Central Services
CIO Meeting

Time & Attendance Management System Project

January 25, 2016

Presented by:
Marilyn Sherwood, Business Systems Manager
Agenda

• Partners
• Background
• Project overview
• Scope
• Risks
• Procurement
• Milestones
• Communications
• Closing
Partners

Department of Transportation
Department of Aviation
4415 FTE

Department of Environmental Quality
710 FTE

Department of Agriculture
Department of Land Conservation & Development
408 FTE

As of 2015-2017 Legislatively Approved Budget
Background

Current Challenges

Existing Process & Systems

Thinking Forward
Project Overview

Acquire an enterprise-wide, time, leave & scheduling solution to:

- Streamline operations
- Implement a user-friendly and flexible system
- Provide an accurate and accessible audit trail
- Integrate the system with legacy systems
Scope

Time Capture
- Templates
- Validation
- Approvals

Leave
- Standard
- FMLA
- Special

Scheduling
- 24/7
- Crew
- Seniority

Standard Labor
- Equipment
- Labor
- Materials

Reporting
- Forecasting
- Metrics
- Projects
## Risks

<table>
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<th>Project Risks</th>
<th>Change Risks</th>
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<tr>
<td>Schedule</td>
<td>Communications</td>
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<td>Scope</td>
<td>Training</td>
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<td>Budget</td>
<td>Legacy Integration</td>
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<td>Procurement</td>
<td>Implementation</td>
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## Procurement Focus

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<th>Procurement Focus</th>
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<td>Statewide perspective</td>
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<td>Pilot Project Work Order</td>
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<td>Inviting various solutions</td>
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<td>Unique requirements structure</td>
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<td>Team scoring</td>
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Vendor Demonstrations
January 26-28, 2016

Intellitime
Kronos
Workforce
Next Steps

Milestone 2-Go/No Go

Intent to Award – February 9

Contract Negotiation – Feb/March

Notice To Proceed – March 2016

Vendor designs and implements 12 – 18 months
Communication

Project Website:  
http://www.oregon.gov/ODOT/CS/Pages/TAMS.aspx

AskTAMS email:  
AskTams@odot.state.or.us

Monthly Newsletters

Outreach Efforts
Questions?

Thank you.