	Wed 12/1/21	2 days
437	1.31.5	Validate Installed and Configured Products	0%	Thu 12/2/21	Tue 12/7/21	4 days
438	1.31.6	Implemented Solution (Mobile) Goes Live	0%	Tue 12/7/21	Tue 12/7/21	0 days
439	**1.32**	**Post Implementation support**	**0%**	**Tue 12/7/21**	**Fri 6/30/23**	**402 days**
440	**1.32.1**	**FDLE Continues onboarding agencies**	**0%**	**Tue 12/7/21**	**Thu 3/31/22**	**81 days**
441	1.32.1.1	FDLE Continues onboarding agencies 1	0%	Tue 12/7/21	Mon 12/20/21	10 days
442	1.32.1.2	FDLE Continues onboarding agencies 2	0%	Tue 12/21/21	Wed 1/5/22	10 days
443	1.32.1.3	FDLE Continues onboarding agencies 3	0%	Thu 1/6/22	Thu 1/20/22	10 days
444	1.32.1.4	FDLE Continues onboarding agencies 4	0%	Fri 1/21/22	Thu 2/3/22	10 days
445	1.32.1.5	FDLE Continues onboarding agencies 5	0%	Fri 2/4/22	Thu 2/17/22	10 days
446	1.32.1.6	FDLE Continues onboarding agencies 6	0%	Fri 3/18/22	Thu 3/31/22	10 days
447	**1.32.2**	**Enhancement and Defect resolution 1**	**0%**	**Wed 12/8/21**	**Thu 3/17/22**	**70 days**
469	**1.32.3**	**Enhancement and Defect resolution 2**	**0%**	**Fri 3/18/22**	**Mon 6/20/22**	**66 days**
491	**1.32.4**	**UAA PROJECT PHASE 2**	**0%**	**Fri 7/1/22**	**Wed 5/31/23**	**235 days**
492	1.32.4.1	Perform Court Case Initiation Phase II	0%	Fri 7/1/22	Mon 9/26/22	60 days
493	1.32.4.2	Gather Requirements	0%	Tue 9/27/22	Tue 12/20/22	60 days
494	1.32.4.3	Develop Customizations and Configurations	0%	Wed 12/21/22	Wed 3/15/23	60 days
495	1.32.4.4	Perform Testing	0%	Thu 3/16/23	Wed 4/26/23	30 days
496	1.32.4.5	Perform Implementation	0%	Thu 4/27/23	Wed 5/31/23	25 days
497	1.32.4.6	Execute Go-Live	0%	Wed 5/31/23	Wed 5/31/23	0 days
498	**1.32.5**	**Enhancement and Defect resolution 3**	**0%**	**Tue 6/21/22**	**Tue 9/20/22**	**64 days**
520	**1.32.6**	**Enhancement and Defect resolution 4**	**0%**	**Wed 9/21/22**	**Wed 12/21/22**	**65 days**
542	**1.32.7**	**Enhancement and Defect resolution 5**	**0%**	**Thu 12/22/22**	**Fri 3/24/23**	**66 days**
564	**1.32.8**	**Enhancement and Defect resolution 6**	**0%**	**Mon 3/27/23**	**Fri 6/30/23**	**70 days**
586	1.32.9	**Project End**	0%	Fri 6/30/23	Fri 6/30/23	0 days

Appendix F – FDLE's Information Technology Standards

The following IT standards have been adopted for FDLE's information systems and services. The application of specific standards may depend on requirements of the systems and services. Questions should be directed to the Division of Information Technology Services.

a. Architecture
- Approved cloud computing service is authorized for FDLE applications.
- Information systems will be developed to operate in a multi-tier architecture
- Web-based interfaces will be used for the presentation (user) tier
- Information systems will use load-balancing where appropriate
- Information systems will operate on clustered server environments where appropriate
- Development and testing will be performed on separate non-production servers
- No data or transactions are to be lost due to isolated failures of equipment

b. Servers
- Servers will be scaled to handle large bursts of transactions on each interface where appropriate
- Virtualization will be used when possible
- Server operating systems will be either Red Hat Linux or Microsoft Windows Server

c. Storage
- Information systems will be designed to use redundant storage technologies in primary and backup or secondary (DR) sites
- Backup and recovery processes will enable the recovery of data and software in the event that primary files are corrupted or destroyed

d. Network
- When officer or public safety is involved, CJNET will be the preferred network transport
- Firewalls will be used to monitor and control incoming and outgoing network traffic

e. Database
- FDLE supports relational database(s) using either Oracle RDBMS, Microsoft SQL Server or MySQL
- Audit logs will capture forensic metadata for all changes to data, including changes made by FDLE staff

f. Application Software
- Commercial software products must be reviewed and approved by ITS
- Software development standards are specified in FDLE Development Standards Version 2.0
- FDLE supports software development using Java EE or Microsoft .NET
- Java development standards are specified in Java Development Standards Version 2.0
- Web-based application standards are specified in JSF Web Framework Standards Version 2.0
- JBoss is the preferred application server platform used for FDLE information systems
- Web Services should be used where possible when application communicates outside the agency

g. Security
- 28 CFR Part 20 and Public Law 92-544, regulates sharing criminal justice information with criminal justice and non-criminal justice governmental agencies

- Systems that store or process criminal history information shall meet the FBI CJIS Security Policy (CSP)
- Florida Statutes
    - Chapter 119, F.S. – Public Records
    - Section 282.318, F.S. – Security of data and information technology
    - Section 501.171, F.S. – Security of confidential personal information
    - Chapter 943, F.S. – Department of Law Enforcement
- Administrative Rules
    - 60GG-2, F.A.C., Information Security
    - 60GG-4, F.A.C. – Cloud Computing
    - 60GG-5, F.A.C. – Information Technology Architecture Standards
- FDLE Policies -
    - 1.4 – Use of FDLE Resources
    - 2.5 – Information Security
    - 2.6 – Acceptable Use of Information Technology
    - 3.1 – Background Investigations.

- Cloud Computing
    - Microsoft Azure Security Best Practices

- Industry Standards – Where applicable, compliance with the following standards is preferred:
    - Lightweight Directory Access Protocol (LDAP)/Active Directory (AD)
    - Security Assertion Markup Language (SAML)
    - Global Federated Identity and Privilege Management (GFIPM)

h. Availability
- FDLE's standards on availability: minimum 99.5% uptime

i. Data Communication Standards
- Sections 282.701 to 282.711, F.S. – Communication Information Technology Services Act
- National Information Exchange Model (NIEM)
- FBI Criminal Justice Information Services (CJIS) Standards, including those associated with;
    - National Crime Information Center (NCIC)
    - Interstate Identification Index (III)
    - National Fingerprint File (NFF)
    - National Instant Criminal Background Check System (NICS)
    - National Data Exchange (N-Dex)

j. Accessibility
- United States Rehabilitation Act – Section 508 details accessibility standards for all systems
- Section 282.601 to 282.606, F.S. – Accessibility of Information and Technology

k. Desktop Computing
- Microsoft Windows Operating System
- Microsoft Office
- Microsoft Visio
- Microsoft Project
- Adobe Acrobat

l. Project Management
- Sections 282.003 to 282.318, F.S. – Information Technology Management Act
- Rule 60GG-1, F.A.C. – Project Management and Oversight Standards
- Project Management Institute, Project Management Body of Knowledge (PMBOK)
- All production deployments must follow ITS procedure 5.1 “Production Change” CCCB

m. Deviations from these standards must be directed ITS for review and approval.

n. All identified technologies must be in a supported version

SCHEDULE IV-B FOR BIOMETRIC IDENTIFICATION SOLUTION (BIS) MODERNIZATION

For Fiscal Year 2021-22

October 15, 2020

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

Contents

I. Schedule IV-B Cover Sheet 2
II. Schedule IV-B Business Case – Strategic Needs Assessment 3
A. Background and Strategic Needs Assessment 3
1. Business Need 3
2. Business Objectives 4
B. Baseline Analysis 5
1. Current Business Process(es) 5
2. Assumptions and Constraints 6
C. Proposed Business Process Requirements 7
1. Proposed Business Process Requirements 7
2. Business Solution Alternatives 7
3. Rationale for Selection 8
4. Recommended Business Solution 8
D. Functional and Technical Requirements 9
III. Success Criteria 10
IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis 12
A. Benefits Realization Table 12
B. Cost Benefit Analysis (CBA) 15
V. Schedule IV-B Major Project Risk Assessment 16
VI. Schedule IV-B Technology Planning 17
A. Current Information Technology Environment 17
1. Current System 17
2. Information Technology Standards 20
B. Current Hardware and/or Software Inventory 20
C. Proposed Technical Solution 22
1. Technical Solution Alternatives 22
2. Rationale for Selection 22
3. Recommended Technical Solution 23
D. Proposed Solution Description 24
1. Summary Description of Proposed System 24
2. Resource and Summary Level Funding Requirements for Proposed Solution (if known) 26
E. Capacity Planning *(historical and current trends versus projected requirements)* 27
VII. Schedule IV-B Project Management Planning 29
VIII. Appendices 37

I. Schedule IV-B Cover Sheet

Schedule IV-B Cover Sheet and Agency Project Approval	
Agency: Florida Department of Law Enforcement	Schedule IV-B Submission Date: October 15, 2020
Project Name: Biometric Identification Solution (BIS) Modernization	Is this project included in the Agency's LRPP? __X__ Yes ____ No
FY 2021-22 LBR Issue Code: 36124C0	FY 2021-22 LBR Issue Title: Biometric Identification Solution (BIS) Modernization
Agency Contact for Schedule IV-B (Name, Phone #, and E-mail address): Ebony Tisby, 850-410-8860, ebonytisby@fdle.state.fl.us	
AGENCY APPROVAL SIGNATURES	
I am submitting the attached Schedule IV-B in support of our legislative budget request. I have reviewed the estimated costs and benefits documented in the Schedule IV-B and believe the proposed solution can be delivered within the estimated time for the estimated costs to achieve the described benefits. I agree with the information in the attached Schedule IV-B.	
Agency Head: Printed Name: Richard Swearingen	Date:
Agency Chief Information Officer (or equivalent): Printed Name: Joey Hornsby	Date:
Budget Officer: Printed Name: Cynthia Barr	Date:
Planning Officer: Printed Name: Sharon Wester	Date:
Project Sponsor: Printed Name: Charles Schaeffer	Date:
Schedule IV-B Preparers (Name, Phone #, and E-mail address):	
Business Need:	Eric Lindquist, 850-410-7974, ericlindquist@fdle.state.fl.us
Cost Benefit Analysis:	Danielle Rioux, 850-251-2554, daniellerioux@fdle.state.fl.us
Risk Analysis:	Ebony Tisby, 850-410-8860, ebonytisby@fdle.state.fl.us
Technology Planning:	Ebony Tisby, 850-410-8860, ebonytisby@fdle.state.fl.us
Project Planning:	Ebony Tisby, 850-410-8860, ebonytisby@fdle.state.fl.us

II. Schedule IV-B Business Case – Strategic Needs Assessment

A. Background and Strategic Needs Assessment

Purpose: To clearly articulate the business-related need(s) for the proposed project.

1. Business Need

Florida Statute 943.051 designates the Florida Department of Law Enforcement (FDLE) as the state's central criminal justice information repository responsible for collecting, storing, maintaining, and retaining criminal history records. The Biometric Identification Solution (BIS) acts as a national fingerprint file (NFF) repository and fingerprint searching and identification system for the state, to include fingerprints, palm prints, and facial images collected during arrest booking events. BIS is used to identify persons booked in jail, for Rapid ID checks (roadside instant checks to verify identity), and for persons undergoing fingerprint-based criminal history record checks for civilians working with vulnerable populations, obtaining a professional license, and for the issuance of concealed weapons permits. BIS is also used by latent examiners across the state to process fingerprint and palm print images obtained from crime scenes. BIS also submits biometric data to the Federal Bureau of Investigation (FBI) for use in nationwide criminal history record checks. BIS is the means that associated arrest information, such as demographics and charging information, is received and passed on to the Computerized Criminal History (CCH) system to update individual criminal history records.

The FDLE BIS is the third largest repository in the nation, containing approximately 9.5 million unique person IDs and 30.6 million fingerprint images, for both criminals and civilian monitored populations such as licensees and employees in positions of special trust. BIS receives and processes 2,300 criminal booking submissions and over 6,700 fingerprint-based criminal history record check submissions daily. Additionally, there are over 9,000 active Rapid ID devices throughout the state that submit over 1.5 million searches per year to the BIS Rapid ID matchers.

The current BIS went into production in 2009 with an original five-year life-cycle expectancy, and subsequently underwent three major planned upgrades to expand its capacities and extend its life expectancy. This proprietary system is completely vendor supported. The BIS system is nearing its end of life, and is projected to exceed its contracted capacity for records, matching, and support of additional latent workstations by December 31, 2021. The overall volume of Florida's criminal and civilian monitored populations has steadily grown, and the trend will continue to increase. The demand for improved system performance and additional storage is essential for maintaining the biometric records.

In 2019, FDLE signed a three-year extension of the current BIS maintenance contract, after which time the BIS vendor advised FDLE the system may begin experiencing a degradation of service in the area of biometric processing. No further substantive expansions are possible to improve the current system as its core architecture is at the end of its life-cycle. Failure to modernize the system will result in degraded services and may limit FDLE's ability to conduct biometric searches and comparisons. Due to the age of the associated hardware, there is an increased risk of catastrophic equipment failure, resulting in a system downtime of a week or longer. Processing will slow down, and response times to stakeholder groups will increase. The increased time to complete a fingerprint search and return a response will create a public safety concern.

The BIS degradation of service will also slow the processing times of fingerprint-based criminal history checks in Florida for those attempting to obtain a license from a regulatory agency, obtain employment in a position of special trust or serve vulnerable populations. Furthermore,

it will adversely affect the ability to share biometric data with the FBI for nation-wide searches. Additionally, the local agencies utilizing latent workstations are operating on outdated and unsupported hardware and software such as Microsoft Windows 7 Operating System, which may impact current operations from a functionality and security standpoint. Without modernizing FDLE's automated fingerprint identification system, the current BIS risks catastrophic system failure which will immediately impact FDLE's operating trust fund based on the inability to make identifications for fingerprint-based criminal history background checks. These daily functions also include supporting officer and public safety at booking, criminal arrests, and communication with the FBI. Ultimately, if not remedied, the degradation of the system will impact safety for all Floridians and visitors to the state of Florida.

2. Business Objectives

In order to comply with Florida Statute 943.051, the BIS Modernization project must support the following business objectives:

- Provide a statewide repository to support the collection of booking (ten-print) records, latent prints, retained civil prints; photographs to include booking, tattoos, and iris; and Rapid Identification (Rapid ID) workload through a cloud-based solution
- Provide improved processes for receiving, storing, and displaying data
- Provide more rapid development and deployment of applications and services
- Ability to provide increased storage capacity as required
- Establish a Disaster Recovery (DR) solution for biometric data housed in BIS, thereby providing a quicker recovery time from a catastrophic system outage and provide redundancy in the storage of the data
- Provide the ability to monitor capacity and increase capacity as data requirements continue to expand
- Provide an improved process for the management of images including fingerprints, palmprints, latent prints, and images such as mugshots, tattoos and scars
- Provide a method for managing civil records independently from criminal records
- Provide improved reporting capability including the ability to run real-time reports
- Provide full functioning, identical test and production systems
- Provide improved existing workflows within BIS
- Provide criminal workflows for Notices to Appear (NTA) and added charges while in custody
- Automate sealed and expunged records indicators
- Ability to establish new workflows for processes such as Livescan in the courtrooms, added charges, personal reviews, and deceased records
- Support enhanced communication between BIS and CCH
- Support enhanced communications between BIS and the FBI systems such as the Next Generation Identification (NGI) system
- Provide a mechanism for receiving and managing sealed and expunged records from CCH
- Meet current FBI, FDLE and state security requirements
- Support an interface to local Automated Fingerprint Information System (AFIS) installations that comply with the Interface Control Document (ICD)
- Comply with state and national fingerprint retention requirements
- Provide the ability to receive, process and submit data through NIEM XML standards and the FBI's Electronic Biometric Transmission Specification (EBTS)
- Support data submissions to Florida's CJIS Portal
- Take advantage of the enhanced system accuracy.

B. Baseline Analysis

Purpose: To establish a basis for understanding the business processes, stakeholder groups, and current technologies that will be affected by the project and the level of business transformation that will be required for the project to be successful.

1. Current Business Process(es)

FDLE's Criminal Justice Information Services (CJIS) is responsible for collecting, processing, storing, maintaining, and disseminating criminal justice information records necessary to the operation of Florida's criminal justice agencies. For every adult physically arrested and for juveniles arrested for specified offenses, the statute requires a booking event that includes fingerprints, palm prints, and facial images be submitted to FDLE's BIS. All criminal history records maintained by FDLE are based on positive biometric identification. Based on a fingerprint identification, each offender is assigned a unique number called a State Identification (SID) number, also known as an FDLE number. Fingerprints may be captured using the "ten-print" which includes fingerprints from all ten digits from criminals and civilians and "less-than-ten" which is the industry term for transactions like Rapid ID.

BIS contains fingerprints, palm prints, and facial images. This includes a total of 30.6 million arrest fingerprints and 9.5 million subject fingerprints; 8.5 million palm prints; and 4.6 million facial images. (There are approximately 400,000 subjects in CCH who have fingerprints on microfilm that are not searchable in BIS.)

- Demographic information such as name, date of birth, sex, race, height, weight, hair color, eye color, social security number, scars/marks/tattoos, and other personal and physical descriptors
- Charge information including arrest dates, arresting/booking agency, and arrest charges
- Custody information for offenders sentenced to state prison
- Registration information for subjects required to register as a sexual offender, sexual predator, career offender, and those sentenced to felony probation

Booking Ten-print Process:

Upon receipt of booking and registration fingerprints from local agencies, BIS compares the submitted fingerprints to existing criminal and civil retained fingerprints to determine if the person has a prior event. If there is a prior event, the fingerprints are verified as being of the same individual prior to the new set of fingerprints being added to the existing record. The booking information is submitted electronically via Livescan fingerprint submissions from sheriff's offices, police departments, county corrections, Department of Juvenile Justice and other submitting agencies from Florida's 67 counties. While the electronic fingerprint submission of a booking is preferred, in some instances, an agency may need to submit booking information on hard fingerprint cards. Fingerprint cards mailed to FDLE containing the required data elements are forwarded to the Biometric Services Section for entry and verification. When missing or invalid data elements are detected, the fingerprint card is flagged for corrective action. The submitting agency is contacted to resolve any discrepancies found on the fingerprint cards. Upon resolution of the error(s), the information is entered and verified. The fingerprint cards are then scanned and electronically submitted through BIS.

Latent Print Process:

Latent prints are impressions produced by the ridged skin, known as friction ridges, on human fingers, palms, and soles of the feet. Examiners analyze and compare latent prints to known prints of individuals in an effort to make identifications or exclusions. The Latent Stations are the FDLE crime laboratories and local crime laboratories that directly submit to FDLE. Latent

searches submitted to FDLE BIS through these Latent Stations search 20 fingers (10 finger blocks and the plain impressions or slaps) as well as the palm recordings for each hand, and all incidents for each individual stored in the FDLE BIS. This exponentially increases the potential to identify the source of the latent print. Latent Stations interface with the FBI's NGI Remote Universal Latent Workstation (ULW). The BIS Latent Station submits latent transactions using Hyper Text Transfer Protocol (HTTP). The Remote ULW uses email to send /receive NIST-formatted files to/from the FDLE BIS Data Exchange Services (DES) using SMTP, POP3, and IMAP4 protocol. The NIST files are included as SMIME-encoded email attachments.

Retained Civil Print Process:

Section 943.05, Florida Statutes, allows for the submission and subsequent retention of civil fingerprints to FDLE. Following a state and national fingerprint-based record check, FDLE will retain civil fingerprints if: (a) the Authorized Recipient or Qualified Entity requests fingerprint retention, or (b) the Authorized Recipient or Qualified Entity is required to retain civil fingerprints under Florida law. Incoming fingerprints related to criminal registrations and bookings are submitted to FDLE and searched against all retained fingerprints. If a fingerprint match occurs, FDLE provides criminal registration and criminal event notifications to the Authorized Recipient or Qualified Entity of the retained monitored civilian. The Florida Integrated Criminal History System (FALCON) automatically transmits each criminal registration and arrest notification to the Authorized Recipient or Qualified Entity via FDLE's electronic SecureMail application. FDLE requires all Authorized Recipients and Qualified Entities to manage their own retained civilian fingerprints through FALCON.

Rapid Identification (Rapid ID):

Small, often portable, "less-than-ten" fingerprint readers referred to as edge devices are required to perform rapid identification transactions. The edge devices capture and submit biometric data to Rapid ID, which makes a search against fingerprint minutia data from events provided from BIS using two fingerprint images. Edge devices are employed in a variety of settings including jails, courtrooms, and patrol cars to quickly perform searches to determine if a person has a criminal event in BIS. Rapid ID is used with multiple functions to include re-registering a sex offender, checking the status of a DNA submission, or querying the FBI's Repository for Individuals of Special Concern (RISC).

2. Assumptions and Constraints

Assumptions

- Detailed requirements must be documented before moving forward with the project for each implementation phase.
- The system will comply with state of Florida and FBI Criminal Justice Information Services (CJIS) Security Policies.
- The system will comply with the standardized system communications FDLE based on NIEM XML.
- Fingerprint matching algorithms are proprietary.
- A cloud solution offers FDLE a high level of security, scalability, and increased availability.

Constraints

- Existing latent workstations must be replaced to connect to the modernized BIS.
- CCH, FALCON, Civil Workflow Control System (CWCS) interfaces must be modified to

connect to the modernized BIS.
- The Legislature's intent for state agencies to adopt a cloud-first policy.

C. Proposed Business Process Requirements

Purpose: To establish a basis for understanding what business process requirements the proposed solution must meet in order to select an appropriate solution for the project.

1. Proposed Business Process Requirements

The system shall meet the following requirements:

- Collect latent prints, ten-prints, images and data for criminal bookings from local agencies
- Collect ten-prints and data for civil fingerprint submissions
- Collect latent prints from unsolved criminal investigations for comparison to retained criminal and civil fingerprints
- Expand image collection beyond mugshots to other modalities
- Improved matching algorithms
- Provide the following interfaces:
    - Livescan
    - Latent Workstations
    - County AFIS
    - FBI's Next Generation Identification (NGI) system
    - FALCON
    - CWCS
    - Digital Image System
    - CCH
    - Florida CJIS Portal
- Retain all source fingerprint submissions
- Generate workload and throughput statistics for canned and ad hoc reporting
- Provide notifications when specific trigger events occur within the system
- Provide separate work queues for processing data submissions
- Provide administrative functions and features
- Support or improve existing functionality
- Establish a Disaster Recovery (DR) solution
- Expand criminal workflows for new processes (e.g. NTA)

2. Business Solution Alternatives

This section describes the analysis of alternative approaches considered for implementing a replacement for the current BIS system.

To conduct the alternatives analysis the following steps were performed:

- Identified and defined a list of potential alternative system implementation methods
- Developed high-level functional requirements the new system must be capable of addressing
- Established a set of uniform evaluation criteria against which each alternative was measured
- Evaluated each of the alternatives through the application of the evaluation criteria
- Determined the best alternative for the Department

Three approaches are presented:

Approach 1: In-House Management of Fingerprint Processing

Develop a new in-house system using a combination of staff and contracted staff. This approach is not feasible. FDLE does not have the technical expertise to build a biometric identification system or biometric matching algorithms.

Approach 2: System Replacement

Replace the current biometric identification system with a new solution which can meet FDLE's functional requirements and capacity needs. Replacing the aging BIS system allows for a new, more robust AFIS system with improved matching capabilities while also supporting expanded business requirements for new biometric modalities like facial recognition and iris scans.

Approach 3: Status Quo/As-Is

Continue to operate FDLE's current biometric identification system. No modifications or improvement can be made at this time. Additionally, system hardware will be of an age where replacement of parts is no longer feasible or available, requiring potential replacement of whole portions of the system which the current vendor has indicated is no longer possible.

3. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a business solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders.

These criteria include:

- Additional effort required to migrate data to an alternative proprietary system
- Initial and future workload for state and local agencies
- Ability to automate or streamline biometric identification processes
- Expand the ability to integrate with additional systems
- Ability to dynamically expand capacity as growing workload demands
- Impact to vendor and agency systems
- Impact to FDLE IT services and systems
- Cost to transition to a different vendor
- Accuracy of record matching

4. Recommended Business Solution

After evaluation of several approaches, the recommended business solution is to replace the current BIS with a new modernized solution, based on Approach 2, above. This system will meet Florida's needs for collecting, processing, storing, maintaining, and disseminating of biometrically based records. FDLE intends to modernized the BIS with sole source procurement that is customizable to meet current and future business needs and integrate with existing systems. FDLE has been operating Idemia biometric identification systems since the 1980's and has extensive experience with the fingerprint technology they provide. In order to reduce the inherent risk of this large technology project, contracting with the existing vendor reduces the risk and cost associated with attempting to procure and integrate fingerprint identification technology from other firms. Each biometric identification company has proprietary fingerprint matching algorithms; therefore, migrating to another proprietary matching algorithm would be costly and time-consuming.

The contracted systems will include, but are not limited to:

- BIS repository
- BIS matching subsystem
- Integration with existing interfaces
- Incorporating Rapid ID
- Software as a service
- Project management services
- Workflow software customization services
- User Management
- Data analysis and migration services
- System integration and testing services
- Implementation and configuration
- Training services (technical and user)
- Security services

D. Functional and Technical Requirements

Purpose: To identify the functional and technical system requirements that must be met by the project.

The following are the high-level requirements for the new BIS:

- Improve the methods of receiving, storing, and displaying data
- Improve system performance and flexibility of the database, programs, and reports in real time
- Store the demographic information for the retained civil fingerprint submissions
- Expand criminal and civil workflows
- Provide a function for managing agency users and associated licenses
- Provide management functionality for administrators
- Provide full system auditing and search capability
- Provide error queue management functionality
- Provide full functioning, identical test and production systems
- Collect and manage ten-print, palm print images and data from local agencies
- Provide counties access to their submitted data
- Improved automated matching capabilities
- Provide connectivity and interoperability to latent print workstations
- Provide new modalities for facial recognition and iris scans
- Meet the Legislature's intent for state agencies to adopt a cloud-first policy
- Establish a Disaster Recovery (DR) solution with real-time failover capability
- Meet FDLE's information technology (IT) standards and policies
- Maintain compliance with the FBI CJIS Security Policy (CSP), state of Florida, and FDLE security rules
- Follow FDLE standard on system availability: minimum 99.9% uptime, 24 hours a day, 7 day a week and 365 days a year
- Contain all migrated data from the current BIS to the new solution
- Meet the estimated capacity needs

- Interface with existing internal and external systems Include extensive security measures, such as encryption of data in transit, multi-tiered default denies firewall security zones monitored by intrusion-detection systems, automatic logs analysis, correlation and incident detection, quarterly security assessments, and regular penetration testing

III. Success Criteria

Purpose: To identify the critical results, both outputs and outcomes, that must be realized for the project to be considered a success.

SUCCESS CRITERIA TABLE				
#	Description of Criteria	How will the Criteria be measured/assessed?	Who benefits?	Realization Date (MM/YY)
1	More detailed and accurate finger print information available	Increase of BIS completing prints without review by a fingerprint analyst above 99%	FDLE Local Agencies	10/2024
2	More complete biometric data available	Able to use facial and iris capabilities	FDLE Local Agencies	10/2024
3	Decrease the amount of manual processing	Data verification information generated by BIS and available users	FDLE	10/2024
4	Leverage new technology	Use of latest and standard web/cloud services	FDLE	10/2024
5	Improve work flows and support new work flows	Validation of work flows	FDLE	10/2024
6	Improved real time run reports with better layout for readability	Validation of real time reports	FDLE	10/2024
7	Improved user-friendly administrator screens	Validation of Administrator screens	FDLE	10/2024
8	Ability to view original submission	Validation of submission	FDLE	10/2024
9	Provide a test system that	Validation of test system	FDLE	10/2024

SUCCESS CRITERIA TABLE				
	is identical to production			
10	Implementation of a DR system	Measured by the existence of a DR system for the BIS production system	FDLE	10/2024
11	Meet FDLE's high availability requirements	Validation of BIS; Must be available 99.5% of the time.	FDLE	10/2024
12	Meet FDLE's Information Technology (IT) standards and policies	Review of BIS processes to FDLE standards and policies	FDLE	10/2024
13	Maintain compliance with the FBI CJIS Security Policy (CSP), State of Florida, and FDLE security rules	Validation of Compliance	FDLE	10/2024
14	Support current and new interfaces	Validation of interfaces	FDLE	10/2024
15	Successful migration of BIS data	Measured by the system containing the all data from the legacy BIS system	FDLE	10/2024

IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis

A. Benefits Realization Table

Purpose: To calculate and declare the tangible benefits compared to the total investment of resources needed to support the proposed IT project.

BENEFITS REALIZATION TABLE					
#	**Description of Benefit**	**Who receives the benefit?**	**How is benefit realized?**	**How is the realization of the benefit measured?**	**Realization Date (MM/YY)**
1	Modern system for the 21st century	• Public • Criminal Justice Agencies • Non-criminal Justice Agencies • FDLE	The current BIS was put into production in 2009 with an original 5-year contract plan, and subsequently underwent three major planned upgrades to expand its capacities and extend its life expectancy. It will have a framework that is scalable and extensible allowing it to respond and adapt to the internet age, provide new functions and services, such as improved matching, Iris and Facial Capabilities.	A modern system for the 21st century will be measured by the implementation.	10/2024
2	Improved public and officer safety	• Public • Criminal Justice Agencies • Non-criminal Justice Agencies	The “cost of a life” is priceless. Improved effectiveness and efficiency to match biometric data will have a significant impact on criminal justice stakeholders which include the ability to quickly share necessary biometric information during the course of a criminal investigation, the decision to release an inmate on bail during judicial proceedings, or determining eligibility for civilians seeking a license or employment to serve vulnerable populations.	Improved public safety is not easily measured. Improved matching capability should provide improved information sharing with stakeholder partners.	10/2024

BENEFITS REALIZATION TABLE					
3	More complete and timely data for the criminal history background checks *(Non-criminal Justice)*	• Public • Vulnerable populations • DCF • DJJ • AHCA • DOH • APD • DOACS • DBPR • Elder Affairs	Implementing new technologies that will enable the BIS to handle larger volumes of transactions more efficiently, provide more accurate biometric matching, and add previously unavailable system functionalities such as Iris and Facial capabilities. Improved effectiveness and efficiency to match biometric data will have a significant impact on criminal justice stakeholders which include the ability to quickly share necessary biometric information to determine eligibility for civilians seeking a license or employment, such as those that serve vulnerable populations.	More complete and timely data for the criminal history background checks (Non-criminal Justice) use will be measured by the implementation of new methods for receiving data, storing data, and displaying data in a new BIS.	10/2024

BENEFITS REALIZATION TABLE					
4	More complete and timely information for criminal justice use	• Public • Law Enforcement Agencies • Department of Corrections • Courts • State Attorneys • Jails	The completeness and timeliness of criminal data have a significant impact on criminal justice decisions which increase public safety. Examples are: • Investigations • Arrests and booking decisions • Pre-trial release (bail and bond) decisions • Charging decisions • Jail classification decisions • Sentencing and disposition decisions • Custody classification decisions • Sex offender registrations • Collection of DNA from felony offenders New system functionality includes Facial and Iris Recognition. The law enforcement community would have access to over five million mugshots with associated arrest events providing the ability to compare or match mugshots to other facial sources. Facial recognition technology has become widespread and reliable enough that law enforcement and correctional agencies are utilizing it to meet their investigative and security needs. Incorporating this technology into BIS will be a significant benefit to the criminal justice community and to public safety.	More complete and timely information for criminal justice use will be measured by the implementation of new methods for receiving data, storing data, and displaying data in a new BIS system. It also contributes to the improved accuracy of criminal history records maintained with the CCH.	10/2024

BENEFITS REALIZATION TABLE					
5	Improved database structure	• FDLE	A modernized BIS will have a new structure that will improve data storage and reliability. The current system would require a minimum of 7-14 days to recover from catastrophic failure in order to rebuild the repository and repair/replace hardware. The modernized system will require approximately 2 days of recovery time.	The improved database structure will be measured by improved data integrity through improved data storage and improved performance of the database updates.	10/2024

B. Cost Benefit Analysis (CBA)

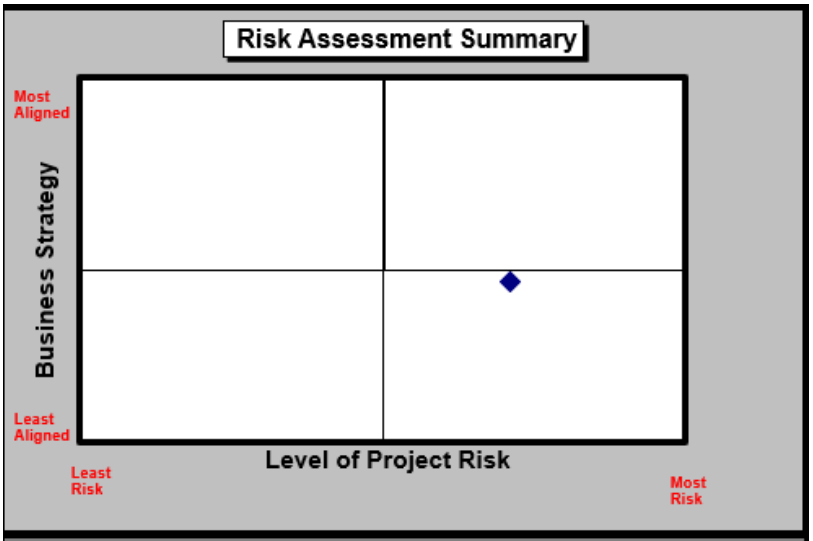
Purpose: To provide a comprehensive financial prospectus specifying the project's tangible benefits, funding requirements, and proposed source(s) of funding.

The forms required for CBA are included as Appendix E.

V. Schedule IV-B Major Project Risk Assessment

Purpose: To provide an initial high-level assessment of overall risk incurred by the project to enable appropriate risk mitigation and oversight and to improve the likelihood of project success. The risk assessment summary identifies the overall level of risk associated with the project and provides an assessment of the project's alignment with business objectives.

A. Risk Assessment Summary Table



Project Risk Area Breakdown	
Risk Assessment Areas	***Risk Exposure***
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	HIGH
Fiscal Assessment	HIGH
Project Organization Assessment	MEDIUM
Project Management Assessment	MEDIUM
Project Complexity Assessment	HIGH
Overall Project Risk	HIGH

The complete risk assessment worksheets are in Appendix F.

VI. Schedule IV-B Technology Planning

Purpose: To ensure there is close alignment with the business and functional requirements and the selected technology.

A. Current Information Technology Environment

The current BIS was originally deployed in 2009 and designed to meet the FDLE capacity, throughput and / requirements for 5 years (2013). The BIS has been incrementally upgraded three separate times since 2013 to expand its capacity and extend its life expectancy. The life expectancy designs of systems use estimates of future capacity and throughput and the BIS is no different. Actual production figures often differ from projections and as a result, manufacturers tend to add extra 'buffer' into their designs to mitigate the risk of reaching system capacities earlier than planned. The actual BIS production data analysis concluded that the contingency contracted capacities will fully be consumed by January 2022.

Estimate is based on the following assumptions:

- Average or projected database growth based on the 2018 actuals rate remains constant
- Average throughput remains constant based on the 2018 actuals

1. Current System

a. Description of Current System

The FDLE BIS is the third largest repository in the nation, containing approximately 9.5 million unique person IDs and 30.6 million fingerprint images, for both criminals and civilian monitored populations such as licensees and employees in positions of special trust. BIS receives and processes 2,300 criminal booking submissions and over 6,700 fingerprint-based criminal history record check submissions daily. Additionally, there are over 9,000 active Rapid ID devices throughout the state that submit over 1.5 million searches per year to the BIS Rapid ID matchers. The Interface Control Document (ICD) details the system's existing processes.

The existing BIS was installed in 2009, and many of the components are approaching or at End of Support (EOS) or End of Life (EOL) as defined by the Original Equipment Manufacturers (OEMs).

- The core architecture is reaching capacity as throughput continues to increase.
- The existing hardware is supported until December 31, 2021.
- Hardware replacement is unavailable for most components.
- Failure of servers will disable the system.
- Security patching will no longer be provided leaving the system vulnerable.

The table below shows the monthly Performance Metrics of the Transactions. Please note FDLE has seen decreases in criminal and civil retained fingerprints due to COVID-19.

DATE	08/2020	07/2020	06/2020	05/2020	04/2020
Total All Transaction	506,332	466,182	416,482	340,600	234,360
Total Criminal Search TOT	67,382	47,929	46,641	98,075	39,436
Total Applicant Search TOT	222,027	211,685	181,216	118,142	78,132
Total Latent Search TOT	7,765	8,285	9,239	5,133	7,496
Total None Search TOT	209,158	198,283	179,386	119,250	109,296

Requirements for Public Access, Security, Privacy, and Confidentiality
The BIS meets the requirements of the FBI concerning access and use of criminal records and Florida Statutes that allow public access.

Hardware Characteristics
The overall FDLE system consists of two (2) Advanced Data Storage (ADS) production servers. There are separate network interfaces for users accessing via CJNET versus the internet, and each interface includes a network load balancer. Most storage is internal to the servers, may use the FDLE SAN.

Software Characteristics
The overall FDLE system uses a number of different software and data-based components that have been developed over the years. The characteristics for software used by state and local agencies that submit data to FDLE vary by agency.

Existing System and Process Documentation
The current processes, software products and tools in use at FDLE have evolved over the years. Documentation for the total system as a whole does not exist, although some individual processes and software products have been documented. System and process documentation available at state and local agencies that submit data to FDLE are unknown.

System Interfaces
The current systems include a number of internal and external interfaces as described below.

- Rapid DNA
- LiveScan
- Latent Workstations
- County AFIS
- FBI's NGI system
- FALCON
- CWCS
- Digital Image System
- CCH

Consistency with FDLE's Software Standards and Hardware Platforms
The BIS is consistent with agency software standards and hardware platforms. The agency has adopted Oracle on Linux operating system and Microsoft SQL Server on Windows operating system as its standard relational database management system and Java as its standard programming language.

b. Current System Resource Requirements

BIS Web Application Architecture

The current BIS web application architecture is hosted at FDLE Information Technology Services (ITS) and consists of:

- Two (2) Advanced Data Storage (ADS) Servers – Oracle Real Application Cluster
- One Storage Area Network
- One Backup Server (BUPS) with EMC Legato NetWorker
- One Advanced Matching Service (AMS) Subsystem

- Six (6) Data Exchange Services (DES) – Red Hat Linux Cluster
- Eight (8) Data Processing Services (DPS) Computers
- Two (2) Web/Application Servers – Cluster
- One Centralized Management Service (CMS) Computer
- One Centralized Print Service (CPS) Computer
- Six (6) System Server Cabinets
- Three (3) System Console with KVM Switches
- Six (6) Ethernet Switches
- Two (2) Storage Cabinets
- One Tape Library Cabinet
- Two (2) BatchScan Stations
- Three (3) PrintScan stations
- Forty-one (41) PrintScan Software Licenses (without card scanning capability)
- Twelve (12) Latent Stations
- Ten (10) Report Laser Printers
- Two (2) Fingerprint/Palmprint Card Laser Printers
- Eight (8) Photo Quality Printers
- Ninety-Two (92) Review Station Software Licenses
- Eight (8) Review Stations (for county BIS database maintenance and reports), including:
- Seventy-Two (72) Descriptor Data Completion Entry (DDCE) Software Licenses
- Four (4) Review Station Software Licenses (to be used for FDLE system support personnel)

The following software is part of the FDLE system:

- Microsoft Windows 2012
- Linux
- JBoss
- Microsoft SQL Server 2014
- Commvault Enterprise back-up
- Java programming language
- Apache Wicket framework
- Kentico
- Microsoft Excel
- Microsoft Access
- FDLE in-house developed authentication and authorization Application Security Module (ASM)

c. Current System Performance

The amount of BIS data grows every year. The BIS has been incrementally upgraded three separate times since 2009 to expand its capacity and extend its life expectancy, which expanded and optimized the Data Exchange Services of the BIS to allow adequately process increased message volumes. The upgrades also expanded and improved the Matching Sub-System (matchers), and replaced and expanded the SAN and Oracle database to meet expanding capacity and throughput demands. It expanded the Matching Sub-System and

workflows to integrate the Applicant AFIS (Black Box Plus) workflows and 1.8 million retained applicant records and extend the capacity and throughput support through December 31, 2021. The BIS core architecture cannot support any further substantive expansions.

The life expectancy designs of systems use estimates of future capacity and throughput and the BIS is no different. Actual production figures often differ from projections and as a result, manufacturers tend to add extra 'buffer' into their designs to mitigate the risk of reaching system capacities earlier than planned. However, the current vendor has noticed FDLE that our current system will be at End of Life on December 31, 2020

Strategic Information Technology Direction

FDLE embraces and promotes open system standards that are established within the IT industry such as, American National Standards Institute (ANSI), and NIEM. These standards and models support the strategic direction of the agency.

- **Architecture** – Promote the use of a multi-tier architecture that allows flexibility, scalability, and reusability.
- **Server Operating Systems** – Utilize server operating systems that will be either Red Hat Linux or Microsoft Windows Server.
- **Server Hardware** – Promote the use of server virtualization
- **Database Management Systems** – Store data in relational database(s) using either Oracle Relational Database Management System (RDBMS) or Microsoft SQL Server.
- **Application Software** – Develop application software using Java Platform Enterprise Edition (Java EE).
- **Storage** – Promote the use of SAN.
- **System Reliability and Availability** – Provide information systems and network services that give end users high (99.5+ %) reliability and availability/redundancy.
- **Integration and Efficiency** – Create modular, integrated systems that can be maintained by FDLE staff and can be easily modified to meet changing business needs of the agency.
- **High Availability and Disaster Recovery** – Provide a modular, integrated system that provides high availability through disaster recovery.

2. Information Technology Standards

See attached Appendix B for the FDLE information Technology Standards. When applicable, FDLE's information technology standards are followed.

B. Current Hardware and/or Software Inventory

BIS Web Application Architecture

The current BIS web application architecture is hosted at FDLE Information Technology Services (ITS) and consists of:

- Firewall protecting FDLE user access
- Two (2) Advanced Data Storage (ADS) Servers – Oracle Real Application Cluster, including:
  - Four (4) Oracle Enterprise License
  - Four (4) Oracle RAC
- One Storage Area Network, including:
  - Two (2) Fiber Channel Hubs

  - One RAID Array Storage Subsystem (50 TB)
  - One LTO Automated Tape Library (50 TB)
- One Backup Server (BUPS) with EMC Legato NetWorker
- One Advanced Matching Service (AMS) Subsystem, including
  - Two (2) Advanced Matcher Controller (AMC) – Red Hat Linux Cluster
  - Eighty (80) Adaptive Matcher Processor (AMP)
  - Four (4) Expert Matching (EM)
  - Thirty (30) Palmprint Adaptive Matcher Processor (PAMP)
  - Two (2) Grayscale Matcher (GSM)
- Six (6) Data Exchange Services (DES) – red Hat Linux Cluster; as per the following:
  - Two (2) LiveScan/CWCS/ULW Interface – Cluster
  - Two (2) CCH Interface/NGI/Interstate AFIS Interface – Cluster
  - Two (2) Mail servers - Cluster
- Eight (8) Data Processing Services (DPS) Computers
- Two (2) Web/Application Servers – Cluster
- One Centralized Management Service (CMS) Computer
- One Centralized Print Service (CPS) Computer
- Six (6) System Server Cabinets
- Three (3) System Console with KVM Switches
- Six (6) Ethernet Switches
- Two (2) Storage Cabinets
- One Tape Library Cabinet
- Two (2) BatchScan Stations, Including:
  - One Workstation PC with 20” Flat Panel Display, Keyboard & mouse
  - Two (2) Flatbed Scanners with Automatic Document Feeder
  - One Workstation Desk and Chair
- Three (3) PrintScan stations
  - One Workstation PC with 24” and 20” Flat Panel Displays, Keyboards & Mouse
  - One Flatbed Scanner
  - One Workstation Desk and Chair
- Forty-one (41) PrintScan Software Licenses (without card scanning capability)
- Twelve (12) Latent Stations
  - One Workstation PC with 24” and 20” Flat Panel Display, Keyboard & Mouse
- Ten (10) Report Laser Printers
- Two (2) Fingerprint/Palmprint Card Laser Printers
- Eight (8) Photo Quality Printers
- Ninety-Two (92) Review Station Software Licenses
- Eight (8) Review Stations (for county BIS database maintenance and reports), including:
  - One Workstation PC with Monitor, Keyboard and Mouse
  - One Review Station Software License
- Seventy-Two (72) Descriptor Data Completion Entry (DDCE) Software Licenses
  - One for each existing FDLE Motorola LiveScan that does not have a JMS
- Four (4) Review Station Software Licenses (to be used for FDLE system support personnel)

The following software is part of the FDLE system:

- Microsoft Windows 2012
- Linux
- JBoss
- Microsoft SQL Server 2014

- Commvault Enterprise back-up
- Java programming language
- Apache Wicket framework
- Kentico
- Microsoft Excel
- Microsoft Access
- FDLE in-house developed authentication and authorization Application Security Module (ASM)

C. Proposed Technical Solution

1. Technical Solution Alternatives

This section describes the analysis of alternative approaches considered for implementing a replacement for the current BIS.

To conduct the alternatives analysis the following steps were performed:

- Identified and defined a list of potential alternative system implementation methods
- Developed high-level functional requirements that the new system must be capable of addressing
- Established a set of uniform evaluation criteria against which each alternative was measured
- Evaluated each of the alternatives through the application of the evaluation criteria
- Determined the best alternative for the Department

Three approaches are presented:

Approach 1: On-Premises Solution Replacement

Replace the current biometric identification system with an on-premises option to be housed in the FDLE data center.

Approach 2: Cloud-Based Solution Replacement

Replace the current biometric identification system with a cloud-based solution to be housed in the Azure Government Cloud.

Approach 3: Status Quo/As-Is

Continue to operate FDLE's current biometric identification system. No modifications or improvement can be made at this time and the vendor has notified FDLE that the current system will be at End of Support on December 31, 2021.

2. Rationale for Selection

FDLE applied several criteria to compare alternatives and recommend a business solution that best meets the business and strategic needs of the agency, as well as state and local agency stakeholders.

These criteria include:

- Additional effort required to migrate data to an alternative proprietary system
- Initial and future workload for state and local agencies
- Ability to automate or streamline biometric identification processes
- Expand the ability to integrate with additional systems

- Ability to dynamically expand capacity as growing workload demands
- Impact to vendor and agency systems
- Impact to FDLE IT services and systems
- Cost to transition to a different vendor
- Accuracy of record matching

Fingerprint matching is at the utmost importance due to the necessity to accurately match records and is a critical factor in the selection rationale of the solution.

3. Recommended Technical Solution

After comparing the on-premises option to the cloud-based solution, FDLE recommends replacing the current BIS with a new modernized cloud-based solution. This system will meet Florida's needs for collecting, processing, storing, maintaining, and disseminating of biometrically based records. Software as a service will allow FDLE to avoid purchasing and maintaining physical hardware. In addition, the upfront cost is significantly reduced. By utilizing software as a service and a phased approach to modernizing the BIS, FDLE is able to minimize the initial cost and adjust the solution as needed. By paying annual maintenance fees, FDLE will no longer make large scale budget requests for a multi-year projects every 7-10 years to sustain the state's biometric repository.

FDLE intends to modernized the BIS with a sole source procurement that is customizable to meet current and future business needs and integrate with existing systems. FDLE has been operating Idemia biometric identification systems since the 1980's and has extensive experience with the fingerprint technology they provide. In order to reduce the inherent risk of this large technology project, contracting with the existing vendor reduces the risk and cost associated with attempting to procure and integrate fingerprint identification technology from other firms. Each biometric identification company has proprietary fingerprint matching algorithms; therefore, migrating to another proprietary matching algorithm would be costly and time-consuming. The vendor's cloud-based system maintained at multiple identical sites allows for more robust backup and recovery capabilities, improved capability of matchers and processing for increased speed and accuracy. The modernized cloud-based BIS will be able to process and store all biometric data due to its ability to dynamically expand to support current and future capacity needs unlike traditional on-premises systems. In addition, the system will be able to perform all necessary upgrades as required with seamless scalability. The ability to expand and upgrade continuously will support the efforts to ensure public safety.

The contracted systems will include, but are not limited to:

- BIS repository
- BIS matching subsystem
- Cloud-based disaster recovery
- Integration with existing interfaces
- Incorporating Rapid ID
- Software as a service
- Project management services
- Workflow software customization services
- User management
- Data analysis and migration services
- System integration and testing services
- Implementation and configuration
- Training services (technical and user)

- Security services

The risks of not implementing a new BIS are listed below:

- Slower processing times of fingerprint-based criminal history checks in Florida for those attempting to obtain a license from a regulatory agency, obtain employment in a position of special trust or serve vulnerable populations could create citizen safety concerns.
- Adversely affect the ability to share biometric data with the FBI for nation-wide searches
- Catastrophic system failure would immediately impact FDLE's operating trust fund based on the inability to make identifications for fingerprint-based criminal history background checks.
- The inability to process daily functions including supporting officer and public safety for all Floridians and visitors to the state of Florida would be jeopardized.
- It will be difficult to incorporate the enhancements required by business or legislation.
- Old technology is limited regarding compliance with emerging federal data communications standards.
- The current BIS is limited to operating latent work stations under Microsoft Windows 7 Operating System. This creates potential security issues moving forward.
- Over time, it will be difficult to acquire technical resources to maintain the old technology. It is also anticipated that this will also result in more frequent and longer down times of the system.
- The current system is showing signs of hardware failure; at least four hard drives have failed to date and server fans are being replaced regularly.
- The BIS core architecture cannot support any further substantive expansions.
- BIS production data analysis concluded that the contingency contracted capacities will fully be consumed by January 2022.

D. Proposed Solution Description

The proposed solution is to replace the current BIS with a new modernized cloud-based solution that will be customized to meet Florida's public safety needs.

1. Summary Description of Proposed System

FDLE plans to implement the modernized cloud-based BIS solution in multiple phases. Due to the current capacity issues addressing disaster recovery and Rapid ID, will provide critical relief to the issues with the current BIS and are executed concurrently. FDLE needs to implement the new system in the following phases:

Phase 1.1: Database for Disaster Recovery
Phase 1.1 replicates data storage from the on-premises SAN to the Azure Government Cloud. This provides FDLE two active copies of the AFIS data. If the on-premises SAN fails before the full cloud migration, processing will continue using the database in the cloud. The database in the cloud will also be backed up to a geo-redundant cloud site to eliminate reliance on the on-premises tape library for data backup.

Phase 1.2: Rapid ID
Phase 1.2 builds upon Phase 1.1 by establishing an instance of the new Multi-Biometric Identification System (MBIS) in the Azure Government Cloud and moving the Rapid ID functionality into the cloud. Once the system is functional, all Rapid ID transactions are routed to the cloud for processing.

Phase 2: **Latent Print Workstations**

Phase 2 builds upon Phase 1.1 and 1.2 by expanding the functionality of the FDLE Cloud MBIS platform by adding latent finger and palm print identification services, including the delivery of new Latent Workstations with Windows 10 or newer operating systems, to enhance FBI CJIS compliance. Along with latent processing, the vendor will configure the cloud environment with the workflows and interfaces needed to begin applicant processing. Civil fingerprint processing can be moved up to the cloud environment either all at once or in waves.

Phase 3: Ten-Print
Phase 3 builds upon Phase 2 by further expanding the FDLE Cloud MBIS platform to include ten-print services and workflows, criminal and civil fingerprint processing, and other features as mutually agreed upon to meet FDLE needs. In addition, this final phase of the modernization project will add augmented vision video analytics services, face expert facial comparison capabilities and MBIS Dashboard functionality. From this point forward all system processing is done through the Azure Government Cloud MBIS, and a decommission plan can be put in place for the legacy on-premises BIS.

System Type
- Microsoft Azure Government Cloud
- Software as a service
- Web-based interface

Connectivity
The modernized BIS will interface with the FBI system over existing secure connections. FDLE will provide connectivity to the new BIS.

Security, Privacy, Confidentiality, Access

These standards will be the same as the current security standards used by FDLE.

Development and Procurement Approach
To realize the business solution, FDLE plans a sole source procurement process to acquire the commercially available system that can be customized to meet FDLE's business requirements.

The contracted systems will include, but are not limited to:
- BIS repository
- BIS matching subsystem
- Integration with existing interfaces
- Incorporating Rapid ID
- Software as a service
- Project management services
- Workflow software customization services
- User management
- Data analysis and migration services
- System integration and testing services
- Implementation and configuration
- Training services (technical and user)
- Security services

Fingerprint matching is at the utmost importance due to the necessity to accurately match records that is relied upon for public safety. In order to accomplish the above objectives and timelines needed to continue operations of FDLE current BIS while addressing current capacity

and degradation issues, FDLE must enter into a sole source procurement. This will allow FDLE to avoid continued degradation of the current system, operational failure in the impending future and ensure the highest level of accuracy is maintained.

Internal and External Interfaces

BIS interfaces with several systems. The systems interfaces are listed below:

- Rapid DNA
- LiveScan
- Latent Workstations
- County AFIS
- FBI's NGI system
- FALCON
- CWCS
- Digital Image System
- CCH
- Florida CJIS Portal

2. Resource and Summary Level Funding Requirements for Proposed Solution (if known)

Anticipated total project costs are summarized in the table below:

Title:	BIS Modernization				
Tracking #:	TBD				
Customer:	Criminal Justice Information Services		**Customer Contact:**		
Manager:	TBD		**ITS Lead:**		
Planned Start:	7/1/2021		**Planned Finish:**	6/30/2024	
Duration (mos):	36.5				
Baseline Date:	7/1/2021				
Revision Date:			**Version #:**	1.0	
Project Budget	**Planned**	**Planned**	**Planned**	**Planned**	
Cost Elements	**FY 21-22**	**FY 22 -23**	**FY 23-24**	**FY 24-25**	**Totals**
Staff					
State Staff	$0	$0	$0	$0	$0
OPS	$0	$0	$0	$0	$0
Expenses					
Project Deliverables	$0	$0	$0	$0	$0
Other Expenses	$30,000	$30,000	$30,000	$30,000	$120,000
Contract Services					
Contract Staff	$370,000	$370,000	$370,000	$370,000	$1,480,000
Project Deliverables	$2,719,092	$3,000,000	$4,200,000	$0	$9,919,092
Other IT Services	$650,000	$650,000	$1,150,000	$650,000	$3,100,000
Total	**$3,769,092**	**$4,050,000**	**$5,750,000**	**$1,050,000**	**$14,619,092**
Maintenance Budget					
Cost Elements	**FY 21-22**	**FY 22 -23**	**FY 23-24**	**FY 24-25**	**Totals**
Maintenance Expenses	$210,000	$195,000	$195,000	$195,000	$795,000
Contracted Services Maintenance	$0	$1,652,429	$5,083,983	$6,932,174	$13,668,586
Total	**$210,000**	**$1,847,429**	**$5,278,983**	**$7,127,174**	**$14,463,586**

E. Capacity Planning
(historical and current trends versus projected requirements)

The FDLE BIS is the third largest repository in the nation, containing approximately 9.5 million unique person IDs and 30.6 million fingerprint images, for both criminals and civilian monitored populations such as licensees and employees in positions of special trust. BIS receives and processes 2,300 criminal booking submissions and over 6,700 fingerprint-based criminal history record check submissions daily. Additionally, there are over 9,000 active Rapid ID devices throughout the state that submit over 1.5 million searches per year to the BIS Rapid ID matchers. The Interface Control Document (ICD) details the system's existing processes.

The existing BIS was installed in 2009, and many of the components are approaching or at End of Support (EOS) or End of Life (EOL) as defined by the Original Equipment Manufacturers (OEMs).

- The core architecture is reaching capacity as throughput continues to increase.
- The existing hardware is supported until December 31, 2021.
- Hardware replacement is unavailable for most components.
- Failure of servers will disable the system.
- Security patching will no longer be provided leaving the system vulnerable.

The table below shows the monthly Performance Metrics of the Transactions. Please note FDLE has seen decreases in criminal and civil retained fingerprints due to COVID-19.

DATE	08/2020	07/2020	06/2020	05/2020	04/2020
Total All Transaction	506,332	466,182	416,482	340,600	234,360
Total Criminal Search TOT	67,382	47,929	46,641	98,075	39,436
Total Applicant Search TOT	222,027	211,685	181,216	118,142	78,132
Total Latent Search TOT	7,765	8,285	9,239	5,133	7,496
Total None Search TOT	209,158	198,283	179,386	119,250	109,296

Hardware Characteristics
The overall FDLE system consists of two (2) Advanced Data Storage (ADS) production servers. There are separate network interfaces for users accessing via CJNET versus the internet, and each interface includes a network load balancer. Most storage is internal to the servers, may use the FDLE SAN.

Software Characteristics
The overall FDLE system uses a number of different software and data-based components that have been developed over the years. The characteristics for software used by state and local agencies that submit data to FDLE vary by agency.

Capacity Concerns and Forecast

- The large number of LTO-4 tapes currently required to do a backup translates to a 6 to 15 days timeline to restore the system should the system experience catastrophic failure.

		Values from System Statistics				Used Avg Increase per year			
	Contractual	2-Jan-15	4-Jan-16	2-Jan-17	2-Jan-18	1-Jan-19	1-Jan-20	1-Jan-21	1-Jan-22
Tenprint Person	12,500,000	6,020,992	7,526,192	8,261,509	8,754,244	9,665,328	10,576,412	11,487,496	12,398,580
Tenprint Incidents	32,000,000	21,596,156	24,110,856	25,714,855	27,218,914	29,093,167	30,967,419	32,841,672	34,715,925
Palm Print Person	3,200,000	1,849,852	2,027,396	2,190,608	2,351,522	2,518,745	2,685,969	2,853,192	3,020,415
Palm Print Incidents	9,000,000	4,707,366	5,399,695	6,071,410	6,756,574	7,439,643	8,122,713	8,805,782	9,488,851
Mugshots	2,000,000	1,861,140	2,423,925	3,075,551	3,902,229	4,582,592	5,262,955	5,262,955	5,262,955
ULF	240,000	183,695	180,808	180,045	183,263	185,763	188,263	190,763	193,263
ULP	127,000	82,075	83,601	86,091	89,204	91,580	93,957	96,333	98,709

Projected Requirements

The modernized BIS must migrate all data from the current BIS to the new solution. The table below is an example of the data needed to be migrated.

Record Type	Number of Records
Ten-print	33,000,000
Palm Print	9,200,000
Mugshots	5,200,000
Latent Finger	181,000
Latent Palm	90,700

The modernized BIS must meet, at a minimum, the estimated capacity needs documented in the table below.

Record Type	Initial Capacity	Yr-7 Capacity
Ten-print Incidents (500 ppi)	33,000,000	46,300,000
Palm print Incidents (500 ppi)	9,200,000	14,100,000
Mugshots (images)	5,200,000	10,100,000
Unsolved Latent Fingers	181,000	271,500
Unsolved Latent Palms	90,700	136,050

VII. Schedule IV-B Project Management Planning

Purpose: To require the agency to provide evidence of its thorough project planning and provide the tools the agency will use to carry out and manage the proposed project. The level of detail must be appropriate for the project's scope and complexity.

Project Scope

The scope of this project is to design, develop, and replace the current BIS with more modernized automated fingerprint identification system. BIS is a statewide automated fingerprint identification system capable of, but not limited to, reading, classifying, matching, and storing fingerprints, rolled fingerprints, and latent fingerprints. The system is available to every criminal justice agency that is responsible for the administration of criminal justice.

BIS holds all criminal fingerprints, palm prints, mugshots, and scars, marks and tattoo images collected during booking in the state of Florida along with subject's demographic information and criminal charge data. The system uses a combination of automated and manual matching of fingerprints (and palm prints) of new/unknown persons against the existing repository with the purpose of establishing identity. It is used by law enforcement and criminal justice agencies for identification of criminals and by forensic labs for solving crimes.

BIS also compares civil fingerprints submitted for criminal history record checks by Authorized Recipients or Qualified Entities to the criminal fingerprints held in the repository. In addition, Authorized Recipients or Qualified Entities can have these civil fingerprints retained for additional comparison to all incoming booking and criminal registration fingerprints. If a fingerprint match of an incoming criminal submission occurs to a retained civil fingerprint, FALCON transmits a notification of the match to the Authorized Recipient or Qualified Entity.

In addition, the scope of the project includes to build and administer an IT infrastructure to support new and projected expansion and data storage needs related to the storage of criminal data.

FDLE's primary objectives for this project are to:

- Replace current BIS
- Support existing and new interfaces
- Support current and future BIS functionality
- Support facial recognition and other forms of biometric identification
- Incorporate several enhancements to the system
- Support additional storage needed to store criminal information
- Support future storage needs

Project Phasing Plan

This project consists of three high-level phases: detailed planning, procurement/contracting, and implementation and deployment. Given the number of state and local agencies that interface to the BIS, the overall timeframe for this project is relatively long. Additionally, FDLE needs to have the new BIS in place by June 2024; therefore, all phases of the project will overlap, so at least partial functionality is in place by then.

Phase 1 – Detailed Planning

The detailed planning phase involves designing and developing the BIS technical specification and technical requirements, assembling the project team, and establishing mechanisms for FDLE to collaborate with state and local law enforcement agencies and with vendors. The

technical specification and technical requirements documentation are provided to state and local agencies to gain their feedback. During this phase, FDLE will also continue to collect and update information collected during readiness assessments to fill in missing information and to make updates.

Phase 2 - Contracting

This phase of project will include obtaining funding and statutory approvals to move forward with the sole source procurement process.

Phase 3 - Implementation and Deployment

The implementation and deployment phase start as soon as the technical specification and requirements are available. Additionally, FDLE can start development of a test plan and various documentation and software tools to simplify development and testing of products. Once the procurement/contracting phase is complete, vendors can start development of the BIS either by developing a new system or customizations of an existing product.

FDLE will provide technical assistance to those agencies and vendors to aid with the rapid adjustment, to answer questions, and to provide support to ensure a successful BIS replacement.

Toward the end of this phase, desirable additional features or requirements may have been identified; technology advances may be available that would improve the process and related systems; user requests may have been received; new features may be available in the various products; etc. Therefore, it is anticipated that a round of future enhancements and technology refreshes are beneficial to improve services; stay current with technology; and continue to improve the overall process. These enhancements and refreshes are conducted in parallel to any ongoing work. FDLE will retire and decommission outdated business process, tools, methods, and functions that no longer add value to BIS.

Baseline Schedule

A baseline scheduled can be found in Appendix. A more detailed baseline schedule is prepared after a contract is established with vendors

Project Organization

The comprehensive nature of the BIS necessitates the coordination among a variety of disparate agencies and groups. This project requires coordination and management of a skilled project staff consisting of technical, functional, and administrative staff, mixed with contract staff and task-specific vendors.

The BIS Project organization consists of the Project Steering Committee (PSC), the Project Manager, and the Project Team. FDLE SME's and a number of other groups provide additional support. Each group performs a particular role for the project and is comprised of members of ITS, CJIS, and FDLE leadership.

FDLE Executive Leadership

The Executive Leadership consists of the Assistant Commissioner (Public Safety Services), Director of CJIS (also the project sponsor), Special Agent in Charge (SAC) of Office of Statewide Investigative Services and the Chief Information Officer (CIO). The CJIS Director and CIO report to the Assistant Commissioner of Public Safety Services. The SAC reports to the Assistant Commissioner of Investigations and Forensic Sciences. The Executive Leadership provides guidance on project decisions that impact scope, schedule, and budget.

FDLE Project Steering Committee

The PSC monitors and resolves risks and issues, and provides direction to the PM for the day-to-day operations, to minimize impact to project scope, schedule, and budget.

Regular meetings are conducted (based on direction from the PSC) to provide project updates. Meetings focus on action items, scope change requests, and risks (issues impacting budget or timeliness). The meetings follow a standard agenda. Critical project needs are addressed and guidance and direction are requested from the PSC as appropriate. The PSC provides assessment and analysis, ensuring that supporting initiatives are based upon knowledgeable and information decisions.

A status report is prepared for each meeting and is distributed to each attendee. The member of the PSC will be determined at a project initiation.

Project Manager

The PM is responsible for the overall management and coordination of the work effort and successful completion of the BIS project. The PM monitors the day-to-day status of project team efforts. This includes establishing and maintaining the project management plan, assigning, directing, and monitoring the work of project staff, serving as FDLE's primary point of contact for the prime contractor, managing issues and risks, monitoring and reporting project status, and reviewing contract deliverables prior to delivery to the PSC for approval.

Project Team

The BIS Project Team consists of a core group of FDLE members responsible for the day-to-day tasks associated with the project. This team is comprised largely of members of Criminal Justice Information Services, Information Technology Services and any other positions (FTE or Contract) deemed necessary for the successful completion of the project.

Contract Manager

As a member of the Project Team, the Contract Manager is responsible for gathering the necessary information for developing the SOW and other contracting vehicles, monitoring the award of those contracts, ensuring performance delivery as required by the contract and closing out contracts when the tasks are completed. The Contract Manager works closely with FDLE contract and legal members to ensure that all work is accomplished within State and FDLE contracting rules and guidelines. The Contract Manager will coordinate budget issues and maintain awareness of all expenditures and accounts payable.

FDLE Implementation and Transition Unit (ITU)

Workgroups will assist the Project Team in ensuring that the BIS project meets the operational needs. SMEs, representatives from business operations, and IT are assigned to the project. Business staff consisting of management and Criminal Justice Information Consultants, is assembled to improve BIS. The unit is responsible for implementation and transition of external agencies to the new system, as well as for stakeholder and customer communication, education/training, preparation and readiness for the new technology. They will evaluate existing policies and determine whether modifications are needed, or if new policies need to be created, to mitigate privacy or other risks related to new services and business processes.

The ITU will serve as the conduit through which user community stakeholders and program personnel communicate, ensuring the resulting services are compliant with the mission. This includes policy identification/coordination for new services, questions for the record, and public inquires. This project will require extensive coordination with loyal agencies as they make modifications to their systems to become compliant with state specifications.

Quality Assurance Plan

The focus of the quality management process is to build effective processes that enable the production of high-quality deliverables that meet the specified business requirements. The qualify management procedure consists of two principal processes: Quality Assurance (QA) and Quality Control (QC).

Quality Assurance

QA is the practice of adhering to planned, established and systematic approaches designed to ensure the high caliber of the deliverables and the detection and correction of any errors. It provides information about a common set of guidelines and standards to be applied by the Project Team. The primary aspect of a QA review is to ensure that the processes established for the project are being followed. If new processes are required, a group will be formed to establish the quality procedure. The benefits of following quality assurance processes include the following:

- Improved communication
- Improved planning and requirement gathering/definition processes
- Improved development process
- Improved product quality
- Better criteria for hardware and software testing
- Easier transition to production for hardware and software

The most effective QA activity is a formal QA review. The Project Team will conduct these reviews of project processes. Using results generated by this review, the PM will direct follow-up actions to ensure that the project uses sound processes. Additionally, the ESC will advise the PM of any observed deficiencies in processes and the PM will take corrective action to resolve the deficiency in the future.

Quality Control

QC activities are those focused on the inspection and/or testing of the deliverable produced. The QC Team will verify that the deliverables are of acceptable quality and that they are technically accurate. QC is the responsibility of the Project Team and the PM or Task Lead responsible for a deliverable. The PM will monitor the activities associated with the acceptance of deliverables. QC is conducted before a deliverable is submitted as final to be approved by the PM. The Project Manager is responsible for developing and maintaining a Quality Plan. The Quality Plan will document major deliverables of the project, completeness and correctness criteria, quality control activities and quality assurance activities.

Topics Addressed in the Quality Plan:
Quality Control activities associated with project deliverables:

- Document Deliverables
- Hardware and Software Deliverables
- Service Deliverables

Quality Assurance activities:

- QA processes (Requirements Traceability, Testing, Data Migration, etc.)
- Responsibility for QA processes

Quality Metrics for the project such as:

- Customer Satisfaction
- IT Satisfaction

- Vendor Satisfaction
- Changes in Scope
- Changes to Schedule
- Changes in Cost
- Number and Type of Issues
- Number and Type of Defects
- Preparedness of customer to assume production responsibilities
- Preparedness of IT to assume production responsibilities
- Solution "Fitness for Use"

System testing and operational acceptance testing will be the primary QC processes used to assure that deliverables meet FDLE's documented requirements. System testing will involve specific testing and measurement at a technical level to verify compatibility, usability, performance, accuracy, and content of results.

External Project Oversight

Criminal and Juvenile Justice Information Systems Council (CJJIS)

The CJJIS Council was created by section 943.08, F.S., with the purpose to develop and implement a statewide strategy for identification, sharing, and coordination of criminal and juvenile justice data among federal, state and local criminal justice agencies. The Council is comprised by 15 members, consisting of representatives from the Attorney General, State Attorneys, Department of Law Enforcement, Department of Corrections, Parole Commission, Department of Juvenile Justice, Department of Highway Safety and Motor Vehicles, Department of Children and Families, Public Defenders and the Office of State Court Administrators. The Governor of Florida appoints two sheriffs, two police chiefs, and one clerk of court to the Council. With this broad representation of the criminal justice community, all issues receive a full and fair hearing from all perspectives.

Pursuant to Rule 74-1.009 F.A.C., this project will include the contracting of an independent verification and validation vendor to provide additional project oversight.

Change Management

Change management occurs throughout the lifecycle of the project. A change can be related to any facet of the project – scope creep, schedule revision, funding / cost changes, team / resource changes, issues and risks, etc.

If the change is minor (no change to scope, schedule or budget), the PM may determine the change can be met within current project parameters and the formal change process is not necessary. If the change could impact requirements, deliverables, payment schedule, cost, or completion date of a major milestone, the PM (or team member assigned) will fully research the impact of the project change and formulate a resolution. The PM will complete a formal Project Change Request form and present the change to the Project Steering Committee.

The Project Steering Committee will determine if the proposed change should be approved. Members of the Project Steering Committee will signify approval or disapproval of a proposed project change by signing the Project Change Request form.

The PM and Project Steering Committee must consult with FDLE Executive Management if the proposed change significantly alters requirements, deliverables, payment schedule, cost, or completion date of a major milestone. FDLE Executive Management will determine if the proposed change should be approved.

If the Project Steering Committee or FDLE Management determines that the approved project change will require a Contract Amendment, the PM will work with the vendor to prepare the Contract Amendment for the PSC's review and approval. The contract amendment will then be processed according to FDLE contract procedures.

Communications Plan

The PM will develop a Communications Plan to provide a framework for addressing change management with customers. The Communications Plan outlines a comprehensive strategy of both communicating project and process change information to the BIS customer base and others affected by the project as well as receiving and processing input/feedback from customers and others. The Communication Plan identifies communication strategies which will be used to target the different audience groups (users, stakeholders, advisors, media, decision-makers, etc.) via an assortment of communication methods (Internet and email, formal and informal documents, multi-media presentations, and face-to-face meetings). This document serves as the core of the BIS change management effort and will be updated throughout the life of the project.

Effective communication and outreach, both internal and external to FDLE is critical to the overall new repository statewide BIS during the design, development, and implementation phase of the project and to ensure increased understanding, involvement, and buy-in from all stakeholders. The objectives of the Communications Plan include the following:

- To ensure that target audiences are aware of and understand the purpose and mission of FDLE, particularly as it relates to crime statistics reporting, understand the rationale for development of a new system, and know what will and what will not change as a result of this project.
- To ensure that all audiences and stakeholder groups recognize the benefits of an updated reporting method, and how it will help organizations achieve their criminal justice objectives.
- To provide information to external customers on how implementation of the updated BIS may affect current and future work processes and what will be done to mitigate any perceived negative effects, address and clarify any unrealistic user expectations, and achieve "buy-in" from the internal and external user community.
- To maintain a dynamic and proactive communications campaign, in which information is updated and continuously provided for the benefit of the entire user community, and to establish a culture in which feedback is encouraged and is gathered and evaluated to ensure that project objectives will be met and project goals achieved.

The Project Manager is responsible for developing and maintaining a Communication Management Plan. This plan will document how and in what format information will be communicated, when and where communications are made, and who is responsible for providing each type of communication.

Topics included in the Communication Management Plan:

1. Target Audience - Identification of all possible audience groups in as much detail as possible:
   - Specific stakeholder groups (police departments, sheriffs' offices, etc.)
   - Project Team
   - Project Steering Committee
   - FDLE management
   - FDLE customers
   - Legislature

- Oversight agencies

2. Communication Method - Communications may be formal, such as status reports, Operational Work Plans, newsletters, and quarterly meetings or informal such as notices or announcements through email or website. Communications may also be in written form or face-to-face. Examples include such things as:
   - Status reports
   - Operational Work Plans
   - Stakeholder /customer surveys
   - Project newsletters
   - Pamphlets
   - Project website
   - Ad Hoc notices
   - Project Steering Committee meetings
   - Project Team meetings
   - FDLE Executive Management briefs

3. Method of Delivery - Methods of delivery could be such things as:
   - Emails
   - Presentations
   - Reports
   - Website
   - Documents (electronic or paper)
   - Meetings

4. Frequency
   Some communications could be set at regular intervals such as meetings or reports required annually, quarterly, biweekly, etc. or upon specific project milestone or phase timelines according to project needs. Some communication could also be random and event-specific such as notices dealing with specific issues.

5. Responsibility
   Each type of communication must be assigned to the PM or a specific member of the Project Team.

Risk Management

The selected vendor(s) will provide a Risk Management Plan that describes the plan to manage risks throughout the life of the project. A risk refers to future conditions or circumstances, which will have an adverse impact on the project if they occur, that exist outside of the control of FDLE or the Project Team. In other words, a risk is a potential future problem. Risk management is performed continually over the life of the project. Risk management includes the following:

Step 1: Identify major risks to project success

Step 2: Assess the potential impact of each risk and its probability of occurrence

Step 3: Determine appropriate contingency plans

Step 4: Determine the acceptable level of tolerance for each risk

Step 5: Specify mitigation strategies to be implemented for critical risks

Step 6: Periodically review the effectiveness of mitigation strategies and identify any new risks.

Risk identification occurs throughout the life of the project. Any project stakeholder, Project Team member, customer or contractor can submit a risk at any time. A risk mitigation session is conducted at the start of each build or phase. The PM will manage the FDLE risk documents which one of the artifacts maintained throughout the life of the project. Distribution of the risk document will be agreed upon between the FDLE and the vendor PM at the beginning of the engagement. The risk document will be an electronic document and available to the Project Team at all times during the project.

The PM (in consultation with the PSC) evaluates the risk and recommends a risk level. The risk level is used to set the priority of the risk and determine how risks should be addressed.

Risk management includes an ongoing cycle of risk identification, analysis and monitoring. FDLE uses TenStep to perform risk management. Each risk with a risk level of medium or high is evaluated to determine if the impact is severe enough that a risk mitigation plan should be created. If a risk mitigation plan is required, the risk is investigated to determine whether or not the resolution of a risk causes the budget, personnel, scope or schedule to change. In the event a risk mitigation plan must be exercised, project change control processes will be used (if necessary) and activities associated with the risk mitigation plan will be added to the Project Schedule to ensure the work is completed. The PM monitors all risk mitigation plans to ensure they are being executed successfully.

Implementation Plan

FDLE will develop the BIS technical specification using the existing BIS specification as the foundation. This specification will include complete documentation, data elements listings, diagrams, and sample data submission messages. FDLE will also establish a developer portal where vendors and agencies can download the technical specification, access documentation and software/tools, ask questions, and request assistance.

Once the sole source procurement contract is in place for the BIS, the vendor(s) will modify their products to meet FDLE's needs and adhere to the business process requirements and the functional and technical requirements defined by FDLE.

The projects will utilize an implementation plan for deploying the solutions to the projection environment. The implementation plan identifies all activities required for successful deployment of the solutions for production use.

The implementation plan will include:

- Implementation Plan (Step-by-step instructions)
- Go-Live Schedule
- Implementation Approvals
- Implementation Communication Plan
- Dependencies
- Resource Requirements
- Failback Plan
- Post-Implementation Tasks

VIII. Appendices

Appendix A – Acronyms and Definitions

Appendix B – Information Technology Standards and Definitions

Appendix C – Estimated Project Budget

Appendix D – Estimated Project Schedule

Appendix E – Cost-Benefit Analysis Worksheet

Appendix F – Risk Assessment Worksheet

Appendix A – Acronyms and Definitions

Abbreviation / Acronym	Description
ASM	Application Security Module
BEBR	Bureau of Economic and Business Research at the University of Florida
BJS	Bureau of Justice Statistics, U.S. Department of Justice
CAD	Computer Aided Dispatch
CBA	Cost Benefit Analysis
CJIS	Criminal Justice Information Services
CJNET	Florida Criminal Justice Network. A communications network maintained by FDLE that provides access to state and national criminal justice resources relating to Law Enforcement, Judicial, and Correctional information.
COTS	Commercial Off-The-Shelf
CPU	Central Processing Unit
DABT	Florida Division of Alcoholic Beverages and Tobacco
DAO	Data Access Object
DMS	Department of Management Services
DMZ	Demilitarized Zone. In computer security, a DMZ is a physical or logical subnetwork that contains and exposes an organization's external-facing services to an untrusted network, usually a larger network such as the Internet.
DOJ	U.S. Department of Justice
FBI	Federal Bureau of Investigation
FDLE	Florida Department of Law Enforcement
FDSP	Florida has two systems that agencies use to share record management system (RMS), jail management system (JMS), computer-aided dispatch (CAD), and other investigative data with each other and law enforcement partners outside of Florida. The Orlando region uses the Federated Integrated Network for Data Exchange and Retrieval (FINDER) and the remainder of the state uses the Naval Criminal Investigative Service's (NCIS) Law Enforcement Information Exchange (LInX) system. Both systems are integrated with each other and share data with other LInX systems around the United States including the Department of Defense Law Enforcement Defense Data Exchange (D-DEx). In both systems, the agency data is mapped into a common data format and

Abbreviation / Acronym	Description
	then stored in a database that is accessible to the other agencies. Collectively known as the Florida Data Sharing Project (FDSP), these systems capture most, but not all of the data elements required for NIBRS reporting. Data in the systems is updated by the agencies on a daily basis. Florida also participates in the FBI's National Data Exchange (N-DEx) system which is a national repository for a subset of the data stored in FDSP. Data is uploaded to N-DEx in the FBI National Information Exchange Model (NIEM) Information Exchange Package Documentation (IEPD) specification format.
FHP	Florida Highway Patrol
FIBRS	Florida Incident Based Reporting System
FSAC	Florida Statistical Analysis Center
FWC	Florida Fish and Wildlife Conservation Commission
FY	Fiscal Year
GB	Gigabyte
IBR	Incident Based Reporting. A crime data collection approach consisting of details of criminal incidents, rather than summary counts as in SRS.
IEPD	Information Exchange Package Documentation. A NIEM specification for a specific data exchange. Contains data describing the structure, content, and other artifacts of the information exchange, supporting a specific set of business requirements.
IG	Inspector General
IT	Information Technology
ITS	Information Technology Services
Kentico	Webpage content management system
LBR	Legislative Budget Request
MDT	Mobile Data Terminal
N-DEx	FBI National Data Exchange. An unclassified national information sharing system that enables criminal justice agencies to search, link, analyze, and share local, state, tribal, and federal records. N-DEx contains incident, arrest, and booking reports; pretrial investigations; supervised released reports; calls for service; photos; and field contact/identification records. Includes over 3,000 data elements.
NCS-X	National Crime Statistics Exchange. An effort to expand the FBI's National

Abbreviation / Acronym	Description
	Incident-Based Reporting System (NIBRS) into a nationally representative system of incident-based crime statistics. Managed by BJS and the FBI.
NIBRS	National Incident Based Reporting System. The FBI IBR used by law enforcement agencies in the U.S. for collecting and reporting crime data. Includes 58 data elements.
NIEM	National Information Exchange Model. An XML-based information exchange framework that defines a common vocabulary enabling efficient information exchange across diverse public and private organizations. Supported by DHS, DoD and DOJ.
NLETS	International Justice & Public Safety Network, formerly known as the National Law Enforcement Telecommunications System. Nationwide interstate justice and public safety network for the exchange of law enforcement-, criminal justice-, and public safety-related information.
ODBC	Open Database Connectivity
ORI	Originating Agency Identifer
OS	Operating System
PD	Police Department
PDF	Portable Document Format
R2	Release 2
RAM	Random Access Memory
RMS	Records Management System
SAN	Storage Area Network
SAS	Company name, originally known as Statistical Analysis System
SE	Standard Edition
SME	Subject Matter Expert
SO	Sheriff's Office
SQL	Structured Query Language
SRS	Summary Reporting System. A crime data collection approach consisting of counts of offenses and arrests for certain offense categories occurring over a period of time, rather than criminal incident details as in IBR.
UCR	Uniform Crime Reporting. An FBI program that compiles official data on crime in the United States. Includes SRS and NIBRS, as well as programs for Law

Abbreviation / Acronym	Description
	Enforcement Officers Killed or Assaulted, Hate Crimes, Cargo Theft, and Human Trafficking reporting.
UCRDB	System name of one of FDLE's UCR database servers
UCRDBWEB	System name of one of FDLE's UCR database servers
UF	University of Florida
Use-of-Force	Use-of-Force. The FBI program to collect data on police-involved shootings and use of force, which includes any use of force that results in the death or serious bodily injury of a person, as well as when a law enforcement officer discharges a firearm at or in the direction of a person. Includes approximately 90 data elements.
XML	Extensible Markup Language

Appendix B – FDLE's Information Technology Standards

The following IT standards have been adopted for FDLE's information systems and services. The application of specific standards may depend on requirements of the systems and services. Questions should be directed to the Division of Information Technology Services.

a. Architecture
- Approved cloud computing service is authorized for FDLE applications.
- Information systems will be developed to operate in a multi-tier architecture
- Web-based interfaces will be used for the presentation (user) tier
- Information systems will use load-balancing where appropriate
- Information systems will operate on clustered server environments where appropriate
- Development and testing will be performed on separate non-production servers
- No data or transactions are to be lost due to isolated failures of equipment

b. Servers
- Servers will be scaled to handle large bursts of transactions on each interface where appropriate
- Virtualization will be used when possible
- Server operating systems will be either Red Hat Linux or Microsoft Windows Server

c. Storage
- Information systems will be designed to use redundant storage technologies in primary and backup or secondary (DR) sites
- Backup and recovery processes will enable the recovery of data and software in the event that primary files are corrupted or destroyed

d. Network
- When officer or public safety is involved, CJNET will be the preferred network transport
- Firewalls will be used to monitor and control incoming and outgoing network traffic

e. Database
- FDLE supports relational database(s) using either Oracle RDBMS, Microsoft SQL Server or MySQL
- Audit logs will capture forensic metadata for all changes to data, including changes made by FDLE staff

f. Application Software
- Commercial software products must be reviewed and approved by ITS
- Software development standards are specified in FDLE Development Standards Version 2.0
- FDLE supports software development using Java EE or Microsoft .NET
- Java development standards are specified in Java Development Standards Version 2.0
- Web-based application standards are specified in JSF Web Framework Standards Version 2.0
- JBoss is the preferred application server platform used for FDLE information systems
- Web Services should be used where possible when application communicates outside the agency

g. Security
- 28 CFR Part 20 and Public Law 92-544, regulates sharing criminal justice information with criminal justice and non-criminal justice governmental agencies

- Systems that store or process criminal history information shall meet the FBI CJIS Security Policy (CSP)
- Florida Statutes
    - Chapter 119, F.S. – Public Records
    - Section 282.318, F.S. – Security of data and information technology
    - Section 501.171, F.S. – Security of confidential personal information
    - Chapter 943, F.S. – Department of Law Enforcement
- Administrative Rules
    - 60GG-2, F.A.C., Information Security
    - 60GG-4, F.A.C. – Cloud Computing
    - 60GG-5, F.A.C. – Information Technology Architecture Standards
- FDLE Policies -
    - 1.4 – Use of FDLE Resources
    - 2.5 – Information Security
    - 2.6 – Acceptable Use of Information Technology
    - 3.1 – Background Investigations.

- Cloud Computing
    - Microsoft Azure Security Best Practices

- Industry Standards – Where applicable, compliance with the following standards is preferred:
    - Lightweight Directory Access Protocol (LDAP)/Active Directory (AD)
    - Security Assertion Markup Language (SAML)
    - Global Federated Identity and Privilege Management (GFIPM)

h. Availability
- FDLE's standards on availability: minimum 99.5% uptime

i. Data Communication Standards
- Sections 282.701 to 282.711, F.S. – Communication Information Technology Services Act
- National Information Exchange Model (NIEM)
- FBI Criminal Justice Information Services (CJIS) Standards, including those associated with;
    - National Crime Information Center (NCIC)
    - Interstate Identification Index (III)
    - National Fingerprint File (NFF)
    - National Instant Criminal Background Check System (NICS)
    - National Data Exchange (N-Dex)

j. Accessibility
- United States Rehabilitation Act – Section 508 details accessibility standards for all systems
- Section 282.601 to 282.606, F.S. – Accessibility of Information and Technology

k. Desktop Computing
- Microsoft Windows Operating System
- Microsoft Office
- Microsoft Visio
- Microsoft Project
- Adobe Acrobat

l. Project Management
- Sections 282.003 to 282.318, F.S. – Information Technology Management Act
- Rule 60GG-1, F.A.C. – Project Management and Oversight Standards
- Project Management Institute, Project Management Body of Knowledge (PMBOK)
- All production deployments must follow ITS procedure 5.1 “Production Change” CCCB

m. Deviations from these standards must be directed ITS for review and approval.

n. All identified technologies must be in a supported version

Florida Department of Law Enforcement
IT Project Budget Summary

Title:	BIS Modernization		
Tracking #:	TBD		
Customer:	Criminal Justice Information Servic	**Customer Contact:**	
Manager:	TBD	**ITS Lead:**	
Planned Start:	7/1/2021	**Planned Finish:**	6/30/2024
Duration (mos):	36.5		
Baseline Date:	7/1/2021		
Revision Date:		**Version #:**	1.0

Project Budget	**Planned**	**Planned**	**Planned**	**Planned**	
Cost Elements	**FY 21-22**	**FY 22 -23**	**FY 23-24**	**FY 24-25**	**Totals**
Staff					
State Staff	$0	$0	$0	$0	$0
OPS	$0	$0	$0	$0	$0
Expenses					
Project Deliverables	$0	$0	$0	$0	$0
Other Expenses	$240,000	$30,000	$30,000	$30,000	$330,000
Contract Services					
Contract Staff	$370,000	$370,000	$370,000	$370,000	$1,480,000
Project Deliverables	$2,719,092	$3,000,000	$4,200,000	$0	$9,919,092
Other IT Services	$650,000	$650,000	$1,150,000	$650,000	$3,100,000
Total	**$3,979,092**	**$4,050,000**	**$5,750,000**	**$1,050,000**	**$14,829,092**

Maintenance Budget

Cost Elements	**FY 21-22**	**FY 22 -23**	**FY 23-24**	**FY 24-25**	**Totals**
Maintenance Expenses	$0	$195,000	$195,000	$195,000	$585,000
Contracted Services Maintenance	$0	$1,652,429	$5,083,983	$6,932,174	$13,668,586
Total	**$0**	**$1,847,429**	**$5,278,983**	**$7,127,174**	**$14,253,586**

Florida Department of Law Enforcement
IT Project Cost Estimate

Title:	BIS Modernization
Tracking #:	TBD
Manager:	TBD
Duration:	36.5
Baseline Date:	7/1/2020
Revision Date:	September 2, 2020
Version #:	

Cost Elements	Description	One Time Costs	Annual Recurring Costs		Planned Cost FY 21-22	Planned Cost FY 22-23	Planned Cost FY 23-24	Planned Cost FY 24-25	Planned Total
Expenses									
	Contingency				$30,000	$30,000	$30,000	$30,000	$120,000
Other Expenses	**Subtotal**	$0	$0		**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 120,000**
	Express Route				$210,000	$195,000	$195,000	$195,000	$795,000
Other Expenses		$0	$0		**$210,000**	**$195,000**	**$195,000**	**$195,000**	**$795,000**
Expenses	**Subtotal**	**$0**	**$0**		**$ 240,000**	**$ 225,000**	**$ 225,000**	**$ 225,000**	**$ 915,000**
Contract Services									
	Project Manager				$200,000	$200,000	$200,000	$200,000	$800,000
	Buisness Analyst				$170,000	$170,000	$170,000	$170,000	$680,000
Contract Staff	**Subtotal**	$0	$0		**$370,000**	**$ 370,000.00**	**$ 370,000.00**	**$370,000**	**$1,480,000**
	Implementation Phase 1.1				$1,211,156				$1,211,156
	Implementation Phase 1.2				$1,507,936				$1,507,936
	Implementation Phase 2					$3,000,000			$3,000,000
	Implementation Phase 3						$4,200,000		$4,200,000
Project Deliverables	**Subtotal**	$0	$0		**$ 2,719,092.00**	**$ 3,000,000.00**	**$4,200,000**	**$0**	**$9,919,092**
	Maintenance Phase 1.1					$681,204	$701,871	$724,996	$2,108,071
	Maintenance Phase 1.2					$971,225	$1,001,338	$1,030,839	$3,003,402
	Maintenance Phase 2						$3,380,774	$3,587,845	$6,968,619
	Maintenance Phase 3							$1,588,494	$1,588,494
Maintenance	**Subtotal**	$0	$0		$ -	**$ 1,652,429.00**	**$ 5,083,983.00**	**$6,932,174**	**$13,668,586**
	CCH Modifications						$500,000		$500,000
	IV&V Services				$350,000	$350,000	$350,000	$350,000	$1,400,000
	Contingency				$300,000	$300,000	$300,000	$300,000	$1,200,000
Other IT Services	**Subtotal**	$0	$0		**$650,000**	**$650,000**	**$1,150,000**	**$650,000**	**$3,100,000**
Contract Services	**Subtotal**	**$0**	**$0**		**$ 3,739,092.00**	**$ 5,672,429.00**	**$ 10,803,983.00**	**$ 7,952,174.00**	**$ 28,167,678.00**
Grand Total		**$0**	**$0**		**$3,979,092**	**$5,897,429**	**$11,028,983**	**$8,177,174**	**$29,082,678**

BIS Modernization Project Estimated Schedule

	FDLE FISCAL YEAR 2021-2022				FDLE FISCAL YEAR 2022-2023				FDLE FISCAL YEAR 2023-2024				FDLE FISCAL YEAR 2024-2025			
Phase / Timeline	Jul-Sep 2021	Oct-Dec 2021	Jan-Mar 2022	Apr-Jun 2022	Jul-Sep 2022	Oct-Dec 2022	Jan-Mar 2023	Apr-Jun 2023	Jul-Sep 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024	Jul-Sep 2024	Oct-Dec 2024	Jan-Mar 2025	Apr-Jun 2025
1.1 - Database for Disaster Recovery																
1.2 - Rapid ID																
2 - Latent Print Workstations																
3 - Ten-Print																

State of Florida
Cost Benefit Analysis

APPENDIX E

Fiscal Year 2021-22

CBAForm 1 - Net Tangible Benefits

Agency: Florida Department of Law Enforcement

Project: Biometric Identification System Modernization

Net Tangible Benefits - Operational Cost Changes (Costs of Current Operations versus Proposed Operations as a Result of the Project) and Additional Tangible Benefits -- CBAForm 1A

Agency *(Recurring Costs Only -- No Project Costs)*	FY 2021-22			FY 2022-23			FY 2023-24			FY 2024-25			FY 2025-26		
	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a)+(b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Cost Change Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project
A. Personnel Costs -- Agency-Managed Staff	$166,764	$0	$166,764	$166,764	$0	$166,764	$166,764	$0	$166,764	$166,764	$0	$166,764	$166,764	$0	$166,764
A.b Total Staff	2.50	0.00	2.50	2.50	0.00	2.50	2.50	0.00	2.50	2.50	0.00	2.50	2.50	0.00	2.50
A-1.a. State FTEs (Salaries & Benefits)	$166,764	$0	$166,764	$166,764	$0	$166,764	$166,764	$0	$166,764	$166,764	$0	$166,764	$166,764	$0	$166,764
A-1.b. State FTEs (#)	2.50	0.00	2.50	2.50	0.00	2.50	2.50	0.00	2.50	2.50	0.00	2.50	2.50	0.00	2.50
A-2.a. OPS Staff (Salaries)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
A-2.b. OPS (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A-3.a. Staff Augmentation (Contract Cost)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
A-3.b. Staff Augmentation (# of Contractors)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
B. Application Maintenance Costs	$1,613,554	$0	$1,613,554	$1,613,554	$1,847,429	$3,460,983	$1,613,554	$5,278,983	$6,892,537	$1,613,554	$7,127,629	$8,741,183	$1,613,554	$7,470,675	$9,084,229
B-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-2. Hardware	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B-3. Software	$1,613,554	$0	$1,613,554	$1,613,554	$1,652,429	$3,265,983	$1,613,554	$5,083,983	$6,697,537	$1,613,554	$6,932,629	$8,546,183	$1,613,554	$7,275,675	$8,889,229
B-4. Other Express Route	$0	$0	$0	$0	$195,000	$195,000	$0	$195,000	$195,000	$0	$195,000	$195,000	$0	$195,000	$195,000
C. Data Center Provider Costs	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-1. Managed Services (Staffing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-2. Infrastructure	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-3. Network / Hosting Services	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-4. Disaster Recovery	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
C-5. Other Specify	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
D. Plant & Facility Costs	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E. Other Costs	$15,838	$0	$15,838	$15,838	$0	$15,838	$15,838	$0	$15,838	$15,838	$0	$15,838	$15,838	$0	$15,838
E-1. Training	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-2. Travel	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
E-3. Other FTE Expense & HR Services	$15,838	$0	$15,838	$15,838	$0	$15,838	$15,838	$0	$15,838	$15,838	$0	$15,838	$15,838	$0	$15,838
Total of Recurring Operational Costs	$1,796,155	$0	$1,796,155	$1,796,155	$1,847,429	$3,643,584	$1,796,155	$5,278,983	$7,075,138	$1,796,155	$7,127,629	$8,923,784	$1,796,155	$7,470,675	$9,266,830
F. Additional Tangible Benefits:		$0			$0			$0			$0			$0	
F-1. Specify		$0			$0			$0			$0			$0	
F-2. Specify		$0			$0			$0			$0			$0	
F-3. Specify		$0			$0			$0			$0			$0	
Total Net Tangible Benefits:		$0			($1,847,429)			($5,278,983)			($7,127,629)			($7,470,675)	

CHARACTERIZATION OF PROJECT BENEFIT ESTIMATE -- CBAForm 1B

Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous	☐	Confidence Level	
Order of Magnitude	☐	Confidence Level	
Placeholder	☐	Confidence Level	

Florida Department of Law Enforcement

Biometric Identification System Modernization

Costs entered into each row are mutually exclusive. Insert rows for detail and modify

CBAForm 2A Baseline Project Budget

				FY2021-22			FY2022-23			FY2023-24			FY2024-25			FY2025-26			TOTAL
			$ -		$ 3,979,092			$ 4,050,000			$ 5,750,000			$ 1,050,000			$ -		$14,829,092
Item Description *(remove guidelines and annotate entries here)*	**Project Cost Element**	**Appropriation Category**	**Current & Previous Years Project-Related Cost**	**YR 1 #**	**YR 1 LBR**	**YR 1 Base Budget**	**YR 2 #**	**YR 2 LBR**	**YR 2 Base Budget**	**YR 3 #**	**YR 3 LBR**	**YR 3 Base Budget**	**YR 4 #**	**YR 4 LBR**	**YR 4 Base Budget**	**YR 5 #**	**YR 5 LBR**	**YR 5 Base Budget**	**TOTAL**
Staffing costs for personnel using Time & Expense.	**Staff Augmentation**	Contracted Services	$ -	1.00	$ 170,000	$ -	1.00	$ 170,000	$ -	1.00	$ 170,000	$ -	1.00	$ 170,000	$ -	0.00	$ -	$ -	**$ 680,000**
Project management personnel and related deliverables.	**Project Management**	Contracted Services	$ -	1.00	$ 200,000	$ -	1.00	$ 200,000	$ -	1.00	$ 200,000	$ -	1.00	$ 200,000	$ -	0.00	$ -	$ -	**$ 800,000**
Project oversight to include Independent Verification & Validation (IV&V) personnel and related deliverables.	**Project Oversight**	Contracted Services	$ -	0.00	$ 350,000	$ -	0.00	$ 350,000	$ -	0.00	$ 350,000	$ -	0.00	$ 350,000	$ -	0.00	$ -	$ -	**$ 1,400,000**
Commercial software purchases and licensing costs.	**Commercial Software**	Contracted Services	$ -		$ 2,719,092	$ -		$ 3,000,000	$ -		$ 4,200,000	$ -		$ -	$ -		$ -	$ -	**$ 9,919,092**
Other contracted services not included in other categories.	**Other Services**	Contracted Services	$ -		$ 300,000	$ -		$ 300,000	$ -		$ 800,000	$ -		$ 300,000	$ -		$ -	$ -	**$ 1,700,000**
Other project expenses not included in other categories.	**Other Expenses**	Expense	$ -		$ 240,000	$ -		$ 30,000	$ -		$ 30,000	$ -		$ 30,000	$ -		$ -	$ -	**$ 330,000**
	Total		**$ -**	**2.00**	**$ 3,979,092**	**$ -**	**2.00**	**$ 4,050,000**	**$ -**	**2.00**	**$ 5,750,000**	**$ -**	**2.00**	**$ 1,050,000**	**$ -**	**0.00**	**$ -**	**$ -**	**$14,829,092**

CBAForm 2 - Project Cost Analysis

Agency: Florida Department of Law Enforcement

Project: Biometric Identification System Modernization

PROJECT COST SUMMARY	*PROJECT COST SUMMARY (from CBAForm 2A)*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
TOTAL PROJECT COSTS (*)	$3,979,092	$4,050,000	$5,750,000	$1,050,000	$0	$14,829,092
CUMULATIVE PROJECT COSTS *(includes Current & Previous Years' Project-Related Costs)*	$3,979,092	$8,029,092	$13,779,092	$14,829,092	$14,829,092	
Total Costs are carried forward to CBAForm3 Project Investment Summary worksheet.						

PROJECT FUNDING SOURCES	*PROJECT FUNDING SOURCES - CBAForm 2B*					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
General Revenue	$3,979,092	$4,050,000	$5,750,000	$1,050,000	$0	$14,829,092
Trust Fund	$0	$0	$0	$0	$0	$0
Federal Match ☐	$0	$0	$0	$0	$0	$0
Grants ☐	$0	$0	$0	$0	$0	$0
Other ☐ Specify	$0	$0	$0	$0	$0	$0
TOTAL INVESTMENT	$3,979,092	$4,050,000	$5,750,000	$1,050,000	$0	$14,829,092
CUMULATIVE INVESTMENT	$3,979,092	$8,029,092	$13,779,092	$14,829,092	$14,829,092	

Characterization of Project Cost Estimate - CBAForm 2C			
Choose Type		Estimate Confidence	Enter % (+/-)
Detailed/Rigorous		Confidence Level	
Order of Magnitude		Confidence Level	
Placeholder		Confidence Level	

CBAForm 3 - Project Investment Summary

Agency: Florida Department of Law Enforcement

Project: Biometric Identification System Modernization

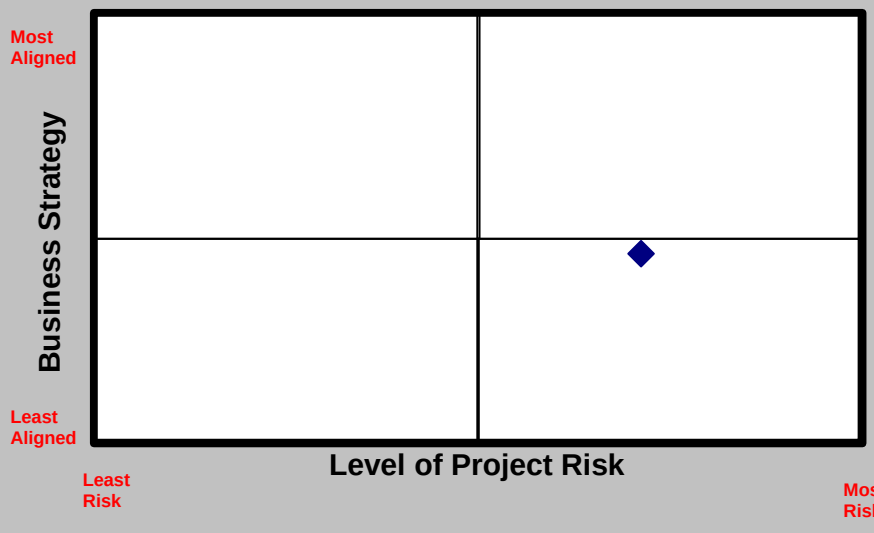
COST BENEFIT ANALYSIS -- CBAForm 3A	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL FOR ALL YEARS
Project Cost	$3,979,092	$4,050,000	$5,750,000	$1,050,000	$0	$14,829,092
Net Tangible Benefits	$0	($1,847,429)	($5,278,983)	($7,127,629)	($7,470,675)	($21,724,716)
Return on Investment	($3,979,092)	($5,897,429)	($11,028,983)	($8,177,629)	($7,470,675)	($36,553,808)
Year to Year Change in Program Staffing	0	0	0	0	0	

RETURN ON INVESTMENT ANALYSIS -- CBAForm 3B		
Payback Period (years)	NO PAYBACK	Payback Period is the time required to recover the investment costs of the project.
Breakeven Fiscal Year	NO PAYBACK	Fiscal Year during which the project's investment costs are recovered.
Net Present Value (NPV)	($32,600,812)	NPV is the present-day value of the project's benefits less costs over the project's lifecycle.
Internal Rate of Return (IRR)	NO IRR	IRR is the project's rate of return.

Investment Interest Earning Yield -- CBAForm 3C	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Fiscal Year					
Cost of Capital	3.30%	3.42%	3.51%	3.63%	3.80%

Project	*Biometric Identification Solution Modernization*	
Agency	*Florida Department of Law Enforcement*	
FY 2021-22 LBR Issue Code:	**FY 2021-22 LBR Issue Title:**	
36124C0	*BIS Modernization*	
Risk Assessment Contact Info (Name, Phone #, and E-mail Address):		
Ebony Tisby-- ebonytisby@fdle.state.fl.us--850-410-8860		
Executive Sponsor	*Charles Schaeffer*	
Project Manager	*Ebony Tisby*	
Prepared By	*Ebony Tisby*	*9/11/2020*

Risk Assessment Summary



Project Risk Area Breakdown

Risk Assessment Areas	*Risk Exposure*
Strategic Assessment	MEDIUM
Technology Exposure Assessment	MEDIUM
Organizational Change Management Assessment	MEDIUM
Communication Assessment	HIGH
Fiscal Assessment	HIGH
Project Organization Assessment	MEDIUM
Project Management Assessment	MEDIUM
Project Complexity Assessment	HIGH
Overall Project Risk	HIGH

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Biometric Identification Solution Modernization	
3	Section 1 -- Strategic Area			
4	#	**Criteria**	**Values**	Answer
5	1.01	Are project objectives clearly aligned with the agency's legal mission?	0% to 40% -- Few or no objectives aligned	81% to 100% -- All or nearly all objectives aligned
6			41% to 80% -- Some objectives aligned	
7			81% to 100% -- All or nearly all objectives aligned	
8	1.02	Are project objectives clearly documented and understood by all stakeholder groups?	Not documented or agreed to by stakeholders	Informal agreement by stakeholders
9			Informal agreement by stakeholders	
10			Documented with sign-off by stakeholders	
11	1.03	Are the project sponsor, senior management, and other executive stakeholders actively involved in meetings for the review and success of the project?	Not or rarely involved	Most regularly attend executive steering committee meetings
12			Most regularly attend executive steering committee meetings	
13			Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings	
14	1.04	Has the agency documented its vision for how changes to the proposed technology will improve its business processes?	Vision is not documented	Vision is completely documented
15			Vision is partially documented	
16			Vision is completely documented	
17	1.05	Have all project business/program area requirements, assumptions, constraints, and priorities been defined and documented?	0% to 40% -- Few or none defined and documented	41% to 80% -- Some defined and documented
18			41% to 80% -- Some defined and documented	
19			81% to 100% -- All or nearly all defined and documented	
20	1.06	Are all needed changes in law, rule, or policy identified and documented?	No changes needed	No changes needed
21			Changes unknown	
22			Changes are identified in concept only	
23			Changes are identified and documented	
24			Legislation or proposed rule change is drafted	
25	1.07	Are any project phase or milestone completion dates fixed by outside factors, e.g., state or federal law or funding restrictions?	Few or none	Few or none
26			Some	
27			All or nearly all	
28	1.08	What is the external (e.g. public) visibility of the proposed system or project?	Minimal or no external use or visibility	Extensive external use or visibility
29			Moderate external use or visibility	
30			Extensive external use or visibility	
31	1.09	What is the internal (e.g. state agency) visibility of the proposed system or project?	Multiple agency or state enterprise visibility	Multiple agency or state enterprise visibility
32			Single agency-wide use or visibility	
33			Use or visibility at division and/or bureau level only	
34	1.10	Is this a multi-year project?	Greater than 5 years	Greater than 5 years
35			Between 3 and 5 years	
36			Between 1 and 3 years	
37			1 year or less	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Biometric Identification Solution Modernization	
3	Section 2 -- Technology Area			
4	#	Criteria	Values	Answer
5	2.01	Does the agency have experience working with, operating, and supporting the proposed technical solution in a production environment?	Read about only or attended conference and/or vendor presentation	Installed and supported production system more than 3 years
6			Supported prototype or production system less than 6 months	
7			Supported production system 6 months to 12 months	
8			Supported production system 1 year to 3 years	
9			Installed and supported production system more than 3 years	
10	2.02	Does the agency's internal staff have sufficient knowledge of the proposed technical solution to implement and operate the new system?	External technical resources will be needed for implementation and operations	External technical resources will be needed for implementation and operations
11			External technical resources will be needed through implementation only	
12			Internal resources have sufficient knowledge for implementation and operations	
13	2.03	Have all relevant technical alternatives/ solution options been researched, documented and considered?	No technology alternatives researched	Some alternatives documented and considered
14			Some alternatives documented and considered	
15			All or nearly all alternatives documented and considered	
16	2.04	Does the proposed technical solution comply with all relevant agency, statewide, or industry technology standards?	No relevant standards have been identified or incorporated into proposed technology	Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards
17			Some relevant standards have been incorporated into the proposed technology	
18			Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards	
19	2.05	Does the proposed technical solution require significant change to the agency's existing technology infrastructure?	Minor or no infrastructure change required	Minor or no infrastructure change required
20			Moderate infrastructure change required	
21			Extensive infrastructure change required	
22			Complete infrastructure replacement	
23	2.06	Are detailed hardware and software capacity requirements defined and documented?	Capacity requirements are not understood or defined	Capacity requirements are defined only at a conceptual level
24			Capacity requirements are defined only at a conceptual level	
25			Capacity requirements are based on historical data and new system design specifications and performance requirements	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Biometric Identification Solution Modernization	
3	Section 3 -- Organizational Change Management Area			
4	#	Criteria	Values	Answer
5	3.01	What is the expected level of organizational change that will be imposed within the agency if the project is successfully implemented?	Extensive changes to organization structure, staff or business processes	Minimal changes to organization structure, staff or business processes structure
6			Moderate changes to organization structure, staff or business processes	
7			Minimal changes to organization structure, staff or business processes structure	
8	3.02	Will this project impact essential business processes?	Yes	No
9			No	
10	3.03	Have all business process changes and process interactions been defined and documented?	0% to 40% -- Few or no process changes defined and documented	41% to 80% -- Some process changes defined and documented
11			41% to 80% -- Some process changes defined and documented	
12			81% to 100% -- All or nearly all processes defiined and documented	
13	3.04	Has an Organizational Change Management Plan been approved for this project?	Yes	No
14			No	
15	3.05	Will the agency's anticipated FTE count change as a result of implementing the project?	Over 10% FTE count change	Less than 1% FTE count change
16			1% to 10% FTE count change	
17			Less than 1% FTE count change	
18	3.06	Will the number of contractors change as a result of implementing the project?	Over 10% contractor count change	1 to 10% contractor count change
19			1 to 10% contractor count change	
20			Less than 1% contractor count change	
21	3.07	What is the expected level of change impact on the citizens of the State of Florida if the project is successfully implemented?	Extensive change or new way of providing/receiving services or information)	Minor or no changes
22			Moderate changes	
23			Minor or no changes	
24	3.08	What is the expected change impact on other state or local government agencies as a result of implementing the project?	Extensive change or new way of providing/receiving services or information	Minor or no changes
25			Moderate changes	
26			Minor or no changes	
27	3.09	Has the agency successfully completed a project with similar organizational change requirements?	No experience/Not recently (>5 Years)	Recently completed project with greater change requirements
28			Recently completed project with fewer change requirements	
29			Recently completed project with similar change requirements	
30			Recently completed project with greater change requirements	

	B	C	D	E
1	Agency: Agency Name			Project: Project Name
3	Section 4 -- Communication Area			
4	#	Criteria	Value Options	Answer
5	4.01	Has a documented Communication Plan been approved for this project?	Yes	No
6			No	
7	4.02	Does the project Communication Plan promote the collection and use of feedback from management, project team, and business stakeholders (including end users)?	Negligible or no feedback in Plan	Routine feedback in Plan
8			Routine feedback in Plan	
9			Proactive use of feedback in Plan	
10	4.03	Have all required communication channels been identified and documented in the Communication Plan?	Yes	No
11			No	
12	4.04	Are all affected stakeholders included in the Communication Plan?	Yes	No
13			No	
14	4.05	Have all key messages been developed and documented in the Communication Plan?	Plan does not include key messages	Plan does not include key messages
15			Some key messages have been developed	
16			All or nearly all messages are documented	
17	4.06	Have desired message outcomes and success measures been identified in the Communication Plan?	Plan does not include desired messages outcomes and success measures	Plan does not include desired messages outcomes and success measures
18			Success measures have been developed for some messages	
19			All or nearly all messages have success measures	
20	4.07	Does the project Communication Plan identify and assign needed staff and resources?	Yes	No
21			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Biometric Identification Solution Modernization	
3	Section 5 -- Fiscal Area			
4	#	Criteria	Values	Answer
5	5.01	Has a documented Spending Plan been approved for the entire project lifecycle?	Yes	No
6			No	
7	5.02	Have all project expenditures been identified in the Spending Plan?	0% to 40% -- None or few defined and documented	41% to 80% -- Some defined and documented
8			41% to 80% -- Some defined and documented	
9			81% to 100% -- All or nearly all defined and documented	
10	5.03	What is the estimated total cost of this project over its entire lifecycle?	Unknown	Greater than $10 M
11			Greater than $10 M	
12			Between $2 M and $10 M	
13			Between $500K and $1,999,999	
14			Less than $500 K	
15	5.04	Is the cost estimate for this project based on quantitative analysis using a standards-based estimation model?	Yes	Yes
16			No	
17	5.05	What is the character of the cost estimates for this project?	Detailed and rigorous (accurate within ±10%)	Order of magnitude – estimate could vary between 10-100%
18			Order of magnitude – estimate could vary between 10-100%	
19			Placeholder – actual cost may exceed estimate by more than 100%	
20	5.06	Are funds available within existing agency resources to complete this project?	Yes	No
21			No	
22	5.07	Will/should multiple state or local agencies help fund this project or system?	Funding from single agency	Funding from single agency
23			Funding from local government agencies	
24			Funding from other state agencies	
25	5.08	If federal financial participation is anticipated as a source of funding, has federal approval been requested and received?	Neither requested nor received	Neither requested nor received
26			Requested but not received	
27			Requested and received	
28			Not applicable	
29	5.09	Have all tangible and intangible benefits been identified and validated as reliable and achievable?	Project benefits have not been identified or validated	All or nearly all project benefits have been identified and validated
30			Some project benefits have been identified but not validated	
31			Most project benefits have been identified but not validated	
32			All or nearly all project benefits have been identified and validated	
33	5.10	What is the benefit payback period that is defined and documented?	Within 1 year	No payback
34			Within 3 years	
35			Within 5 years	
36			More than 5 years	
37			No payback	
38	5.11	Has the project procurement strategy been clearly determined and agreed to by affected stakeholders?	Procurement strategy has not been identified and documented	Stakeholders have not been consulted re: procurement strategy
39			Stakeholders have not been consulted re: procurement strategy	
40			Stakeholders have reviewed and approved the proposed procurement strategy	
41	5.12	What is the planned approach for acquiring necessary products and solution services to successfully complete the project?	Time and Expense (T&E)	Combination FFP and T&E
42			Firm Fixed Price (FFP)	
43			Combination FFP and T&E	
44	5.13	What is the planned approach for procuring hardware and software for the project?	Timing of major hardware and software purchases has not yet been determined	Just-in-time purchasing of hardware and software is documented in the project schedule
45			Purchase all hardware and software at start of project to take advantage of one-time discounts	
46			Just-in-time purchasing of hardware and software is documented in the project schedule	
47	5.14	Has a contract manager been assigned to this project?	No contract manager assigned	Contract manager assigned is not the procurement manager or the project manager
48			Contract manager is the procurement manager	
49			Contract manager is the project manager	
50			Contract manager assigned is not the procurement manager or the project manager	
51	5.15	Has equipment leasing been considered for the project's large-scale computing purchases?	Yes	Yes
52			No	
53	5.16	Have all procurement selection criteria and outcomes been clearly identified?	No selection criteria or outcomes have been identified	Some selection criteria and outcomes have been defined and documented
54			Some selection criteria and outcomes have been defined and documented	
55			All or nearly all selection criteria and expected outcomes have been defined and documented	
56	5.17	Does the procurement strategy use a multi-stage evaluation process to progressively narrow the field of prospective vendors to the single, best qualified candidate?	Procurement strategy has not been developed	Multi-stage evaluation not planned/used for procurement
57			Multi-stage evaluation not planned/used for procurement	
58			Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor	
59	5.18	For projects with total cost exceeding $10 million, did/will the procurement strategy require a proof of concept or prototype as part of the bid response?	Procurement strategy has not been developed	Yes, bid response did/will include proof of concept or prototype
60			No, bid response did/will not require proof of concept or prototype	
61			Yes, bid response did/will include proof of concept or prototype	
62			Not applicable	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Biometric Identification Solution Modernization	
3	Section 6 -- Project Organization Area			
4	#	Criteria	Values	Answer
5	6.01	Is the project organization and governance structure clearly defined and documented within an approved project plan?	Yes	No
6			No	
7	6.02	Have all roles and responsibilities for the executive steering committee been clearly identified?	None or few have been defined and documented	All or nearly all have been defined and documented
8			Some have been defined and documented	
9			All or nearly all have been defined and documented	
10	6.03	Who is responsible for integrating project deliverables into the final solution?	Not yet determined	System Integrator (contractor)
11			Agency	
12			System Integrator (contractor)	
13	6.04	How many project managers and project directors will be responsible for managing the project?	3 or more	3 or more
14			2	
15			1	
16	6.05	Has a project staffing plan specifying the number of required resources (including project team, program staff, and contractors) and their corresponding roles, responsibilities and needed skill levels been developed?	Needed staff and skills have not been identified	Some or most staff roles and responsibilities and needed skills have been identified
17			Some or most staff roles and responsibilities and needed skills have been identified	
18			Staffing plan identifying all staff roles, responsibilities, and skill levels have been documented	
19	6.06	Is an experienced project manager dedicated fulltime to the project?	No experienced project manager assigned	Yes, experienced project manager dedicated full-time, 100% to project
20			No, project manager is assigned 50% or less to project	
21			No, project manager assigned more than half-time, but less than full-time to project	
22			Yes, experienced project manager dedicated full-time, 100% to project	
23	6.07	Are qualified project management team members dedicated full-time to the project	None	No, business, functional or technical experts dedicated more than half-time but less than full-time to project
24			No, business, functional or technical experts dedicated 50% or less to project	
25			No, business, functional or technical experts dedicated more than half-time but less than full-time to project	
26			Yes, business, functional or technical experts dedicated full-time, 100% to project	
27	6.08	Does the agency have the necessary knowledge, skills, and abilities to staff the project team with in-house resources?	Few or no staff from in-house resources	Mostly staffed from in-house resources
28			Half of staff from in-house resources	
29			Mostly staffed from in-house resources	
30			Completely staffed from in-house resources	
31	6.09	Is agency IT personnel turnover expected to significantly impact this project?	Minimal or no impact	Minimal or no impact
32			Moderate impact	
33			Extensive impact	
34	6.10	Does the project governance structure establish a formal change review and control board to address proposed changes in project scope, schedule, or cost?	Yes	Yes
35			No	
36	6.11	Are all affected stakeholders represented by functional manager on the change review and control board?	No board has been established	No, all stakeholders are not represented on the board
37			No, only IT staff are on change review and control board	
38			No, all stakeholders are not represented on the board	
39			Yes, all stakeholders are represented by functional manager	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Biometric Identification Solution Modernization	
3	Section 7 -- Project Management Area			
4	#	Criteria	Values	Answer
5	7.01	Does the project management team use a standard commercially available project management methodology to plan, implement, and control the project?	No	Yes
6			Project Management team will use the methodology selected by the systems integrator	
7			Yes	
8	7.02	For how many projects has the agency successfully used the selected project management methodology?	None	More than 3
9			1-3	
10			More than 3	
11	7.03	How many members of the project team are proficient in the use of the selected project management methodology?	None	Some
12			Some	
13			All or nearly all	
14	7.04	Have all requirements specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	41 to 80% -- Some have been defined and documented
15			41 to 80% -- Some have been defined and documented	
16			81% to 100% -- All or nearly all have been defined and documented	
17	7.05	Have all design specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	41 to 80% -- Some have been defined and documented
18			41 to 80% -- Some have been defined and documented	
19			81% to 100% -- All or nearly all have been defined and documented	
20	7.06	Are all requirements and design specifications traceable to specific business rules?	0% to 40% -- None or few are traceable	41 to 80% -- Some are traceable
21			41 to 80% -- Some are traceable	
22			81% to 100% -- All or nearly all requirements and specifications are traceable	
23	7.07	Have all project deliverables/services and acceptance criteria been clearly defined and documented?	None or few have been defined and documented	Some deliverables and acceptance criteria have been defined and documented
24			Some deliverables and acceptance criteria have been defined and documented	
25			All or nearly all deliverables and acceptance criteria have been defined and documented	
26	7.08	Is written approval required from executive sponsor, business stakeholders, and project manager for review and sign-off of major project deliverables?	No sign-off required	Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables
27			Only project manager signs-off	
28			Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables	
29	7.09	Has the Work Breakdown Structure (WBS) been defined to the work package level for all project activities?	0% to 40% -- None or few have been defined to the work package level	0% to 40% -- None or few have been defined to the work package level
30			41 to 80% -- Some have been defined to the work package level	
31			81% to 100% -- All or nearly all have been defined to the work package level	
32	7.10	Has a documented project schedule been approved for the entire project lifecycle?	Yes	No
33			No	
34	7.11	Does the project schedule specify all project tasks, go/no-go decision points (checkpoints), critical milestones, and resources?	Yes	No
35			No	
36	7.12	Are formal project status reporting processes documented and in place to manage and control this project?	No or informal processes are used for status reporting	Project team and executive steering committee use formal status reporting processes
37			Project team uses formal processes	
38			Project team and executive steering committee use formal status reporting processes	
39	7.13	Are all necessary planning and reporting templates, e.g., work plans, status reports, issues and risk management, available?	No templates are available	All planning and reporting templates are available
40			Some templates are available	
41			All planning and reporting templates are available	
42	7.14	Has a documented Risk Management Plan been approved for this project?	Yes	No
43			No	
44	7.15	Have all known project risks and corresponding mitigation strategies been identified?	None or few have been defined and documented	Some have been defined and documented
45			Some have been defined and documented	
46			All known risks and mitigation strategies have been defined	
47	7.16	Are standard change request, review and approval processes documented and in place for this project?	Yes	Yes
48			No	
49	7.17	Are issue reporting and management processes documented and in place for this project?	Yes	Yes
50			No	

	B	C	D	E
1	Agency: Florida Department of Law Enforcement		Project: Biometric Identification Solution Modernization	
2				
3	Section 8 -- Project Complexity Area			
4	#	Criteria	Values	Answer
5	8.01	How complex is the proposed solution compared to the current agency systems?	Unknown at this time	Similar complexity
6			More complex	
7			Similar complexity	
8			Less complex	
9	8.02	Are the business users or end users dispersed across multiple cities, counties, districts, or regions?	Single location	More than 3 sites
10			3 sites or fewer	
11			More than 3 sites	
12	8.03	Are the project team members dispersed across multiple cities, counties, districts, or regions?	Single location	More than 3 sites
13			3 sites or fewer	
14			More than 3 sites	
15	8.04	How many external contracting or consulting organizations will this project require?	No external organizations	1 to 3 external organizations
16			1 to 3 external organizations	
17			More than 3 external organizations	
18	8.05	What is the expected project team size?	Greater than 15	9 to 15
19			9 to 15	
20			5 to 8	
21			Less than 5	
22	8.06	How many external entities (e.g., other agencies, community service providers, or local government entities) will be impacted by this project or system?	More than 4	More than 4
23			2 to 4	
24			1	
25			None	
26	8.07	What is the impact of the project on state operations?	Business process change in single division or bureau	Statewide or multiple agency business process change
27			Agency-wide business process change	
28			Statewide or multiple agency business process change	
29	8.08	Has the agency successfully completed a similarly-sized project when acting as Systems Integrator?	Yes	Yes
30			No	
31	8.09	What type of project is this?	Infrastructure upgrade	Combination of the above
32			Implementation requiring software development or purchasing commercial off the shelf (COTS) software	
33			Business Process Reengineering	
34			Combination of the above	
35	8.10	Has the project manager successfully managed similar projects to completion?	No recent experience	Similar size and complexity
36			Lesser size and complexity	
37			Similar size and complexity	
38			Greater size and complexity	
39	8.11	Does the agency management have experience governing projects of equal or similar size and complexity to successful completion?	No recent experience	Greater size and complexity
40			Lesser size and complexity	
41			Similar size and complexity	
42			Greater size and complexity	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2019-2020

Department: Office of Inspector General

Chief Internal Auditor: Lourdes Howell-Thomas

Budget Entity: 710000

Phone Number: 850-410-7241

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
IA-1617-01	Report date: 4/28/2020	Investigations and Forensic Science/ Business Support Program	**This audit is confidential.** The objectives of this audit were to determine if Information and Evidence (I&E) Funds were issued and used in compliance with policies and procedures as well as to review I&E Funds to detect fraud or potential fraud and identify any weak or non-existent internal controls. Eleven (11) findings with forty-three (43) recommendations were identified.	Management agreed with all findings and forty-one (41) out of forty-three (43) recommendations. Corrective actions are in progress.	
Auditor General Report No: 2020-062	Report date: 11/1/2019	Investigations and Forensic Science/ Information Technology Services	**Finding No. 1: Aircraft Services Records and Charges.** Recommendation: We recommend that Department management enhance Department procedures to: •Require Department records evidence the individual passengers on each Department flight, including the purpose of each individual passenger's travel and whether the travel was for official State business. •Ensure passengers not traveling on official State business are charged a prorated portion of the cost of each flight in accordance with State law. •Ensure charges per flight hour are calculated based on actual fixed and variable costs related to the ownership, operation, and use of each Department aircraft. •Ensure AIMS accurately reflects the Department's established cost per flight hour for each Department aircraft. **Finding No. 2: Aircraft Access Controls** Recommendation: We recommend that Department management strengthen certain aircraft access controls.	Corrective actions are in progress.	

			Finding No. 3: AIMS Access Privilege Controls <u>Recommendation:</u> We recommend that Department management enhance controls to ensure that periodic AIMS user access privilege reviews are performed and documented in Department records. We also recommend that Department management enhance procedures to provide for the immediate notification of employment separations and removal of corresponding AIMS user access privileges and designate a position responsible for ensuring that AIMS user access privileges are removed when the AIMS Administrator is unavailable. **Finding No. 4: Retention of Text Messages** <u>Recommendation:</u> To ensure that text messages are retained in accordance with State law, we recommend that Department management make or obtain independent and periodic assessments of the service organization's relevant internal controls. In addition, the Department should enhance policies and procedures to either prohibit Department employees from using their personal devices to send or receive text messages pertaining to official State business or provide for the retention of such messages. **Finding No. 5: Mental Competency Application Records** <u>Recommendation:</u> We recommend that Department management enhance procedures to monitor the timeliness of entries into the MECOM application and continue to work with the Clerks to ensure that adjudication of mental defectiveness and court-ordered mental institution commitment records are timely entered into the MECOM application as required by State law. In addition, we recommend that Department management enhance controls to ensure that Department records evidence timely communication with Clerks who do not report adjudications of mental defectiveness or court-ordered mental institution commitments.		

Fiscal Year 2021-22 LBR Technical Review Checklist

Department/Budget Entity (Service): Florida Department of Law Enforcement

Agency Budget Officer/OPB Analyst Name: Cynthia Barr

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

		Program or Service (Budget Entity Codes)									
	Action	71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
1. GENERAL											
1.1	Are Columns A01, A04, A05, A91, A92, A93, A94, A95, A96, A36, A10, IA1, IA4, IA5, IA6, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns (no trust fund files for narrative columns)? Is Column A02 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for the Trust Fund Files (the Budget Files should already be on TRANSFER CONTROL for DISPLAY and MANAGEMENT CONTROL for UPDATE)? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only (UPDATE status remains on OWNER)? **(CSDI or Web LBR Column Security)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
1.2	Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS:											
1.3	Have Column A03 budget files been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
1.4	Have Column A03 trust fund files been copied to Column A12? Run Schedule I **(SC1R, SC1 or SC1R, SC1D adding column A12**) to verify.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
1.5	Has Column A12 security been set correctly to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for Budget and Trust Fund files? **(CSDR, CSA)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	The agency should prepare the budget request for submission in this order: 1) Copy Column A03 to Column A12, and 2) Lock columns as described above. A security control feature included in the LAS/PBS Web upload process requires columns to be in the proper status before uploading to the portal.										

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
2. EXHIBIT A (EADR, EXA)											
2.1	Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 58 of the LBR Instructions?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2.2	Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2.3	Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 28)? Do they clearly describe the issue?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3. EXHIBIT B (EXBR, EXB)											
3.1	Is it apparent that there is a fund shift where an appropriation category's funding source is different between A02 and A03? Were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
AUDITS:											
3.2	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity and program component at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3.3	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.										
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.										
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, a Special Categories appropriation category (10XXXX) should be used.										

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
4. EXHIBIT D (EADR, EXD)											
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 61 of the LBR Instructions?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.2	Is the program component code and title used correct?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.										
5. EXHIBIT D-1 (ED1R, EXD1)											
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS:											
5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences [with a $5,000 allowance] need to be corrected in Column A01.)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences [with a $5,000 allowance at the department level] need to be corrected in Column A01.)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.										
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.										
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2019-20 approved budget. Amounts should be positive. The $5,000 allowance is necessary for rounding.										
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created. Note that there is a $5,000 allowance at the department level.										
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)											
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

	Program or Service (Budget Entity Codes)									
Action	71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
TIP Exhibit D-3 is not required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.										
7. EXHIBIT D-3A (EADR, ED3A) (Required to be posted to the Florida Fiscal Portal)										
7.1 Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 28 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.2 Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See pages 66 through 68 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.3 Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 68 through 70 of the LBR Instructions?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.4 Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.5 Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E.4 through E.6 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.6 Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.7 Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A. (See page 95 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.8 Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.9 Does the issue narrative reference the specific county(ies) where applicable?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.10 Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #21-001?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the LAS/PBS Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. **(PLRR, PLMO)**	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.15	Are the 33XXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.16	Do the issue codes relating to special *salary and benefits* issues (e.g., position reclassification, pay grade adjustment, overtime/on-call pay, etc.) have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See pages 27 and 90 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.17	Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 24010C0, 30010C0, 33011C0, 160E470, or 160E480)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.18	Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.19	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDIT:											
7.20	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? **(GENR, LBR1)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.21	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? **(GENR, LBR2)**	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? **(GENR, LBR3)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
7.23	Have FCO appropriations been entered into the nonrecurring column (A04)? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.24	Has narrative been entered for all issues requested by the agency? Agencies do not need to include narrative for startup issues (1001000, 2103XXX, etc.) that were not input by the agency. **(NAAR, BSNR)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.25	Has the agency entered annualization issues (260XXX0) for any issue that was partially funded in Fiscal Year 2020-21? Review Column G66 to determine whether any incremental amounts are needed to fully fund an issue that was initially appropriated in Fiscal Year 2020-21. Do not add annualization issues for pay and benefit distribution issues, as those annualization issues (26AXXXX) have already been added to A03.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.										
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 66 through 70 of the LBR Instructions.										
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.										
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).										

	Program or Service (Budget Entity Codes)									
Action	71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
TIP If an appropriation made in the FY 2020-21 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.										
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level) (Required to be posted to the Florida Fiscal Portal)										
8.1 Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.2 Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.3 Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.4 Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
8.5 Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative**;** fixed capital outlay adjustment narrative)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.6 Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.7 If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.8 If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to section 215.32(2)(b), Florida Statutes - including the Schedule ID and applicable legislation?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8.9 Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.10 Are the statutory authority references correct?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to section 215.20, Florida Statutes, for appropriate General Revenue Service Charge percentage rates.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.20	Are appropriate General Revenue Service Charge nonoperating amounts included in Section II?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01, Section III?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
8.25	Are current year September operating reversions (if available) appropriately shown in column A02, Section III?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.27	Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8.28	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.29	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS:											
8.30	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.31	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.32	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.33	Has a Schedule IB been provided for ALL trust funds having an unreserved fund balance in columns A01, A02 and/or A03, and if so, does each column's total agree with line I of the Schedule I?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.34	Have A/R been properly analyzed and any allowances for doubtful accounts been properly recorded on the Schedule IC?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!										
TIP	Determine if the agency is scheduled for trust fund review. (See page 132 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.										

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.										
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.										
9. SCHEDULE II (PSCR, SC2)											
AUDIT:											
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 163 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10. SCHEDULE III (PSCR, SC3)											
10.1	Is the appropriate lapse amount applied? (See page 92 of the LBR Instructions.)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
11. SCHEDULE IV (EADR, SC4)											
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	If IT issues are not coded (with "C" in 6th position or within a program component of 1603000000), they will not appear in the Schedule IV.										
12. SCHEDULE VIIIA (EADR, SC8A)											
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate? Note: FCO issues can be included in the priority listing.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
13. SCHEDULE VIIIB-1 (EADR, S8B1)											
13.1	Do the reductions comply with the instructions provided on pages 100 through 103 of the LBR Instructions regarding an 8.5% reduction in General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used? Verify that excluded appropriation categories and funds were not used (e.g. funds with FSI 3 and 9, etc.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Action	Program or Service (Budget Entity Codes)									
	71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
TIP If all or a portion of an issue is intended to be reduced on a nonrecurring basis, include the total reduction amount in Column A91 and the nonrecurring portion in Column A93										
14. SCHEDULE VIIIB-2 (EADR, S8B2) (Required to be posted to the Florida Fiscal Portal)										
14.1 Do the reductions comply with the instructions provided on pages 104 through 107 of the LBR Instructions regarding a 10% reduction in General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used? Verify that excluded appropriation categories and funds were not used (e.g. funds with FSI 3 and 9, etc.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP Compare the debt service amount requested (IOE N or other IOE used for debt service) with the debt service need included in the Schedule VI: Detail of Debt Service, to determine whether any debt has been retired and may be reduced.										
TIP If all or a portion of an issue is intended to be reduced on a nonrecurring basis, in the absence of a nonrecurring column, include that intent in narrative.										
15. SCHEDULE VIIIC (EADR, S8C) (This Schedule is optional, but if included it is required to be posted to the Florida Fiscal Portal)										
15.1 Does the schedule display reprioritization issues that are each comprised of two unique issues - a deduct component and an add-back component which net to zero at the department level?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15.2 Are the priority narrative explanations adequate and do they follow the guidelines on pages 108 through 110 of the LBR instructions?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15.3 Does the issue narrative in A6 address the following: Does the state have the authority to implement the reprioritization issues independent of other entities (federal and local governments, private donors, etc.)? Are the reprioritization issues an allowable use of the recommended funding source?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
AUDIT:										
15.4 Do the issues net to zero at the department level? **(GENR, LBR5)**	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
16. SCHEDULE XI (UCSR,SCXI) (LAS/PBS Web - see pages 111-115 of the LBR Instructions for detailed instructions) (Required to be posted to the Florida Fiscal Portal in Manual Documents)										

Action	Program or Service (Budget Entity Codes)									
	71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
16.1 Agencies are required to generate this spreadsheet via the LAS/PBS Web. **The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website.** (Note: Pursuant to section 216.023(4) (b), Florida Statutes, the Legislature can reduce the funding level for any agency that does not provide this information.)										
16.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:										
16.3 Does the FY 2019-20 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1)**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.4 None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? **(Audit #1 should print "No Activities Found")**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? **(Audit #2 should print "No Operating Categories Found")**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.6 Has the agency provided the necessary standard (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: The activities listed in **Audit #3** do not have an associated output standard. In addition, the activities were not identified as a Transfer to a State Agency, as Aid to Local Government, or a Payment of Pensions, Benefits and Claims. Activities listed here should represent transfers/pass-throughs that are not represented by those above or administrative costs that are unique to the agency and are not appropriate to be allocated to all other activities.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? **(Audit #4 should print "No Discrepancies Found")**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.										
17. MANUALLY PREPARED EXHIBITS & SCHEDULES (Required to be posted to the Florida Fiscal Portal)										
17.1 Do exhibits and schedules comply with LBR Instructions (pages 116 through 160 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
17.2 Does manual exhibits tie to LAS/PBS where applicable?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

	Action	Program or Service (Budget Entity Codes)									
		71150200	71150300	71550100	71600100	71600200	71600300	71700100	71700200	71800100	71800200
17.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
17.4	Does the LBR include a separate Schedule IV-B for each IT project over $1 million (see page 136 of the LBR instructions for exceptions to this rule)? Have all IV-Bs been emailed to: **IT@LASPBS.STATE.FL.US?**	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
17.5	Are all forms relating to Fixed Capital Outlay (FCO) funding requests submitted in the proper form, including a Truth in Bonding statement (if applicable) ?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS - GENERAL INFORMATION											
TIP	Review *Section 6: Audits* of the LBR Instructions (pages 162-164) for a list of audits and their descriptions.										
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.										
18. CAPITAL IMPROVEMENTS PROGRAM (CIP) (Required to be posted to the Florida Fiscal Portal)											
18.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.5	Are the appropriate counties identified in the narrative?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.										
19. FLORIDA FISCAL PORTAL											
19.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y