Business Applications Solution (BAS) Program - Program Status Update

UNITED STATES DEPARTMENT OF COMMERCE
OFFICE OF FINANCIAL MANAGEMENT

January 26, 2021

Expected
Structure.
Unexpected
Flexibility.

Program Update

BAS PROGRAM UPDATE
PROGRAM GOALS Q1 2021

BUSINESS APPLICATIONS SOLUTION

One Commerce

EXPECTED STRUCTURE. UNEXPECTED FLEXIBILITY.

The BAS Program brings together our DOC bureaus across four key mission support work streams: Core Finance, Acquisitions, Asset Management, and Data Reporting and Governance. Overall, the BAS program is committed to modernizing our essential support systems in these four key areas while enhancing the user experience, providing structure and security for our systems support, and providing long term flexible solutions.

GOALS FOR Q1 2021

- Finalize configuration validation sessions and close out Common Solution Sprint 1 for the Core Applications/Functional work streams

  – Kick off Sprint 2 for Common Solution Core Application Workstreams

- Schedule and begin conducting Requirements Grooming Sessions for the EDW work stream

- Continue engaging with stakeholders across the agency providing timely communications, presentations, Q&A and workshop participation opportunities for bureau stakeholders and bureau subject matter experts

Key Program Accomplishments:

- Completed Global Design and Requirements gathering for the Enterprise Data Warehouse workstream
  - Validation of bureau stakeholders for Requirements Grooming sessions

- Completed Sprint 1 for the Common Solution Phase and Core Applications (finance, acquisitions, property management)
  - Reliance on Decision Making Forum to facilitate configuration consensus decisions

- Kicked off BAS integration and engagement with technical stakeholder community, provided initial technical solution architecture, and proposed integration methodology

- Conducted multiple Q&A Office Hours sessions with full agency community to encourage knowledge sharing for the BAS Program work streams

- Closed out Discovery Interview Phase for Day in the Life Stakeholder Assessment

BAS PROGRAM UPDATE
PROGRAM STATUS Q1 2021– HIGH LEVEL PROGRAM SCHEDULE
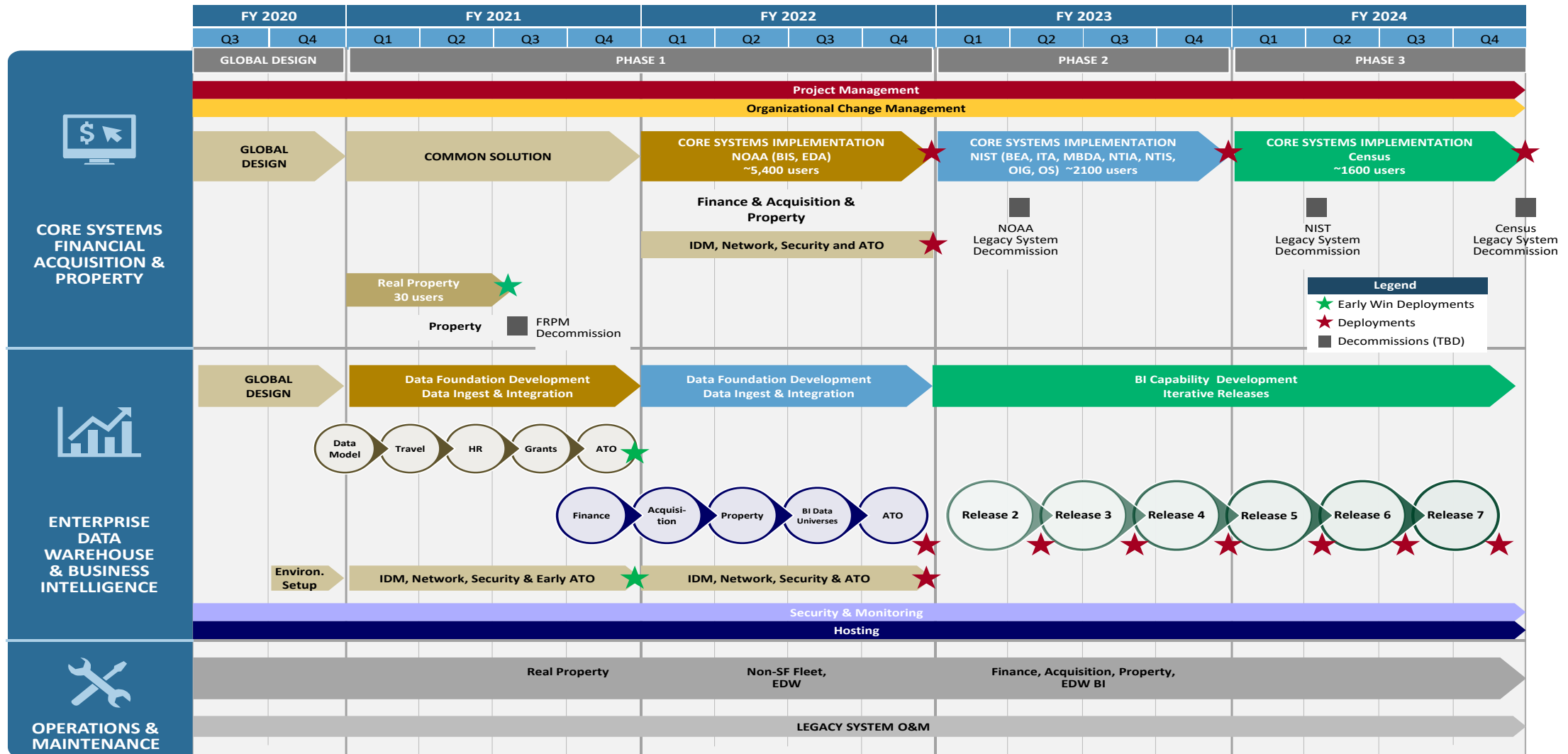
BAS PROGRAM UPDATE
PROGRAM PLANS AND PRIORITIES

BAS Program Goals for Q2 FY 2021:

- Successful deployment of Real Property community into Sunflower for asset management

  – Successful data conversion, user acceptance testing, training, and deployment

  – Deployment of Real Property production support and governance procedures to support Sunflower users

- Successful kickoff for Common Solution Sprint 2 for Core Applications

- Successful completion of Requirements Grooming sessions for EDW Sprint 1

  – Kick off initial data ingestions work for non-BAS data sources

- Continued onboarding of federal BAS PMO staff members, bureau details, and contractors to support the BAS initiative

Functional Update

RESPONSIBILITIES

GOALS FOR Q1 2021

- **Conduct Common Solution Sprint 1 Sessions**
  - **General Ledger Overview, Cross Validation Rules, Invoicing, Advanced Acquisition Planning, Requisitions**
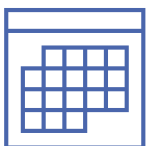- **Focus on Real Property for April 26th Go-Live**

BAS PROGRAM UPDATE – CORE APPS

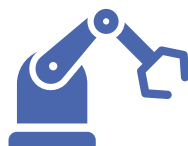## WORKSTREAM STATUS THROUGH Q1 2021

Sprint 1

- October through December 2020
- 1st of 4 Total Sprints

* RTM – Requirements Traceability Matrix

Month 1
Deep Dive Sessions

- 50+ Sessions
- Guided walkthrough of specific Core Application screens based on topic
- Review of DOC requirements
- Confirmed common solution configurations and business processes ahead of Month 3 CVS sessions

Month 2
Data Calls

- Numerous Data Calls to collect specific business scenarios, business process documentation and/or seek clarifications
- Prepared for Month 3 CVS sessions

Month 3
Configuration Validation Sessions (CVS)

- 17 Sessions with Decision Making Forum
- Functional review to confirm configurations and business process flows
- Sprint 1 closure
  - Updated RTM*
  - Updated Business Process Diagrams
- Prepared for Sprint 2

Impact/Value of Accomplishments

- Beginning to see Core Applications

- Mapping of requirements to core system functionality

- Start of configurations across the application suite

- Continued update of the Requirements Traceability Matrix (RTM)

Challenges

- Enterprise-Wide Single Configuration

- Real Property Implementation

  - Fast tracked schedule to meet April 2021 deployment

Plans and priorities for Q2 FY 2021

Common Solution

• Sprint 1 Closure
• Sprint 2 – January through March
    - ~50 Workshops Scheduled
    - Deep Dives (month 1)
    - Data Calls (month 2)
    - Configuration Validation (month 3)

Real Property
• Finalize System Configurations   - Multiple short sprints • Conduct User Acceptance Testing • Conduct User Training

Enterprise Data Warehouse (EDW) Update

BAS PROGRAM UPDATE - EDW

Develop a DOC Enterprise Data Warehouse (EDW) that includes BAS Core Applications, Grants, Travel, HR/payroll, and corresponding USPTO data

Develop Business Intelligence (BI) reporting and analytics capabilities

BAS PROGRAM UPDATE - EDW
GOALS, STATUS, AND IMPACT Q1 2021

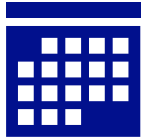| GOALS FOR Q1 FY 2021	STATUS AND IMPACT / VALUE OF ACCOMPLISHMENTS
Finalize and socialize the BAS EDW Implementation Approach	✓ Socialized BAS EDW Implementation Approach via Global Design Outcomes sessions. Provided stakeholders an overview of how EDW data feed development and Community BI Marts will work, timeline, and stakeholder engagement touchpoints.
Stand up BAS EDW Development and Test environments	✓ Supported stand up of BAS EDW Development and Test environments to enable development and establish connectivity with data sources.
Support Interconnection Security Agreements (ISAs) development and Test environment connectivity to application(s) identified as initial EDW data sources	✓ Supported development of ISAs – this activity will continue into Q2.

BAS PROGRAM UPDATE - EDW
GOALS, STATUS, AND IMPACT Q1 2021

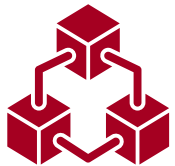| GOALS FOR Q1 FY 2021	STATUS AND IMPACT / VALUE OF ACCOMPLISHMENTS
Begin to establish security control framework	✓ Supported EDW integration with Xtended Detection & Response (XDR) application for continuous security monitoring ✓ Data/Report Access User groups and Permissions will be defined as we progress through Requirements Grooming for Community BI Marts.
Initiate development for the first EDW data source	✓ Established development standards ✓ Started high-level design of data flow and identification of tables to be ingested from data sources

BAS PROGRAM UPDATE - EDW
CHALLENGES

- Coordinating with external stakeholders to support EDW activities

- Identifying EDW Community BI Mart requirements in parallel with Core Application report and data requirements

- Balancing the effort required to ingest and integrate data from multiple source systems with providing visibility into the to-be data model to stakeholders

- Transitioning from multiple reporting environments with different capabilities to a single reporting environment with a standard DOC-wide set of capabilities

- Serving large volume of end-user communities with diverse data and reporting needs

BAS PROGRAM UPDATE - EDW

PLANS AND PRIORITIES FOR Q2 2021
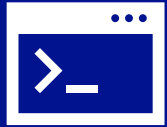
Continue development for initial EDW data sources*

- **Travel:** E2 and moveLINQ

- **HR/Payroll:** NFC and WebTA

- **Grants:** Grants Online and Operations Planning and Control System (OPCS)

EDW data sources are applications that are anticipated to provide data directly to the BAS EDW.

Complete Requirements Grooming for Travel, Grants, HR Community BI Marts

- Conduct Requirements Grooming Kickoff

- Gather and analyze bureau data needs and security/access requirements

- Document user stories

Requirements Grooming activities for Acquisitions, Finance, Budget Community BI Marts are targeted for Q3 FY21; Real Property, Personal Property and Program Manager Community BI Marts are targeted for Q4 FY21

Technical Update

BAS PROGRAM UPDATE - TECHNICAL
RESPONSIBILITIES AND GOALS Q1 2021

RESPONSIBILITIES

- Architecture
- Integration
- Connectivity
- Conversion
- Testing
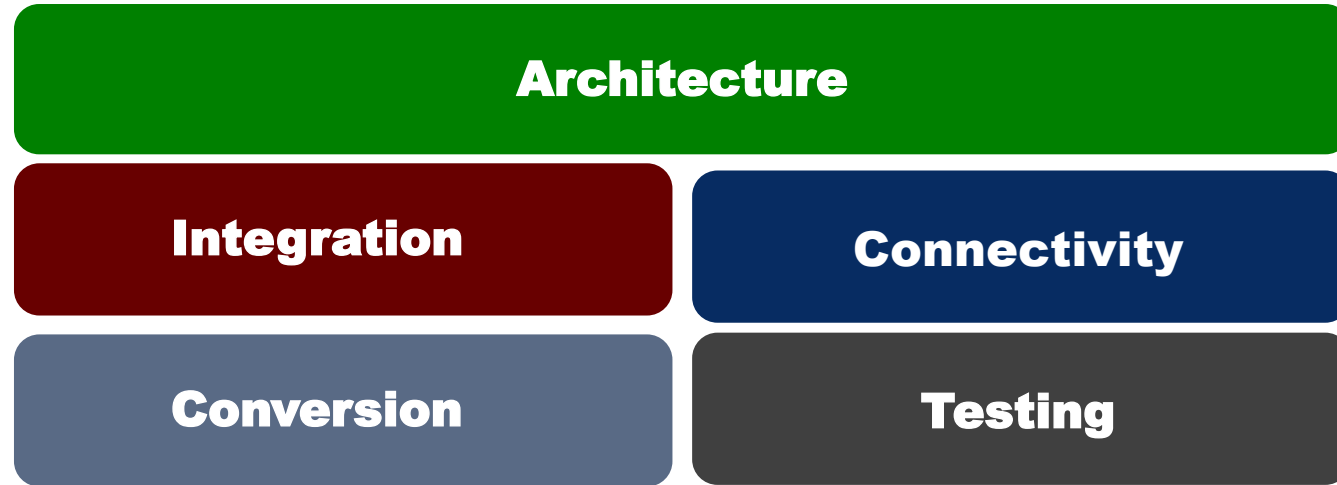
GOALS FOR Q1 2021

- Fine-tune integration approach/scope across DOC

- Develop Detail Design for BAS Technical Architecture

- Continue connectivity discussions for BAS users, DOC, and external systems and EDW

- Gather requirements and design approach for Identity & Access Management solution

Integration/Conversion

- **Designed initial integration between PRISM and EBS for commitments and obligations**
- **Developed SAM interface and vendor conversion program**
- **Initiated discussions with CWT and NFC on integration plans for future sprint**

Connectivity

- **Continued internal discussions for Network Connectivity, Security Controls, and Identity, Credential and Access Management (ICAM) solution**
- **Established VPN connection between PRISM (SaaS) and Core Financials**
- **Initiated ISA development/approvals**
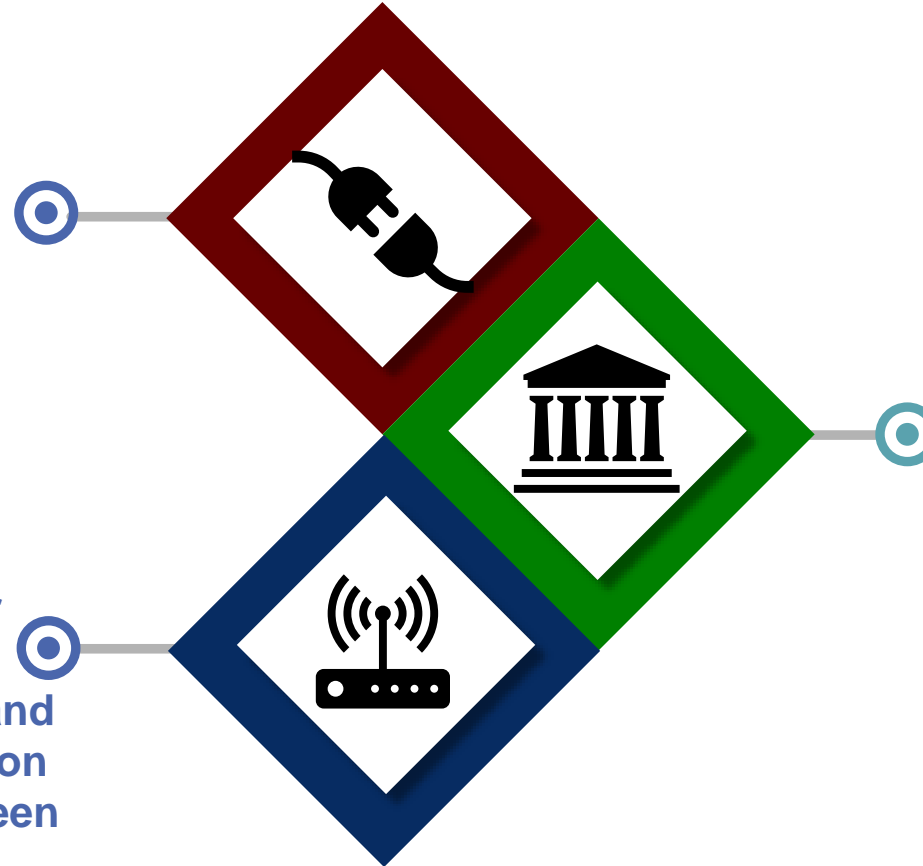
Architecture

- **Delivered Core Financial, EDW, PRISM, SNOW**
- **Completed configuration of Core Financials**
- **Conducted vulnerability scanning and remediation of lower environment**
- **Delivered Archival Strategy and Requirement document**

SAM – System for Award Management
CWT - Carlson Wagonlit Travel
NFC - National Finance Center
ISA - Interconnection Security Agreement
SNOW – ServiceNow

BAS PROGRAM UPDATE - TECHNICAL
CHALLENGES

Integration/Conversion

- **Standardizing approaches across the Department for consolidated integration points**

Connectivity

- **Supporting the breadth and volume of users/connections across DOC**
- **Management/development/ approval of ISAs**
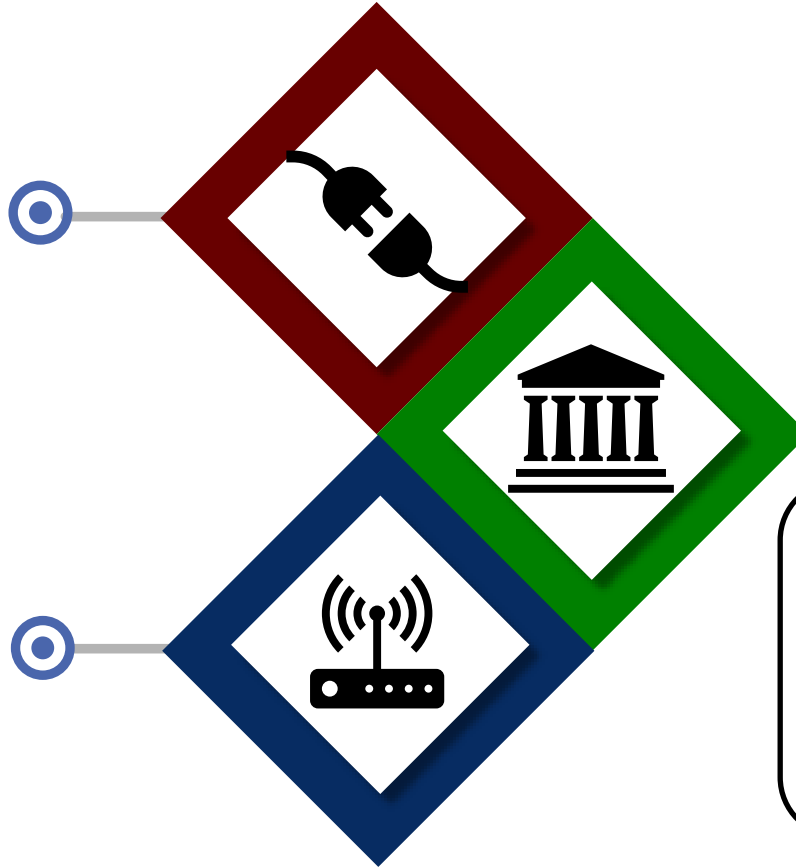
Architecture

- **Coordinating with concurrent ongoing projects across DOC:**
  - ICAM project
  - N-Wave project
  - Grants Enterprise Management Solution (GEMS) project

BAS PROGRAM UPDATE - TECHNICAL
PLANS AND PRIORITIES

Plans and priorities for Q2 FY 2021:

Integration Conversion

➢ Integration design for Travel (CWT) and Payroll (NFC)
➢ Project/Task Conversion Structure
➢ G-Invoicing Preparation

Architecture

➢ BAS Tech Arch Design Review
➢ BAS Portal framework design completion
➢ Identity and Access Management architecture review

Connectivity

➢ Establish overall connectivity timeline and implementation details
➢ Develop plans for end user access to BAS across DOC

Organizational Change Management (OCM) Update

PROGRAM STATUS UPDATE - OCM
RESPONSIBILITIES AND GOALS Q1 FY 2021

RESPONSIBILITIES

Communications	Stakeholder Analysis & Management	Training

GOALS FOR Q3-Q4 FY 2020

- Communications – Continue to host information events for the BAS community (Town Hall and Table Talks) and develop information products on the website (Newsletter and Videos)

- Stakeholder Analysis and Management – Develop the Discovery Interview Report and kickoff the Change Network for Real Property

- Training – Develop timeline for Real Property Sunflower training

PROGRAM STATUS UPDATE - OCM
STATUS AGAINST Q1 PLANS

- Real Property Change Network Kickoff

- 2 Agile Videos *
- Agile Infographic *
- Newsletter

- Town Hall
- Table Talk
- Q&A Office Hours *

- Submit a Question Form *
- Recordings – CS Kickoff, Town Hall, Table Talk *
- CS Event calendar *
- Core Apps and EDW KDDs *
- Website "Tools and Resources" redesign *
- Requirements Traceability Matrix *
- Real Property Change Network materials *
- Acronyms *

- Real Property Training Timeline

- Stakeholder Impact Analysis
- Discovery Interview Report

* Newly Identified Needs

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PROGRAM STATUS UPDATE - OCM
PROGRAM IMPACT AND CHALLENGES

Increased Stakeholder engagement

- BAS Website average monthly page hits increased from **1119** to **2120**.
- Town Hall and Table Talk average participation increased from **169** to **202**.
- Additional venues to answer questions and access answers were introduced.

Challenges

- Define and deliver additional OCM initiatives that are responsive to Program and customer needs

PROGRAM STATUS UPDATE - OCM
PLANS AND PRIORITIES

Plans and priorities for Q2 FY 2021:

Communications

- ➢ Identify, develop and deploy needed Communication products
- ➢ Host engagement events to include requested topics of interest
- ➢ Continue to build out the BAS Website to be the go-to location for program information

Stakeholder Analysis & Management

- ➢ Lead Change Network activities – Real Property
- ➢ Prepare Real Property User Audience List
- ➢ Develop requirements for new BAS Portal

Training

- ➢ Coordinate/ support Real Property training
- ➢ Set up CLC for BAS Training needs
- ➢ Develop CS Configuration Validation materials on the CSC Portal

Risk Management Update

BAS PROGRAM UPDATE – RISK
RESPONSIBILITIES AND GOALS Q1 2021

RESPONSIBILITIES

- Lead the Risk Management efforts for BAS

- Assist stakeholders with identifying and monitoring BAS risks to ensure critical milestones are met

- Institutionalize the Risk Management to ensure successful BAS deployment

GOALS FOR Q1 2021

- Enhance Risk Management presence on the BAS website

- Provide additional focus on Real Property risks

- Identify and contact owners for the updates to current risks

Status/Achievement against Plan:

- The Risk process is on the BAS website.

- Tracked and updated existing Real Property risks to include mitigation steps and due dates

- Received and added two new Real Property risks to the Risk Register

- Converted two Real Property risks to issues (FRPM vendor relationship, data conversion)

- Closed four issues pertaining to COVID-19

- Developed dashboards in MS-Excel to track Issues

BAS PROGRAM UPDATE - RISK

PROGRAM IMPACT AND CHALLENGES

Impact/Value of Accomplishments

- Simplified the Risk/Issue submission process (online and excel form)

- Continued emphasis on Real Property risks – engaged in conversations with stakeholders

- All relevant documents available on the BAS website for quick reference

Challenges/Issues/Points of Interest

- Identifying risks, developing actionable mitigation plans and determining accurate trigger dates

- Institutionalizing the Risk Program – received only three new risks

- Risk versus Issue classification

BAS PROGRAM UPDATE - RISK

RISK/ISSUE STATS

Project Risk 5x5 Matrix		Impact					Total
		Negligible (1)	Minor (2)	Moderate (3)	Serious (4)	Critical (5)	
Likelihood	Extremely Likely (5)	0	0	0	3	0	3
	Likely (4)	0	0	0	2	1	3
	Moderately Likely (3)	0	0	5	5	0	10
	Not Likely (2)	0	0	12	15	4	31
	Extremely Unlikely (1)	1	10	16	7	6	40
	Total	1	10	33	32	11	87

Initial Risks	Risks Added (Q1 2021)	Risks Closed (Q1 2021)	Current Risks
85	3	1	87

Initial Issues	Issues Opened/Realized (Q1 2021)	Issues Closed (Q1 2021)	Current Issues
5	2	4	3

BAS PROGRAM UPDATE - RISK
PLANS AND PRIORITIES

Plans and priorities for Q2 FY 2021:

- Emphasize Risk Management for Real Property implementation in FY 2021

- Assist stakeholders with developing risk statements, mitigation plans, trigger dates, etc.

- Provide a copy of the Risk Register for distribution to CNN on a regular basis

- Develop dashboards/metrics to share key information on risks

- Escalate critical risks to Leadership if they impact major milestones

Security Update

BAS PROGRAM UPDATE – SECURITY
RESPONSIBILITIES AND GOALS Q1 2021

RESPONSIBILITIES

Lead the Security effort for BAS

BAS Security

Integrate Xtended Detection and Response (XDR) tool with BAS Solution

Coordinate Assessment and Authorization (A&A) process for BAS Solution
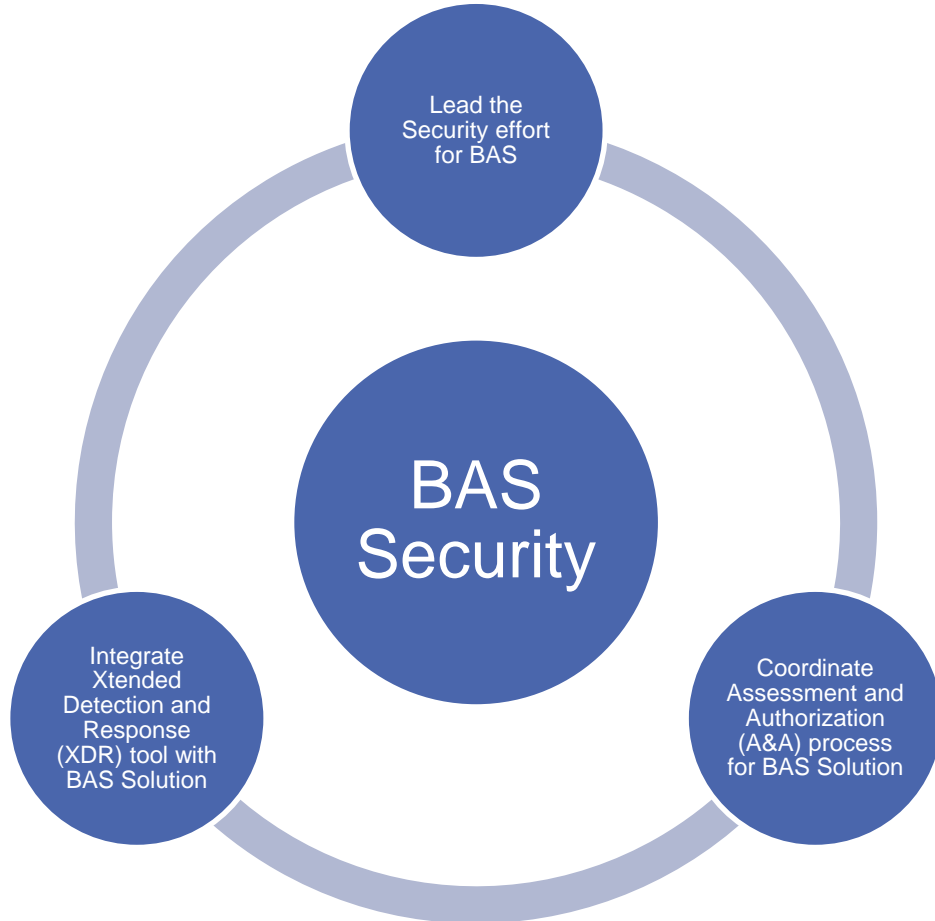
ESOC – Enterprise Security Operations Center

GOALS FOR Q1 2021

Collect evidence and create process documentation for Initial ATO

Complete BAS SLA requirements and begin to compile metrics

Provide initial Log Ingest to DOC ESOC from BAS Solution

Evaluate BAS for High Value Asset (HVA) designation

Finalize Agile ATO process

Developed Several Key BAS Security Documents

- FIPS 199 System Categorization
- System Security Plan
- Agile ATO process
- BAS added to CSAM

Organized Integration between XDR and BAS

- Met with XDR, AIP, and SNOW representatives to organize integration
- Collected technical requirements to facilitate connections

Began Monthly Initial Control Evidence Review

- Provided evidence and documentation examples
- Held Kickoff Meeting and scheduled monthly touchpoints
- Developed Tracker to display review progress and status

Served as Security SMEs for Workstream Tasks

- Developed Security processes for multiple workstream documents
- Reviewed process and contractual documents for compliance with DOC and FedRAMP requirements

AIP – Accenture Insights Platform
CSAM - Cyber Security Assessment and Management

BAS PROGRAM UPDATE – SECURITY
PROGRAM IMPACT AND CHALLENGES

Impact / Value of Accomplishments

Challenges

Established a framework for teams to submit artifacts

Completed XDR on-boarding of Enterprise Data Warehouse (EDW) and ServiceNow (SNOW)

Served as Security SME for multiple workstream processes

Update SLA language as needed to account for the use of Software as a Service (SaaS) providers
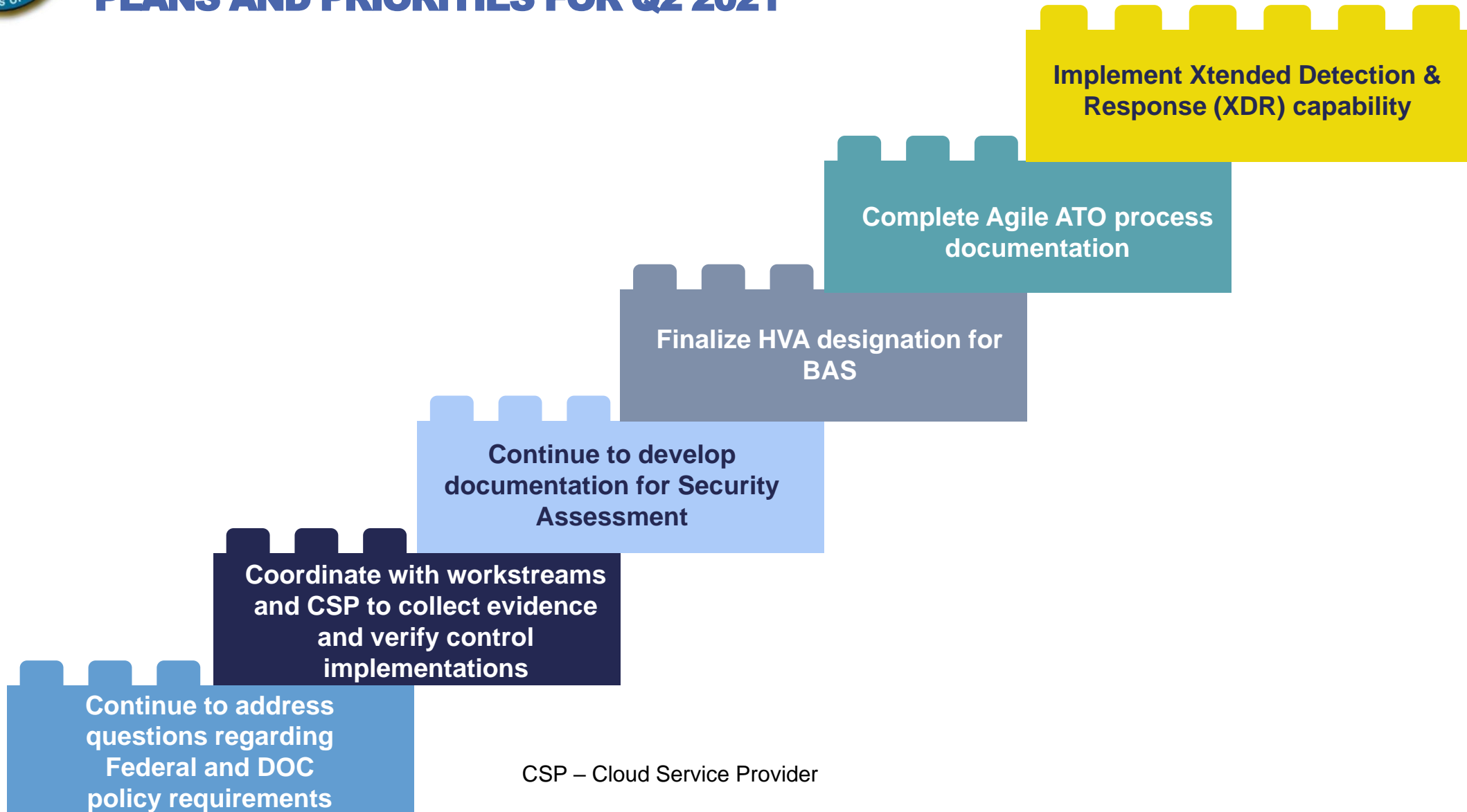
Possibility of new requirements based on the updated DOC Information Technology Security Baseline Policy (ITSBP)

BAS PROGRAM UPDATE - SECURITY
PLANS AND PRIORITIES FOR Q2 2021

Implement Xtended Detection & Response (XDR) capability

Complete Agile ATO process documentation

Finalize HVA designation for BAS

Continue to develop documentation for Security Assessment

Coordinate with workstreams and CSP to collect evidence and verify control implementations

Continue to address questions regarding Federal and DOC policy requirements

CSP – Cloud Service Provider

BAS PROGRAM UPDATE
WE NEED YOUR INPUT

We'd like your input using Menti.com (authorized by DOC for use at these events)

- Sign in using your computer, phone, or other electronic device
  www.menti.com

- Enter the passcode provided by the moderator when prompted
  XX XX XX X

- Answer the question that appears – all responses are anonymous