



CALIFORNIA STATE PAYROLL SYSTEM (CSPS) NEWSLETTER

Issue #7



CSPS RECEIVES PAL STAGE 2 APPROVAL

The CSPS Project Celebrates Receiving PAL Stage 2: Alternatives Analysis Approval.

The CSPS project is delighted to announce that it has received approval of CDT's Project Approval Lifecycle (PAL) process Stage 2: Alternative Analysis (S2AA). As we mentioned in the previous newsletter, this is a major accomplishment for the entire team and all of partners who participated in countless number of meetings to get through this milestone.

There are several key components to the S2AA, including market research, developing mid-level solution requirements, identifying potential solution alternatives, and recommending an approach.

The project conducted eight state and local government interviews to glean lessons learned. It also met with the vendor community via informational sessions which resulted in 8 vendors responding to a detailed Request for Information.

Five alternatives were identified including Commercial-Of-The-Shelf (COTS), enhancing the current system, multiple platforms by function, multiple platforms by agency, and the development of the custom solution.

As a result of input from vendors, case studies, interviews with other agencies, cost analysis, and risk analysis, the recommendation is to implement a COTS platform-based solution. This was overwhelmingly recommended by the market, lower cost, and best able to support future state design requirements and State objectives.

It is important to note that no vendor has been selected yet. Stage 3: Solution Development and Stage 4: Project Readiness and Approval of CDT's PAL process will prepare the project for solicitation release and vendor selection. Please see the article below related to Stage 3 and Stage 4 for further information to future activities.

Again, thank you to all of our SMEs who participated and provided your valuable input during our sessions. Everyone benefited from your experience and willingness to share your business scenarios with us to build a better system.

CHRIS' CORNER

A message from the CSPS Project Director

When I heard the news that we had received approval of our Stage 2: Alternatives Analysis submission, I immediately called an impromptu meeting with the entire project team. I was excited to share with the team the great news and what this represented. The project team has spent the better part of the past two years working on Stage 2 activities. For a project of this size and scope, it took countless meetings and hours of preparation in order to submit the S2AA.

We now turn our attention to Stage 3, Solution Development. Again, it requires a tremendous effort from our project team and collaboration with our partners to successfully pass this stage gate. However, we believe we have the right team and the foundation in place to make it happen.





LOOKING AHEAD TO STAGE 3

The CSPS Project is quickly preparing for Stage 3 of the PAL process.

Several crucial activities will take place as part of Stage 3: Solution Development. Once Stage 3 kicks off, the project will finalize the detailed solution requirements. The requirements will be the key input to develop the work breakdown structure and determine deliverable expectations for the future vendor during the project's execution phase. In addition, the project team will take on the task of conducting a Proof of Concept (POC). The POC will include the development of the POC scenarios which will be given to potential vendors who have been down selected as final candidates. The vendors will take the scenarios and design and configure their systems to meet the business scenarios. This will help the project team identify whether the vendors are actually capable of performing the work and developing the system as needed. Finally, as part of Stage 3, the project team will develop the procurement vehicle based on CDT recommendations to ensure all aspects of the procurement have been considered and documented. The project team anticipates that Stage 3 will likely take the remainder of 2021 and possibly even into 2022.

CSPS SPOTLIGHT

Meet CSPS CalHR Liaison Candy Zonneveld

Candy is the CalHR liaison on the CSPS team. She brings over 25 years of experience in the HR field. Her career started out in the Exam Services, then Appeals Divisions at the State Personnel Board (SPB), continuing on to her role as the Oversight and Special Projects Manager for CalHR. Her responsibilities included facilitating meetings with Senators staff to conduct job fairs to constituents, representing CalHR on the



Prison to Employment initiative through the Governor's office, and coaching and mentoring departments on best selection processes. She also represented departments in presenting items to the SPB 5 member board for resolution. Having worked on state level projects, Candy understands the importance of working relationships and reaching a common goal. Her ability to research and recommend to all levels of management has improved HR policies and procedures for the state of Calif.

Candy was an elected District Bargaining Unit 1 Rep for SEIU under the Yvonne Walker era. She fought for call center pay, work performed by State IT staff rather than personal services contracts and pay and equity for all. Her experience in the union brings valuable knowledge to the team.

In her personal time, Candy loves spending quality time with her family. Candy is pictured at her 60th birthday party with her daughter (left) and niece (right). Candy loves gardening and throwing parties in her barn. She also plays a big role in community service, helping those in need when she can.



NEW TO THE CSPS PROJECT?

The Basics of the California State Payroll System Project

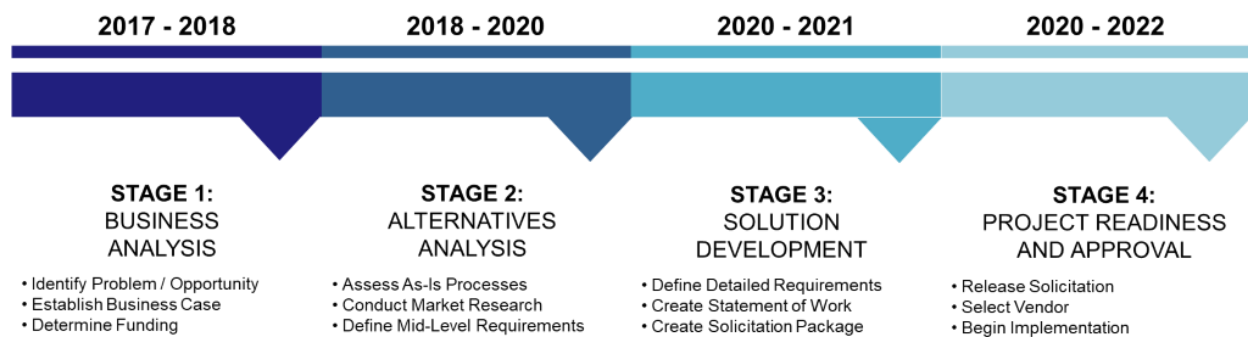
The California State Payroll System (CSPS) Project will modernize the human resource management and payroll system used by 285,000+ state government employees to provide accurate and timely personnel and payroll services with quality customer service. SCO has developed and modified the current systems over time as the business requirements became more complex. As a result, SCO must exert an enormous amount of effort to maintain and modify the current systems to meet the ever-changing needs of California.

The objectives of the project are focused on providing user-friendly information that is validated timely to reduce rework. This includes enabling greater employee and manager self-service functionality for ease of use, such as online view capabilities for payroll, employment history, and tax information to name a few. Additionally, it will provide a user-friendly interface for all human resource and payroll transaction specialists who input and interact with the system daily.

The project focuses on five primary capabilities, (1) Personnel Administration which includes management of employee records and status changes, (2) Benefits Administration, (3) Time and Attendance Administration which includes entering and approving time and attendance, (4) Payroll including calculating and processing payroll, and (5) Position Control Administration. Each of these capability areas impacts roughly 45 different state processes that will span many business rules and requirements.

The CSPA Project is a highly complex and large undertaking for the state. It requires a partnership between most of the control agencies and will require support from all departments. Due to the complexity and size, the CSPA Project is using the CDT's Procurement Approval Lifecycle (PAL) process. The goal of the PAL process is to improve the planning, quality, value, and likelihood of IT project success by providing a guided approach for projects to follow. The Project Timeline graphic below illustrates the high-level steps and timing for the CSPA Project.

PROJECT TIMELINE



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