



STATE OF WASHINGTON

WASHINGTON TECHNOLOGY SOLUTIONS
Office of the Chief Information Officer

1500 Jefferson Street SE ▪ Olympia, Washington 98504-1501

August 30, 2019

TO: David Schumacher, Director
Office of Financial Management

FROM: James Weaver, Director and State CIO
Washington Technology Solutions

SUBJECT: OCIO Certification for Gated Funding Project

Pursuant to Section 719 of the 2019-21 operating budget, I hereby certify a partial release for Gate 4 for the following Information Technology Gated Funding project:

Agency: State Board for Community and Technical Colleges (SBCTC)
Project: ctLink
Gate: Gate 4a

The ctLink project has been underway since December 31, 2011. The project continues to be subject to gated funding in the new biennium. The project has completed all deliverables for the previous Gate 3 as detailed in the approved Technology Budget.

The Office of the Chief Information Officer (OCIO) certifies a partial release of funds for \$3,848,765 through September 30, 2019, and is sufficient for anticipated project costs through that date. This reflects a portion of Gate 4, noted as (4a), for work already completed or to be completed in September 2019.

While the project has elevated risk at this time, the OCIO retains overall confidence in the ctLink project. Since the project resumed in October 2017, the project has effectively addressed many of the issues from the initial FirstLink implementation. The project has strong sponsorship and project management with active governance at all levels. The project regularly demonstrates resilience by taking action proactively or based on lessons learned. As noted in the July Quality Assurance (QA) report, considerable training and testing work remains, but is mitigated by the active level of user participation ahead of the Deployment Group 2 (DG2) deployment.

DG2 is the first deployment of the ctLink integrated enterprise resource planning system since the FirstLink go-live in October 2015. In October 2019, the SBCTC and Clark Community College will migrate to the ctLink system and the original FirstLink colleges' systems will be upgraded. The go-live decision point for this release will occur within the next 30 days.

There are three critical artifacts to support the upcoming go-live decision that remain outstanding. The remainder of the gate will be certified after receipt and review of the following:

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- Documentation of go-live decision criteria for the upcoming DG2 deployment, to be provided by no later than September 4, 2019;
- An approved role-based access controls mitigation plan to address schedule and technical environment risks to be provided by no later than September 10, 2019; and
- Updates to the scope management process to address existing risks to scope containment by no later than September 30, 2019.

The project otherwise meets requirements set forth in Section 719 as applicable to this project.

All supporting documentation for this project is available on the [OCIO IT Project Dashboard](#).

The OCIO consultant assigned to this project is Whitney Dickinson.

cc: Jan Yoshiwara, Executive Director and Project Executive Sponsor, SBCTC
Grant Rodeheaver, Project Sponsor and CIO, SBCTC
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