



## Office of Personnel Management

1900 E Street NW  
Washington, DC 20415



Office of e-Government Initiatives

**MAR 26 2004**

**MEMORANDUM TO:** Timothy K. Young  
Portfolio Manager, Internal Efficiency and Effectiveness  
e-Government and Information Technology Office  
Office of Management and Budget  
725 17<sup>th</sup> Street, NW  
Washington, DC 20503

**THROUGH:** Norman Enger *Norman Enger*  
Director, e-Government Initiatives  
Office of Personnel Management

**FROM:** *Janet M. Dubbert* Janet M. Dubbert *J. E. Campbell*  
e-Payroll Project Manager  
e-Government Initiatives Office  
Office of Personnel Management

**SUBJECT:** Schedule Adjustments for the Department of  
Transportation

As you are aware, the Department of Transportation (DOT) selected the National Business Center (NBC), the Department of the Interior's payroll center, as their new provider under the e-Payroll Initiative. DOT is comprised of four different segments to be migrated; the Surface Transportation Board (STB), the Saint Lawrence Seaway Development Corporation (SLSDC), the Federal Aviation Administration (FAA), and all other components that are non-FAA. Two of these segments, STB and SLSDC, have been serviced by other sources outside of DOT systems, and therefore required separate migration plans. STB completed its migration in November 2003, and SLSDC is on schedule for July 2004. The other two segments, the FAA and all other non-FAA components, are scheduled to migrate in May and September of this year.

The NBC has now formally requested that the other non-FAA and FAA component migration schedules be adjusted to April 2005 and October 2005 respectively. Completion of a full gap analysis revealed a 60% increase in anticipated man hours to accommodate gaps through system changes. The basis for this increase is primarily a result of NBC's integrated personnel and payroll system. The migration to NBC has required DOT to investigate all feeder systems and eliminate those that will be replaced through functionality of the NBC system. In addition to accommodating elimination of support systems, the DOT system had numerous logical edits that did not exist in the NBC system.

Memorandum to Timothy K. Young, OMB, IEE Portfolio Manager  
Subject: Schedule Adjustments for the Department of Transportation

In recommending the above schedule, NBC and DOT considered other alternatives, e.g. phasing in the requirements with some implemented prior to migration and others later; changing DOT existing business practices; and hiring additional staff to assist in making system changes. To this end, both DOT and NBC determined these alternatives were not effective for a variety of reasons, e.g. changing business practices would require DOT to hire experienced staff in Federal human resource processes; additional technical/developmental staff could not be transitioned in a manner that would accomplish the existing schedule. Another factor that has critical impact on the schedule is the need to migrate two former DOT entities, the Transportation Security Administration and U.S. Coast Guard, to the National Finance Center (the e-Payroll Provider for Department of Homeland Security).

In summary, changes to the NBC system to accommodate DOT business practices and competing resources for a split migration are key factors for adjusting the DOT schedule.

RECOMMENDATIONS:

- 1. OMB approves the NBC's schedule adjustment request under the following conditions:
  - a. NBC and DOT must stay on schedule for the completion of the SLSDC migration to be completed in July 2004.
  - b. NBC and DOT must complete migration of all other non-FAA components no later than April 2005.
  - c. NBC and DOT must complete migration of the FAA no later than October 2005.

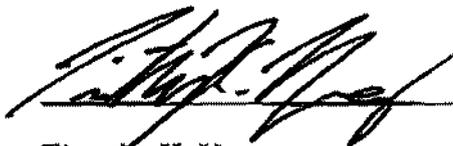
Concur

Non Concur

- 2. Upon OMB approval, OPM will notify NBC in writing of the conditions of the schedule adjustment.

Concur

Non Concur



Timothy K. Young

5/26/04

Date