

FINANCIAL MANAGEMENT SYSTEMS

December 2002

Prepared for: U. S. Department of Energy
Idaho Operations Office
Idaho Falls, ID

Prepared by: Finance Directorate
Idaho National Engineering and Environmental Laboratory
Bechtel BWXT, LLC

Financial Management System Application Descriptions

Financial Systems: The Financial Systems are required to record and report financial transactions in accordance with DOE orders, federal regulations and generally accepted accounting principles. At the beginning of FY 2003 our legacy general accounting, cost accounting, funds management and property accounting /management systems were replaced with commercial off the shelf applications (COTS) from Oracle. Modules implemented are: General Ledger, Project Costing and Billing, Accounts Receivable, Fixed Assets and a second set of General Ledger to be used for our Financial Information (FIS) reporting interface to the Department of Energy (DOE). In addition, the Financial Systems are comprised of custom software developed to provide functionality where gaps exist between the COTS and DOE requirements, referred to as bolt-ons.

No major enhancements and/or upgrades are planned for FY 2003. FY 2003 efforts will concentrate on startup problems and processing efficiencies

Business Decision Support Information Systems (BDSIS) Data Warehouse: BDSIS is a repository of related financial information gathered from the various transaction systems; i.e., supply chain, labor, property, financials and budgets. The data is summarized, transformed and integrated allowing simplified, yet detailed reporting. Access is provided through several reporting functions; primarily standard, web based reports and complex, specialized reports developed through the use of a query tool. BDSIS allows dynamic reporting with a more integrated result, while reducing the impact of reporting requirements associated with the transaction systems.

Major enhancements for FY 2003 are to add the new BSIP applications to the repository plus migrate BDSIS from the current server hardware to a larger SUN server in order to handle increased capacity needs.

PeopleSoft Human Resource System (HRS): HRS is required to maintain, integrate and process employee staffing, benefit, personnel/salary and payroll information. HRS interfaces with the Financial Systems to provide labor costs for project accounting requirements and liabilities to the general ledger. HRS interfaces with BDSIS to provide labor distribution by employee charges to direct and indirect projects.

Replacement of the legacy HRS with PeopleSoft applications occurred at the beginning of FY 2002. At the end of FY 2002 two additional web based modules, eRecruit and eCompensation were added. In December 2002, the HRS team implemented the PeopleSoft Pension module.

Electronic Time Sheet (ETS): The collection of time worked is necessary to ensure the proper payment of employees wages and allocation of expenses to project end objectives. ETS is a Lotus Notes, in-house developed application which interfaces into PeopleSoft HRS.

No major activities above maintenance level are planned for FY 2003.

Travel Information Log Tracking System (TILT): Business travel is tracked for proper allocation of costs and reporting requirements. TILT is an in-house developed FoxPro application that interfaces to the Financial System's Manual Journal Entry System.

No major activities above maintenance level are planned for FY 2003.

PassPort and Purchase Card Systems (PCard): PassPort is a COTS enterprise supply chain and maintenance management system providing integration between these two business functions. PassPort is a modularized application that includes accounts payable, contracts management, inventory, purchasing and work management functions. The Purchase Card system augments PassPort by using a credit card for purchase of low-value, standard goods and services, thus reducing acquisition cycle time and procurement operations costs. Both PassPort and PCard interface to the Financial Systems providing expenses, liabilities and commitments.

Major enhancements for FY 2003 are: a) upgrade of PassPort from version 8 to 9; b) change document transmission from FAX to electronic data interchange; c) implement Action Tracking module to facilitate work request work flow; d) implement INDUS Anywhere module to allow mobile computing by work planners while in the field for later upload of data to PassPort; e) implement the Easy Material Request portion of INDUS Buy Demand module in order to make it easier on the end-user to process a material request.

Contracts Accrual Bolt-On System (CABS): CABS is an in-house developed, Oracle based application that allows users to input forecasted accrual amounts, track accruals, payments and contract outstanding commitments. CABS interfaces to Oracle Financials to supply costs and commitments resulting from contract accruals.

Enhancements for FY 2003 include: a) adding function to archive files for end-user reference; b) adding alert for exceeding payment authorization; c) modifying headings to reports and activation of search capabilities; and, d) creating systems administration security screen

Project Management Systems: Three project management tools are used:

- Primavera Project Planner (P3) is a COTS application used to plan work activities for the duration of the project in the form of schedules including identification of resources required to perform the tasks.
- Cobra is a COTS cost integration tool that uses the time-phased resources contained in the P3 schedule to price the budgeted costs of work scheduled based on the Company cost model.
- IPS2000 is an in-house developed, Oracle based application, used to integrate schedule, budget, actual costs, scoping statements, assumptions, basis of estimate, baseline configuration management and change control, and monthly reporting. IPS

2000 integrates with Oracle Financials to populate the project/task number (also know as charge number). Actual project costs are transmitted back to IPS2000 and Cobra from BDSIS.

During FY 2003, implementation of the Citrix servers and software added to the system in FY 2002 will be continuing. Citrix improves connection and processing speed for Cobra and P3 users.

Transportation Information Management System (TIMS): TIMS is a COTS application implemented for Fleet Operations at the beginning of FY 2003. TIMS provides tracking, accounting and reporting of fleet inventory, costs and operational data necessary to maintain and control motor vehicles and equipment. TIMS maintains full equipment lifecycle costs and usage records plus tracks the parts, materials and labor used in servicing the vehicle/equipment units. TIMS also manages the scheduling and dispatching of the motor pool and buses.

Enhancements for FY 2003 include: a) setup fleet unit subsystem and properties; b) setup warranty information tracking; c) develop interface to Lotus Notes in order to send messages to key personnel regarding work order initiation/completion; and, d) implement interface to PassPort catalog for fleet parts