



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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July 31, 2018

TO: Honorable Christine Rolfes, Chair
Honorable John Braun, Ranking Member
Senate Ways & Means Committee

Honorable Timm Ormsby, Chair
Honorable Bruce Chandler, Ranking Member
House Appropriations Committee

Honorable Steve Hobbs, Chair
Honorable Curtis King, Ranking Member
Senate Transportation Committee

Honorable Judy Clibborn, Chair
Honorable Mark Harmsworth, Ranking Member
House Transportation Committee

FROM: David Schumacher
Director

A handwritten signature in black ink, appearing to read "D. Schumacher", written over a horizontal line.

**SUBJECT: ONE WASHINGTON QUARTERLY REPORT (APRIL – JUNE 2018) TO
LEGISLATIVE FISCAL COMMITTEES**

Pursuant to the 2017-19 operating and transportation budgets, I am transmitting the fourth quarterly report on One Washington's work covering the time period referenced above.

Background. One Washington is an enterprise program that first received funding in 2013 to begin transforming business processes common across state government. It is tasked with modernizing and improving the aging IT systems that support the state's business functions in finance, procurement, human resources/payroll and budget. Funding was provided in the 2017-19 operating budget to conduct business warehouse planning, plan systems integration, execute strategic partner contracts, design the long-term program blueprint, and assess Washington State Department of Transportation readiness. Additional funding was provided in the 2018 supplemental budget to identify business capabilities and technical specifications to choose the software for implementing our integrated finance and procurement system. Additional funding for WSDOT was also provided.

Program blueprint. The final version of the [program blueprint](#) was published. This eight-year plan details the technology and nontechnology initiatives needed to implement each project phase to achieve comprehensive business transformation. The program blueprint was set up in three phases or versions.

Program blueprint version 1 was completed in September 2017 to support our supplemental budget request for fiscal year 2019. Program blueprint version 2 was completed in December 2017 and includes a [change](#)

[management strategy](#). This past quarter we finalized the third and final version of the [program blueprint](#), which was published in June 2018. This version included additional components on performance measures, risk mitigation, business intelligence and financing strategies, as well as additional refinements on master data management and agency wave assignments for deploying the final integrated finance and procurement system.

Integration strategy and plan. The [integration strategy](#) was published in fall 2017. The [integration plan](#), which included agency and enterprise detail, was published in June 2018. The integration plan includes an inventory of agency systems that can be replaced with the new enterprise systems and agency systems that will require an updated interface. The integration plan also provides a schedule of system integration changes to align with the implementation schedule of the new enterprise system. The team met with more than 44 agencies and completed 314 system impact analyses to create this report.

In May 2018, One Washington staff hosted four vendor demonstrations of software that could meet the state's needs. More than 200 staff from various state agencies attended these demonstrations and took a follow-up survey. The survey results indicated that the demonstrations successfully met the goals of exposing state employees to products for the public sector and building awareness of how the state could conduct business with modern software.

WSDOT readiness. WSDOT needs to upgrade its aging financial system in the next five years, primarily due to technical obsolescence. WSDOT and the Office of Financial Management have concluded that it continues to be in the state's best interest for WSDOT to remain a part of the One Washington project. Based on a high-level analysis of WSDOT-specific business requirements, WSDOT and OFM agree that the state has a tremendous opportunity to implement one financial system for the entire state. We are moving forward with the assumption that WSDOT will decommission TRAINS (its current financial system) and use One Washington's statewide system.

WSDOT and OFM signed an interagency agreement for readiness activities funded by the supplemental budget.

WSDOT performed the following organizational change management activities in the past quarter:

- Delivered a pre-project communications plan.
- Completed an initial draft of FAQs, communication playbook and communication matrix to support change and readiness activities.
- Conducted four regional visits to deliver project updates.

WSDOT performed the following project management activities in the past quarter:

- Completed system impact analyses for several key systems that interface with TRAINS.
- Held a project management kick-off meeting with key participants and stakeholders.
- Created a SharePoint site to manage project tasks and documentation.
- Met with the One Washington team to discuss WSDOT data conversion needs, including research needed on active and open items that will need to be converted from TRAINS.

For more information, please contact Stacey Scott, One Washington Program Director, at 360-725-3864 or stacey.scott@ofm.wa.gov, or Doug Vaughn, WSDOT Chief Financial Officer, at 360-705-7401 or vaughnd@wsdot.wa.gov.

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cc: Roger Millar, Secretary, WSDOT
Mike North, Assistant Secretary, WSDOT
Doug Vaughn, Chief Financial Officer, WSDOT
Susan Howson, Administrator, Legislative Evaluation and Accountability Program Committee
Charlie Gavigan, Coordinator, House Appropriations Committee
Michael Bezanson, Coordinator, Senate Ways & Means Committee
Kelly Simpson, Senior Staff Coordinator, Senate Transportation Committee
Mark Matteson, Coordinator, House Transportation Committee
Stacey Scott, One Washington Program Director, OFM
Jim Crawford, Assistant Director for Budget, OFM