



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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November 2, 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 blue ink, appearing to be "DS", located to the right of the name David Schumacher.

**SUBJECT: ONE WASHINGTON QUARTERLY REPORT (JULY – SEPTEMBER 2018)
TO LEGISLATIVE FISCAL COMMITTEES**

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

Background. One Washington is an enterprise business transformation program funded since the 2013–15 biennium. The program has made substantial accomplishments in preparing the state for this transformation. In June 2018, the [program blueprint](#) was published. This eight-year plan details the technology and nontechnology initiatives to implement each project phase. Other published planning documents include an [organizational change management strategy](#), an integration strategy, [an integration implementation plan](#), and a business intelligence strategy.

Funding was again provided in the 2017–19 operating budget to identify business capabilities and technical specifications for choosing software to implement the integrated finance and procurement system and to assess the Washington State Department of Transportation’s readiness for these changes.

Progress on software acquisition. This quarter we hired and trained staff to identify the business capabilities and technical specifications to be included in the software procurement document.

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We scheduled and planned more than 20 workshops to be held in October to review requirements for the procurement process, along with working with subject matter experts in other forums. The results will ensure that the best software solution is selected to support transformation of the state's business processes.

One Washington program update. On July 30 and 31, we provided a program update for more than 200 finance and procurement staff in state agencies. The update provided an orientation to the program, highlighted progress to date, and outlined next steps. In September, we recruited for an executive director who will lead the program and report to OFM's deputy director.

2019-21 biennial budget request. In addition to developing a budget request for One Washington, 30 agencies have submitted budget requests for the next biennium to provide change management and perform IT work in order to fully participate in the program. We will consolidate program and agency requests into one decision package for consideration in the Governor's proposed budget.

Quality assurance. During this quarter, our quality assurance vendor identified four risk areas: schedule, project management, staffing and organizational change management. At the end of September, the program schedule was completed and will be presented for approval by the Executive Steering Committee in November. The program has mitigated the risk associated with project management through contracting with Integrated Solutions Group and reallocating internal resources. The program remains challenged to mitigate the organizational change management risk. While initial activity has been undertaken, contract services are not yet procured.

WSDOT readiness. Through the WSDOT and OFM interagency agreement, the following work was completed during this quarter:

- WSDOT financial systems readiness project plan for fiscal year 2019.
- Pre-communication plan for organizational change management.
- Plan for workshops for the organizational change management program.

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.

cc: Roger Millar, Secretary, WSDOT
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