



CALIFORNIA STATE PAYROLL SYSTEM (CSPS) NEWSLETTER

Issue #9



SOLICITATION STATUS UPDATE

The Solicitation Package Gets Closer to Release.

The CSPS Project Team is making headway on the solicitation, and we have some very positive updates to report. Our solicitation package has been four years in the making with participation from hundreds of subject matter experts (SME's). The effort has followed the California Department of Technology's (CDT) Project Approval Lifecycle (PAL) processes and has included the identification of transformational opportunities, the execution of market research activities, the creation of requirements, and multiple reviews by CalHR, CDT, Independent Verification and Validation (IV&V), SCO and CalHR legal. The solicitation represents a tremendous amount of

work by the CSPS Project Team in partnership with CalHR, CDT, and subject matter experts from many departments.

In order to get to this point in the project, the CSPS Project Team has worked closely with the potential bidder community to help ensure the solicitation is as complete as possible. The CSPS Project Team conducted a bidders survey to ask relevant questions, which the vendor community could respond to, that helped inform the solicitation package. In addition, a Bidders Forum was held to clarify additional requirements and to discuss any final questions prior to the procurement process going into the “cone of silence” with potential bidders.

CDT will now review the draft solicitation and provide feedback as necessary. Once the draft solicitation is complete, it will be formally submitted to CDT Procurement at which point it will be released to the vendor community. The current estimate for release to potential bidders is February 2022, however this is subject to change if any adjustments are needed based on feedback to the draft solicitation.

Our hope is to have a vendor (system implementer) on board by early 2023. We are entering a very exciting time in our project!

“The truth is that teamwork is at the heart of great achievement” - John C. Maxwell

CHRIS' CORNER

A message from the CSPS Project Director

As 2021 nears its end, so has the work we have been performing to complete the Stage 3 Solution Development. The “I’s” have been dotted, the “T’s” have been crossed, and the solicitation package has entered its final stages of review. I applaud the project team for their skill, dedication, and many hours of work required to develop a solicitation of this magnitude. We are now poised to embark on the final stage of the Project Approval Lifecycle and look forward to the coming year where we will continue our work with the Department of Technology, our stakeholders, and soon the vendor community to identify and acquire the best solution for the state.



In the meantime, we look forward to continuing our engagement with you through the many forums where we will present monthly project status updates as we begin to progress through the procurement process. We recognize it has taken some time to reach this stage and we truly appreciate your patience.

Thank you and have a happy and healthy holiday season.

CSPS SPOTLIGHT

Meet New OCM Team Manager Kimberly Pablo, DM

The CSPS team is proud to welcome an instrumental new team member! Kimberly Pablo will be joining us as our new Organizational Change Management (OCM) Manager and will be leading our OCM team!

Kim is a consultative leader who is known for her leadership and organizational development (OD) expertise. She is a Prosci certified change management practitioner who has designed and implemented complex change programs for both private and public organizations. Prior to coming to the State Controller's Office, Kim led change initiatives for CalSTRs and the Department of Health Care Services. Before becoming a public servant, Kim provided organizational change management consultant services for the Department of Corrections and the California Department of Transportation. In her last position at the Department of General Services (DGS), Kim was instrumental in developing the Office of Enterprise Development where she added organizational change management and process improvement capabilities, among other consultative services. Most recently, Kim's ability to lead change is evident in DGS' successful implementation of a new learning management system this past year. Kim holds a Doctorate Degree in Organizational Leadership and Management and brings with her a solid track record of leadership development, leading change, building effective teams, achieving budget objectives and designing procedures and systems in organizations. Kim is passionate about helping people understand and prepare for change and is a strong proponent of Appreciative Inquiry. Kim considers herself lucky to have come from a military family where she had the opportunity to live in places around the world. She has lived in Germany, Guam, the Philippines, and many places in the United States. She loves to bake, read non-fiction, garden, and animals! She owns three dogs (all less than 8 pounds) and a 25-pound cat who live with her and her family in Elk Grove.



Kimberly brings a wealth of knowledge and background in Organizational Change Management, and we are excited for her to lead this team toward our goals! Please join us in welcoming Kimberly.



NEW TO THE CSPS PROJECT?

The Basics of the California State Payroll System Project

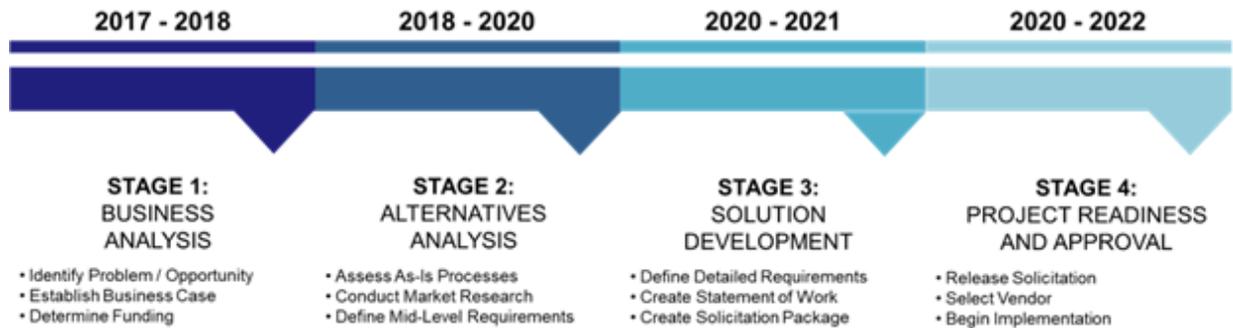
The California State Payroll System (CSPS) Project will modernize the human resource management, travel and business expense, and payroll system used by 285,000+ state government employees to provide accurate and timely personnel and payroll services with quality customer service. SCO has developed and 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 six primary capabilities; Personnel Administration which includes management of employee records and status changes, Benefits Administration, Time and Attendance Administration which includes entering and approving time and attendance, Payroll including calculating and processing payroll, Position Control Administration, and Travel and Business Expense. Each of these capability areas impacts roughly 45 different state processes that will span many business rules and requirements.

The CSPS 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 CSPS 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 CSPS Project.

PROJECT TIMELINE



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