

Section I
**Notice of Development of Proposed Rules
 and Negotiated Rulemaking**

DEPARTMENT OF ENVIRONMENTAL PROTECTION

RULE NO.: **RULE TITLE:**
 62-342.700 Financial Responsibility

PURPOSE AND EFFECT: The purpose of this rule development is to amend the existing rule to allow mitigation banks established under Part IV of Chapter 373, F.S., to use certain forms of insurance as a means of demonstrating the financial responsibility required pursuant to Section 373.4136(1)(i), F.S. The effect of this rule development would be to establish an additional mechanism for demonstrating the required “financial responsibility for the construction, operation, and long-term management of a mitigation bank” in rule, in accordance with Section 373.4136(11)(a), F.S.

SUBJECT AREA TO BE ADDRESSED: Rule 62-342.700, F.A.C., will be amended to allow mitigation banks to use certain forms of insurance as a means of demonstrating financial responsibility. Other mechanisms of demonstrating financial responsibility currently authorized in the rule (i.e., surety bond, performance bond, trust fund, standby trust fund and irrevocable letter of credit) would remain unaffected.

RULEMAKING AUTHORITY: 373.4131, 373.4136(11) FS.

LAW IMPLEMENTED: 373.4131, 373.4135, 373.4136 FS.

IF REQUESTED IN WRITING AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE NOTICED IN THE NEXT AVAILABLE FLORIDA ADMINISTRATIVE REGISTER.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE DEVELOPMENT AND A COPY OF THE PRELIMINARY DRAFT, IF AVAILABLE, IS: Alice Heathcock, Florida Department of Environmental Protection, 2600 Blair Stone Road, MS 2500, Tallahassee, FL 32399-2400, telephone: (850)245-8483, e-mail: alice.heathcock@dep.state.fl.us or facsimile: (850)245-8499. (OGC NO. 15-0140)

THE PRELIMINARY TEXT OF THE PROPOSED RULE DEVELOPMENT IS NOT AVAILABLE

DEPARTMENT OF CHILDREN AND FAMILIES

Mental Health Program

RULE NOS.: **RULE TITLES:**
 65E-12.103 Definitions
 65E-12.104 Licensing Procedure
 65E-12.106 Common Minimum Program Standards

PURPOSE AND EFFECT: The purpose of the proposed rule is to update existing licensure requirements and practice standards for Crisis Stabilization Units and Short-Term Residential Treatment Programs. The effect will be the simplification of the regulatory process and a decrease in the administrative burden for entities licensed to provide crisis stabilization services and operate short-term residential treatment programs.

SUBJECT AREA TO BE ADDRESSED: The proposed rule addresses public mental health crisis stabilization units and short-term residential treatment programs.

RULEMAKING AUTHORITY: 381.0035(4), 394.461, 394.879(1), (2) FS.

LAW IMPLEMENTED: 381.0035, 386.041, 394.455, 394.457, 394.4572, 394.459, 394.463, 394.465, 394.66, 394.67, 394.77, 394.875, 394.876, 394.878, 394.903, 394.907, 415.103, 458.347, 464.003, 464.012, 465.003 FS.

IF REQUESTED IN WRITING AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE NOTICED IN THE NEXT AVAILABLE FLORIDA ADMINISTRATIVE REGISTER.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 2 days before the workshop/meeting by contacting: Krystle Cacci, Policy Analyst, 1317 Winewood Boulevard, Building 6, Tallahassee, Florida 32399-0700, (850)717-4437, Krystle.Cacci@myflfamilies.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE DEVELOPMENT AND A COPY OF THE PRELIMINARY DRAFT, IF AVAILABLE, IS: Krystle Cacci, Policy Analyst, 1317 Winewood Boulevard, Building 6, Tallahassee, Florida 32399-0700, (850)717-4437, Krystle.Cacci@myflfamilies.com

THE PRELIMINARY TEXT OF THE PROPOSED RULE DEVELOPMENT IS AVAILABLE AT NO CHARGE FROM THE CONTACT PERSON LISTED ABOVE.

Section II Proposed Rules

AGENCY FOR STATE TECHNOLOGY

RULE NOS.:	RULE TITLES:
74-1.001	Purpose and Applicability; Definitions
74-1.002	Risk and Complexity Assessment
74-1.003	Initiation
74-1.004	Planning
74-1.005	Execution
74-1.006	Monitoring and Controlling
74-1.007	Closeout
74-1.008	Compliance with the Florida Information Technology Project Management and Oversight Standards

74-1.009 Agency for State Technology Oversight
PURPOSE AND EFFECT: The purpose of this rule is to implement the provisions of Section 282.0051(3), F.S., establishing project management and oversight standards with which state agencies must comply when implementing information technology projects.

SUMMARY: The proposed rulemaking adopts new rules that establish Rules 74-1.001 through 74-1.009, F.A.C. as the Florida Information Technology Project Management and Oversight Standards, and provides project management and standards that state agencies must comply with when implementing information technology projects.

SUMMARY OF STATEMENT OF ESTIMATED REGULATORY COSTS AND LEGISLATIVE RATIFICATION: The Agency has determined that this will not have an adverse impact on small business or likely increase directly or indirectly regulatory costs in excess of \$200,000 in the aggregate within one year after the implementation of the rule. A SERC has not been prepared by the Agency.

The Agency has determined that the proposed rule is not expected to require legislative ratification based on the statement of estimated regulatory costs or if no SERC is required, the information expressly relied upon and described herein: the economic review conducted by the Agency.

Any person who wishes to provide information regarding a statement of estimated regulatory costs, or provide a proposal for a lower cost regulatory alternative must do so in writing within 21 days of this notice.

RULEMAKING AUTHORITY: 282.0051(18) FS.

LAW IMPLEMENTED: 282.0051 FS.

A HEARING WILL BE HELD AT THE DATE, TIME AND PLACE SHOWN BELOW:

DATE AND TIME: April 27, 2015, 2:00 p.m.

PLACE: Via telephone conference call at: 1(888)670-3525, participant pass code is: 889 868 0249

For anyone wishing to attend in person: First District Court of Appeal, 2000 Drayton Drive, Room 1183, Tallahassee, Florida 32399

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Shelley McCabe at (850)412-6057 or at shelly.mccabe@ast.myflorida.com

THE FULL TEXT OF THE PROPOSED RULE IS:

74-1.001 Purpose and Applicability; Definitions.

(1) Purpose and Applicability

(a) Rules 74-1.001, F.A.C., through 74-1.009, F.A.C., will be known as the Florida Information Technology Project Management and Oversight Standards.

(b) The purpose of this Rule is to:

Establish project management and oversight standards when implementing information technology (IT) projects. These standards are documented in Rule 74-1.002, F.A.C., through 74-1.008, F.A.C. State Agencies must comply with these standards when implementing IT projects, and Cabinet Agencies are required to either adopt these standards or adopt alternative standards based on best practices and industry standards. However, in accordance with Section 282.00515, F.S., for projects that have a total cost of \$25 million or more and that impacts one or more other agencies, Cabinet Agencies must adopt the standards documented in Rule 74-1.002, F.A.C., through 74-1.008, F.A.C.

Establish oversight standards that the Agency for State Technology (AST) will use for oversight of IT projects. These standards apply to IT projects of State Agencies that have a total cost of \$10 million or more and that are funded in the General Appropriations Act or any other law; and IT projects of Cabinet Agencies with a total cost of \$25 million or more and that impact one or more other agencies. (Per Sections 282.0051(4) and 282.0051(15) (a) (b), F.S.). These standards are documented in Rule 74-1.009, F.A.C.

(c) Operations and Maintenance (O&M) activities intended to support an existing product or service to keep it in conformance with its originally intended specifications are exempt from these standards.

(d) These standards, per Section 282.0051(3), F.S., also address:

Performance measurements and metrics that objectively reflect the status of an IT project based on a defined and documented project schedule, cost, and scope.

Methodologies for calculating acceptable variances in the projected versus actual schedule, cost, and scope of an IT project.

Reporting requirements, including requirements designed to alert all defined stakeholders that an IT project has exceeded acceptable variances.

Content, format, and frequency of project updates.

(e) In 2016, AST will begin conducting annual assessments to determine Agency compliance with the the Florida Information Technology Project Management and Oversight Standards set forth in Rule 74.1.008, F.A.C., (Per Section 282.0051(10), F.S.).

(f) State Agencies and Cabinet Agencies will incorporate the Florida Information Technology Project Management and Oversight Standards set forth in this rule in competitive solicitations and procurement documents or contract agreements for IT projects.

(2) Definitions.

(a) The following terms are defined:

1. Action Item - A documented event, task, activity, or action that needs to take place. Action Items are discrete units that are assigned to a single person for tracking and reporting until resolution.

2. Agency(ies) - For purposes of this Rule means State Agencies, Cabinet Agencies that do not adopt alternative project management standards based on best practices and industry standards pursuant to section 282.00515, F.S., and Cabinet Agencies with IT projects that have a total project cost of \$25 million or more and that impact one or more other Agencies.

3. AST – Agency for State Technology.

4. Baseline Schedule - The agency-approved version of the project schedule that can be changed only through formal change control procedures. This document is used as a basis for Earned Value Analysis.

5. Cabinet Agency(ies) – The Department of Legal Affairs, the Department of Agriculture and Consumer Services, and the Department of Financial Services.

6. Change Control – a formal process used to ensure that changes to a project (such as documents, deliverables, or baselines) are introduced and approved in a controlled and coordinated manner.

7. Complexity – Technological and management characteristics of the project and the potential impacts, both positive and negative, that these characteristics could have on the project's risks.

8. Corrective Action Plan - A plan that illustrates corrective actions required to bring the project back within established schedule, cost, and scope parameters.

9. Cost Performance Index (CPI) – A ratio that represents project efficiency in terms of how much a project is actually spending compared to the planned spending as of a specific date.

10. Earned Value – An approach to measuring project performance that is based on comparing actual progress against planned progress as of a specific date.

11. Earned Value Analysis - An approach to measuring project performance that is based on comparing actual progress against planned progress.

12. Independent Verification and Validation (IV&V) –A review of the project plans and other project artifacts by an independent third party. The primary objective of an IV&V is to provide an objective assessment of products and processes throughout the project management lifecycle. In addition, IV&V will facilitate early detection and correction of errors, enhance management insight into risks, and ensure compliance with project performance, schedule, and budget requirements. The IV&V entity must have no technical, managerial, or financial interest in the project (or Agency) and will not have any responsibility for, or participation in, any other aspect of the project.

13. Information Technology – Equipment, hardware, software, firmware, programs, systems, networks, infrastructure, media, and related material used to automatically, electronically, and wirelessly collect, receive, access, transmit, display, store, record, retrieve, analyze, evaluate, process, classify, manipulate, manage, assimilate, control, communicate, exchange, convert, converge, interface, switch, or disseminate information of any kind or form as defined in Section 282.0041 (11), F.S..

14. Issue - A significant, certain occurrence impacting planned project execution that the project team must identify and address. An issue must be resolved as soon as possible; otherwise, it will have detrimental effects on the project.

15. PMP® Certified Project Manager – Project Management Professional (PMP®) is a certification administered by the Project Management Institute that demonstrates experience, education, and competency to lead and direct projects.

16. Project - An endeavor that has a defined start and end point; is undertaken to create or modify a unique product, service, or result; and has specific objectives that, when attained, signify completion as defined in Section 282.0041 (16), F.S.

17. Project Change - Something that is outside the documented and approved project scope or is a change to baselined project requirements, project schedule, or project cost (including resource effort). A project change requires approval, by project governance, for additional resources, funding, or modifications to the project schedule.

18. Project Governance – Project governance is an oversight process aligned with (but separate from) the Agency management structure. Project governance provides the project manager, project team, project sponsor(s), and all

stakeholders with structure, processes, decision-making models, and tools to ensure the successful management of the project and delivery of the product. It includes a framework for making project decisions (including project change control and deliverable acceptance) and defining roles, responsibilities, and accountabilities for the success of the project.

19. Project Life Cycle (PLC) – The project life cycle encompasses all the project management activities of the project grouped by the standard PLC phases of Initiation, Planning, Execution, Monitoring and Control, Execution, and Closure.

20. Project Oversight – Independent review and analysis of an information technology project that provides information on the project’s scope, completion timeframes, and budget and that identifies and quantifies issues or risks affecting the successful and timely completion of the project as defined in Section 282.0041 (17), F.S.

21. Project Management Plan - The document that defines how the Agency will execute, monitor, control, and close the project.

22. Project Schedule – A listing of a project's milestones, activities, and deliverables, with work estimates and start and finish dates. These estimates include budget and resource allocation, as well as task sequencing and dependencies.

23. Project Sponsor - The State Agency senior management role that approves the allocation of resources for an endeavor, develops a common vision, provides ongoing commitment to the project, and continually assesses success.

24. Project Variance - A quantifiable or qualitative deviation from an approved baseline or expected value. AST will use Cost Performance Index (CPI) and Schedule Performance Index (SPI) calculations and budget and scope variance analysis to determine the degree of project variance between project baselines and actual project performance.

25. Risk – An uncertain event or condition which may or may not happen and uncertainties caused by ambiguity or a lack of information. A Risk could have a negative or positive impact on one or more project objectives.

26. Risk Manager – An individual responsible for managing a project’s risk, such as conducting risk management planning, risk identification, analysis, response planning, and tracking of risks and mitigation throughout the project.

27. Schedule Performance Index (SPI) – A ratio that represents how efficiently a project is progressing compared to the project’s planned progress.

28. Scope Baseline – Documented scope and objectives set forth in the agency-approved project plan document.

29. Scope Variance - Deviation from the documented objectives and scope set forth in the agency-approved project plan documents.

30. Scope Variance Analysis - An approach to measuring project performance that is based on comparing actual scope against planned scope.

31. Significant Change - Significant Change are those changes that will modify a project’s approved cost, schedule, or scope, either by themselves or cumulatively, by more than 10%.

32. Stakeholder – A person, group, organization, or state agency involved in or affected by a course of action as defined in Section 282.0041 (21), F.S.

33. State Agency(ies) - Any official, officer, commission, board, authority, council, committee, or department of the executive branch of state government; the Justice Administrative Commission; and the Public Service Commission. The term does not include university boards of trustees or state universities. The term does not include the Department of Legal Affairs, the Department of Agriculture and Consumer Services, or the Department of Financial Services as defined in Section 282.0041 (23), F.S. (See Cabinet Agency(ies))

34. Trend – a series of at least three data points indicating movement upward or downward.

35. Work Breakdown Structure (WBS) - A hierarchical and deliverable-oriented decomposition of a project into smaller components. The WBS is a framework for overall planning and is the basis for dividing work into definable increments from which schedule, cost, and scope can be defined.

Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.002 Risk and Complexity Assessment.

(1) The Agency will perform Risk & Complexity Assessments (R&C Assessments) for information technology (IT) projects to evaluate the risk and complexity factors for each IT project. The purpose of the assessments is to determine the minimum level of project management control necessary to manage a given project in order to reduce risk and increase the probability of success.

(2) These assessments align projects by risk and complexity levels into one (1) of four (4) Risk and Complexity (R&C) Categories, which determine the amount of project management control required. The following diagram indicates the distribution of risk and complexity levels into the R&C Category:

		Complexity		
		Low	Medium	High
Risk	Low	1	1	2
	Medium	2	2	3
	High	3	3	4

(a) Category 4 represents High Risk and High Complexity projects.

(b) Category 3 represents High Risk and Medium Complexity projects, High Risk and Low Complexity projects, or Medium Risk and High Complexity projects.

(c) Category 2 represents Medium Risk and Medium Complexity projects, Medium Risk and Low Complexity projects, or Low Risk and High Complexity projects.

(d) Category 1 represents Low Risk and Medium Complexity projects or Low Risk and Low Complexity projects.

(e) Specific lifecycle phase requirements for each category are identified in Rules 74-1.003, F.A.C. - Initiation, 74-1.004, F.A.C. - Planning, 74-1.005, F.A.C. - Execution, 74-1.006, F.A.C. - Monitoring and Controlling, and 74-1.007, F.A.C. - Closure.

(3) The R&C Assessments are conducted using Form AST-F-0505A, AST Risk & Complexity Assessment Workbook. This workbook is used by Agencies to determine the cumulative R&C Category designation. The R&C Assessment Workbook is divided into seven (7) separate assessment worksheets which are conducted at four (4) key points in the project management life cycle. Form AST-0505A, AST Risk & Complexity Assessment Workbook, is hereby incorporated by reference in this Rule. Form AST-0505A can be found on the AST web site at: <http://www.ast.myflorida.com/>.

(a) The Agency must complete a Pre-Charter R&C Assessment (consisting of a Risk worksheet and a Complexity worksheet) at the start of the Initiation phase of the project. During this assessment, the Agency will review priorities and business need, assess the project, and analyze factors that might impact project success. The resulting R&C Category establishes the project management control requirements to be applied during the project Initiation phase. (See Rule 74-1.003, F.A.C. - Initiation)

(b) The Agency must complete an Initiation Gate R&C Assessment at the end of the Initiation phase following completion of project Initiation documentation. During this assessment, the Agency will review Initiation documents, validate or amend the previous R&C assessment findings, and complete the Initiation Gate R&C Assessment

(consisting of a Risk worksheet and a Complexity worksheet). This assessment will confirm or adjust the project's cumulative risk & complexity level and resulting R&C Category, examine the effectiveness of Initiation phase activities, and set requirements for the project Planning phase. (See Rule 74-1.004, F.A.C. - Planning)

(c) The Agency must complete a Planning Gate R&C Assessment at the end of the Planning phase, following completion of project planning documentation. During this assessment, the Agency will review project documents, validate or amend the previous R&C assessment findings, and complete the Planning Gate R&C Assessment (consisting of a Risk worksheet and a Complexity worksheet). This assessment will confirm or adjust the project's cumulative risk and complexity level and resulting R&C Category, examine the effectiveness of Planning phase activities, and set requirements for the project Execution and Monitoring and Controlling phases. (See Rule 74-1.005, F.A.C. - Execution and 74-1.006, F.A.C. - Monitoring and Control)

(d) The Agency must complete an Event-Driven R&C Assessment if the project experiences a significant change, or cumulative changes (in cost, schedule, or scope) from the project baseline. During this assessment, the Agency will review the change control request(s) and project documentation. The Agency will also review, validate or amend the previous R&C assessment findings, and complete the Event-Driven R&C Assessment (consisting of a Risk worksheet). This assessment will confirm or adjust the project's cumulative risk & complexity level and resulting R&C Category and determine if review and amendment to project management baselines are needed.

Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.003 Initiation

(1) Project Initiation is the first phase in the project management lifecycle. In the Initiation phase, information technology projects are transitioned from ideas to a viable project proposal (through the Agency's project request process) for consideration and approval by the Agency's management.

(2) The Agency must complete the Pre-Charter Risk and Complexity (R&C) Assessment for the project (see 74-1.002, F.A.C. - Risk and Complexity Assessment). This assessment will provide the project risk and complexity levels and resulting R&C Category, which will define the management control activities required for the Initiation phase.

(3) The following matrix lists Initiation phase activities and documents required for the project based on its R&C Category as determined by the Pre-Charter R&C Assessment.

(4) If an individual document listed in the matrix below is not required for a given R&C Category, the Agency is still expected to conduct the planning activity and summarize the results in the Project Charter.

(5) Specific document templates are not prescribed – any project documentation that contains the information specified in the requirements below is acceptable.

<u>INITIATION PHASE</u>		<u>Risk & Complexity Category</u>			
<u>Document ation or Activity</u>	<u>Require ments</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
	not taking the action.				
Cost Benefit Analysis	Document the economic feasibility of the alternatives being considered including the planned project costs, as well as each of the tangible benefits, and then calculate key financial performance metrics such as ROI and payback period.	Required	Required	Preparation of a Cost Benefit Analysis is not required; however, the planning in this area must be included in the Project Charter.	Preparation of a Cost Benefit Analysis is not required; however, the planning in this area must be included in the Project Charter.
Project Charter	Document and formally communicate the existence of the project; appoint the project manager; identify the stakeholders and the project governance framework; authorize the expenditure of resources; establish the initial budget, schedule, and scope. This will	Required	Required	Required	Required

<u>INITIATION PHASE</u>		<u>Risk & Complexity Category</u>			
<u>Document ation or Activity</u>	<u>Require ments</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
Business Case and Alternative Analysis	Articulate a clear path to a return on investment (ROD) or business value in instances where a positive ROI is not present. Demonstrate a clear understanding of the processes, costs, strengths, and weakness of the Agency's current business process. Document, identify, and analyze potential solutions. Provide a compelling argument for implementation and examine benefits and risks associated with the recommended course of action as well as	Required	Required	Preparation of a Business Case and Alternatives Analysis is not required; however, the planning in this area must be included in the Project Charter.	Preparation of a Business Case and Alternatives Analysis is not required; however, the planning in this area must be included in the Project Charter.

<u>INITIATION PHASE</u>		<u>Risk & Complexity Category</u>			
<u>Document ation or Activity</u>	<u>Requirem ents</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
	serve as the basis for detailed planning.				
Centralized Project Repository	Establish a centralized project repository to house and archive all project documentation. This repository should be documented in project planning materials.	Required	Required	Required	Required
Project Manager	The Project Manager must be PMP® certified.	Required	Required		
Risk Manager	Appointment of a Risk Manager, other than the Project Manager.	Recommended			
Independent Verification and Validation (IV&V)	Employ Independent Verification and Validation (IV&V)	Recommended	Recommended		

(6) The Agency must complete the Initiation Gate R&C Assessment (see 74-1.002, F.A.C. - Risk and Complexity Assessment). This Assessment will confirm or adjust the project's risk and complexity levels and the resulting R&C Category, validate Initiation management control requirements, and set management control requirements for the subsequent Planning Phase. Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.004 Planning.

(1) In the Planning phase, the Agency develops and approves detailed project planning documents.

(2) The following matrix lists planning activities and documents required for the project based on the project's Risk and Complexity (R&C) Category.

(a) Specific document templates are not prescribed – any project documentation that contains the information specified in the requirements below is acceptable.

(b) This documentation, whether created separately or combined as a single document, constitutes the Project Management Plan.

(3) If an individual document listed in the matrix below is not required for a given R&C Category, the Agency is still expected to conduct the planning activity and summarize the results in the Project Plan Summary.

<u>PLANNING PHASE</u>		<u>Risk & Complexity Category</u>			
<u>Documenta tion or Activity</u>	<u>Requirem ents</u>	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>
Project Scope and Objectives	Clearly delineate the project scope, specifically what is in scope and what is out of scope. Include objectives, deliverables, assumptions, and constraints. This will determine scope baselines and variances. Discuss how the project scope and objectives trace back through the Project Charter to initial project documents such as the Schedule IV-B.	Required	Required	Required	Preparation of a formal Scope and Objectives document is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.
Work Breakdown Structure (WBS)	The hierarchical and incremental	Required	Recommended		

PLANNING PHASE		Risk & Complexity Category			
Documentation or Activity	Requirements	4	3	2	1
	decomposition of the project into phases, deliverables, and work packages. Identifies all the tasks required to deliver the total scope of work to produce each deliverable. Tasks must be decomposed into subtasks until they can be estimated, observed, and evaluated.				

Project Organizational and Governance Structure	Representation of the project from an organizational perspective. Include an organization chart with stakeholder and governance structures identified. Include a detailed description of the project and the Agency's governance process with roles, responsibilities, and approval authorities	Required	Required	Preparation of an Organizational & Governance Structure document is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.	Preparation of an Organizational & Governance Structure document is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.

	identified for project documents or artifacts, including any processes for final product acceptance. Include reporting and escalation parameters for variances in schedule, cost, and scope.				
Resource Plan	Document the resources required to complete the project and how these resources will be acquired. For personnel – identify project roles, skills, number, and resource type required, and specify the method(s) for acquiring new personnel or incorporating and backfilling the current responsibilities of existing personnel. For equipment or materials, identify types,	Required	Required	Preparation of a Resource Plan document is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.	Preparation of a Resource Plan document is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.

	<u>quality assurance, and quality control are all conducted.</u>			<u>the Agency must include a summary of planning in this area in the Project Plan Summary.</u>	<u>the Agency must include a summary of planning in this area in the Project Plan Summary.</u>					<u>(s)</u>
<u>Deliverable Acceptance Plan</u>	<u>Document each deliverable, the acceptance criteria for each deliverable, and the deliverable acceptance process.</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Preparation of a Deliverable Acceptance Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary</u>					
<u>Risk Management Plan</u>	<u>Document the process for the descriptive identification (listing), evaluation (probability and impact), prioritization, and response to risks (specified mitigation strategies for each risk), as well as the nature of any time sensitivity to risks that may impact the project. Identify the roles and responsibilities of project staff assigned to risks. Identify and</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Preparation of a Risk Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary. In addition, Agencies must track risks and report their status in the Project Status Report (See 74-1.006, F.A.C. - Monitoring and Controlling for detailed requirements).</u>					
<u>Issue Management Plan</u>		<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Preparation of an Issue Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary. In addition, Agencies must track issues and report their status in the Project Status Report (See 74-1.006, F.A.C. - Monitoring and Controlling for detailed requirements).</u>					
<u>Procurement Management Plan</u>					<u>If procurement is required by the project, document any products or services</u>	<u>Required, if applicable</u>	<u>Required, if applicable</u>	<u>Required, if applicable</u>		<u>Preparation of a Procurement Management Plan is not required; however, if</u>

	<u>needed, identify the necessary products and services to be purchased, along with the appropriate purchasing methods, rules, and statutes affecting these activities.</u>				<u>applicable, the Agency must include a summary of planning in this area in the Project Plan Summary.</u>
<u>Organizational Change Management Plan</u>	<u>Assess and document the impact of delivering the project's products to the user organization and individual users; the readiness of the user organization and individual users to accept those changes; and identify, describe, and plan the action necessary to facilitate those changes.</u>	<u>Required</u>	<u>Required</u>	<u>Preparation of an Organizational Change Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.</u>	<u>Preparation of an Organizational Change Management Plan is not required; however, the Agency must include a summary of planning in this area in the Project Plan Summary.</u>
<u>System Security Plan</u>	<u>See Rule Chapter 74-2, F.A.C. - Information Technology Security</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>
<u>Requirements Traceability Matrix (RTM)</u>	<u>Prepare a document (usually a table) that links high-level design and requirements with detailed</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>

	<u>requirements, detailed design, test plan, and test cases. The RTM ensures that all requirements are identified and correctly linked (from high-level to detailed and technical levels) throughout the project.</u>				
<u>Project Plan Summary</u>	<u>A document providing an overview of the planning for the management of the project that addresses all of the aforementioned documents and activities.</u>			<u>Required</u>	<u>Required</u>

(4) The Agency must complete the Planning Gate R&C Assessment at the end of the Planning Phase (see 74-1.002, F.A.C. - Risk and Complexity Assessment). This Assessment will confirm or adjust the project's risk and complexity levels and the resulting R&C Category, validate Planning management control requirements, and set management control requirements for the subsequent Execution and Monitoring and Controlling phases.
Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.005 Execution.

(1) The Execution phase involves carrying out and managing all the activities described in the Project Management Plan.

(2) The majority of Execution phase activities and documentation will be associated with the Agency's specific Systems Development Life Cycle (SDLC) process and requirements.

(3) All changes to the approved and baselined Project Management Plan (project schedule, cost, or scope) must follow the Agency’s project change control and governance processes.

EXECUTION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirem ents	4	3	2	1
Project Schedule	Execute and update the approved project schedule weekly with actual work effort and project progress (tasks, milestones, and deliverables completed) to track Schedule Performance Index (SPI) and Cost Performance Index (CPI).	Required	Required	Execute and update the project schedule with actual work effort and project progress (tasks, milestones, and deliverables completed).	Execute and update the project schedule to track actual work effort and project progress (tasks, milestones, and deliverables completed).
Project Spending Plan	Maintain the Project Spending Plan and include Spending Plan data in the Monthly Project Status Report (see 74-1.006, F.A.C. - Monitoring and Controlling	Required	Required		

EXECUTION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirem ents	4	3	2	1
	g for status report requirements).				
Procurement Management Plan	If procurement is required, the Agency will conduct procurements as documented in the approved Procurement Management Plan.	Required	Required	Required	If required, conduct procurements as documented in the Project Planning Summary.
Quality Management Plan	Perform quality assurance activities as specified in the approved Quality Management Plan.	Required	Required	Perform quality assurance activities outlined in the Project Planning Summary.	Perform quality assurance activities outlined in the Project Planning Summary.
Communi cations Plan	Manage project communications as specified in the approved Communications Plan. Provide project status reports as required in this Rule.	Required	Required	Required	Manage communications and stakeholder needs as outlined in the Project Planning Summary. Required

EXECUTION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	(see 74-1.006, F.A.C. - <u>Monitoring and Controlling for status report requirements</u>) <u>Facilitate communications within the project team and with the project sponsor and stakeholders.</u>				
<u>Deliverable Acceptance Plan</u>	<u>Execute the Deliverable Acceptance Plan.</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Document deliverable acceptance in accordance with deliverable acceptance processes, criteria, and the project governance process outlined in the Project Planning Summary.</u>
<u>Organizational Change Management Plan</u>	<u>Execute the Organizational Change Management Plan.</u>	<u>Required</u>	<u>Required</u>	<u>Facilitate organizational change management as</u>	<u>Facilitate organizational change management as outlined</u>

EXECUTION PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
				<u>outlined in the Project Planning Summary.</u>	<u>in the Project Planning Summary.</u>
<u>Operations and Maintenance (O&M) Plan</u>	<u>Develop an O&M Plan prior to the scheduled completion of the project's Execution phase. Obtain concurrence from financial, information technology, and operational managers on their readiness to support the system from a budgetary, staffing, technology, and operational perspective after go-live.</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>	<u>Required</u>

(4) Agency project management activities required during the Execution phase are further described in 74-1.006, F.A.C. - Monitoring and Controlling.
 Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.006 Monitoring and Controlling.

(1) Project Monitoring and Controlling spans all phases of the project and involves the regular review of project status in order to identify variances from approved project schedule, cost, and scope.

(2) Risk and Complexity (R&C) Category 4 and 3 Projects will use Earned Value analysis to ensure that the schedule provides an accurate representation of project status.

(a) Schedule Performance Index (SPI)

1. SPI is a measure of schedule efficiency expressed as a ratio of Earned Value (EV) to Planned Value (PV): $SPI = EV/PV$, where Earned Value is the measure of work performed expressed in terms of the budget amount authorized for that work, and Planned Value is the authorized budget assigned to scheduled work. Planned Value corresponds to the approved baseline budget.

2. A SPI value of less than 1.0 indicates that less work was completed, in a given time frame, than was planned.

3. A SPI value greater than 1.0 indicates that more work was completed, in a given time frame, than was planned.

(a) Cost Performance Index (CPI)

1. CPI is a measure of cost efficiency of budgeted resources for the work completed. CPI is expressed as a ratio of Earned Value (EV) to Actual Cost (AC): $CPI = EV/AC$, where Earned Value is the measure of work performed expressed in terms of the budget amount authorized for that work, and Actual Cost is the realized cost incurred for the work performed on an activity or set of activities during a specific time period.

2. A CPI value of less than 1.0 indicates a cost overrun for work completed, in a given time frame.

3. A CPI value greater than 1.0 indicates a cost underrun of performance to date.

(3) The following matrix details Monitoring and Controlling documentation and activities required for the project based on the project's R&C Category.

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	schedule variance. If SPI analysis indicates a trend towards a variance equal to or greater than 10% (SPI score ≤ 0.90 or ≥ 1.10), communicate the variance explanation to the project stakeholders.				
	Evaluate the baselined schedule against current progress. 1. Identify overdue tasks and compute the percentage of late tasks related to total tasks for the period (Number of Overdue Tasks / Number of Total Tasks).			Required	Required

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
Monitor and Control Project Schedule	Update the schedule weekly to reflect actual progress toward completion of scheduled tasks, milestones, and deliverables	Required	Required	Required	Required
	Use SPI to assess	Required	Required		

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	<p>2. If this analysis indicates a trend towards a variance, communicate the variance explanation to the project stakeholders.</p>				
	<p>If the schedule requires revision, follow the project change control process and the governance process.</p>	Required	Required	Required	Required
Monitor and Control Project Cost	<p>Monitor project costs at least monthly to identify both positive and negative variances between planned and actual expenditures.</p> <p>1. Compare planned costs</p>	Required	Required	Required	Required

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	<p>to actual costs captured in the spend plan or the budget.</p> <p>2. Identify the difference in planned and actual costs and compute the percentage of cost variance for the period (Cost Variance/ Total Planned Cost).</p> <p>3. If there is a variance (positive or negative), communicate the variance explanation to the project</p>				

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	stakeholders				
	Use CPI to assess cost variance. If the CPI analysis indicates a trend towards a variance equal to or greater than 10% (CPI score ≤ 0.90 or ≥ 1.10), communicate the variance explanation to the project stakeholders.	Required	Required		
	If the budget requires revision, follow the approved project change control process and governance process.	Required	Required	Required	Required
Monitor and Control Project Scope	Monitor project status and product scope, and manage changes to the original and agreed-upon scope as documented in the approved project	Required	Required	Required	Required

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	planning documents. If the scope requires revision, follow the approved project change control and governance processes.				
Monitor and Control Project Quality	Control quality as documented in the Quality Management Plan or the Project Plan Summary.	Required	Required	Required	Required
Monitor and Control Project Change	Follow the change control process(es) documented in the Change Management Plan or the Project Plan Summary. Complete an Event-Driven Risk & Complexity (R&C) Assessment for significant	Required	Required	Required	Required

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category				MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirem ents	4	3	2	1	Document ation or Activity	Requirem ents	4	3	2	1
	<p>nt change requests (see 74- 1.002, F.A.C. - Risk and Complex ity Assessm ent). This assessme nt will confirm or adjust the project's cumulati ve risk and complexi ty levels and R&C Category , and assist the Agency in determin ing whether changes to any project manage ment plan documen ts and baselines are needed. If changes to any project plans, documen ts, or baselines are needed, follow the approved project</p>						<p>change control process and governan ce processe s. When proposin g substanti al project change requests for governan ce approval, the request must include the results of the Event- Driven R&C Assessm ent. Maintain a Change tracking log that includes Change descripti on, project impact (scope, schedule, and cost), owner, and status. This log is used to track, enter, review, analyze, update, monitor, and report on project</p>				

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	changes.				
Monitor and Control Project Procurement	Control procurements as documented in the approved Procurement Management Plan or the Project Plan Summary.	Required	Required	Required	Required
Monitor and Control Project Risks	Control risks as documented in the approved Risk Management Plan or Project Plan Summary. Perform risk reassessments to identify new risks, reassess current risks, escalate risks to issues, and close outdated risks. Maintain a risk tracking log that includes risk description, owner, response / mitigation	Required	Required	Required	Required

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	n strategy, as well as risk probability, impact (or criticality), and tolerance. This log is used to track, enter, review, analyze, update, monitor, and report on risks.				
Monitor and Control Project Issues	Control issues as documented in the approved Issue Management Plan or Project Plan Summary. Review issues to identify new issues, reassess current issues, and close resolved issues. Maintain an issue tracking log, which includes Issue description, owner, status,	Required	Required	Required	Required

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	and priority. This log is used to track, enter, review, analyze, update, monitor, and report on issues.				
<u>Decision Tracking</u>	Maintain a decision tracking log that includes decision description, approval authority, date, project impact (scope, schedule, and cost), and status. This log is used to track, enter, review, analyze, update, monitor, and report on decisions.	Required	Required	Required	Recommended
<u>Action Item Tracking</u>	Maintain an action item log that includes Action Item description, owner, dates assigned and due, priority, and status.	Required	Required	Required	Recommended

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Document ation or Activity	Requirements	4	3	2	1
	This log is used to track, enter, review, analyze, update, monitor, and report on action items.				
<u>Requirements Traceability Matrix (RTM)</u>	Review and amend the RTM to capture progressive detail of requirements linkage throughout the project. This matrix is used to document and link requirements from their origin to the deliverables that satisfy them.	Required	Required	Required	Required
<u>Lessons Learned</u>	Capture lessons learned from project team and stakeholders throughout the project.	Required	Required	Recommended	Recommended

(4) The Agency will report project status (as required in the Communications Plan) based on the project's R&C Category. Form AST-F-0505B, Project Status Report, is hereby incorporated by reference in this Rule. Form AST- F-

0505B can be found on the AST web site at: <http://www.ast.myflorida.com/>. Status reports will include:

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
Documentation	Requirements	4	3	2	1
Interim Project Status Report	Sections 1, 2, 3, and 5 of the Project Status Report Form	Weekly	Weekly	Bi-weekly	Bi-weekly
Monthly Project Status Report	All Sections of the Project Status Report Form	Monthly	Monthly	Monthly	Monthly
Sections	Items Required	4	3	2	1
Section 1 – Project Status Overview	<ul style="list-style-type: none"> Overview of Project Progress. Overall status of schedule, scope, risks, and budget Explanation of any variance 	Required	Required	Required	Required
	<ul style="list-style-type: none"> Schedule Performance Index (SPI) Cost Performance Index (CPI) 	Required	Required		
Section 2 – Project Progress	A. Project Milestones & Deliverables	Required	Required	Required	Required
	B. Major Project Tasks & Activities	Required	Required	Required	
	C. Reports & System Interfaces	Required	Required		
	D. Scope	Required	Required	Required	Required

MONITORING AND CONTROLLING PHASE		Risk & Complexity Category			
	Changes				
Section 3 – Project Issues and Risks	A. Project Issues	Required	Required	Required	Required
	B. Project Risks	Required	Required	Required	Required
Section 4 – Project Spend Plan	Attach current project spend plan to Status Report	Required	Required		
	A. Major Project Costs	Required	Required	Required	Required
	B. Identify Planned Cost vs. Actual Cost by Category	Required	Required		
Section 5 – Project Summary	Scope Statement, Project Objectives, Benefits	Required	Required	Required	Required

Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.007 Closeout.

(1) The Agency must perform Project Closeout phase activities after the defined project objectives have been met and the Agency has accepted the project’s product in accordance with their deliverable acceptance criteria and governance process.

(2) The following matrix lists the closeout activities and documents required for the project based on its Risk and Complexity (R&C) Category.

(3) Specific document templates are not prescribed – any project documentation that contains the information specified in the requirements below is acceptable.

CLOSEOUT PHASE		Risk & Complexity Category			
Documentation or Activity	Requirements	4	3	2	1
Lessons Learned	Identify and document final lessons learned with project team and stakeholders.	Required	Required	Required	Required

<p><u>Project Closeout Report (PCR)</u></p>	<p><u>Document the project's accomplishments against the project budget, scope, schedule, and performance baselines. Include a discussion of the lessons learned compiled by the project team and stakeholders. The PCR must be completed no later than 60 days after project closure.</u></p>	<p><u>Requid</u></p>	<p><u>Requid</u></p>	<p><u>Requid</u></p>	<p><u>Requid</u></p>
<p><u>Post Implementation Review (PIR) Report</u></p>	<p><u>Evaluate and document whether the products or services delivered by the project meet the Agency's business objectives, and provide the expected results and benefits as documented in the Initiation and Planning phases. Validate the cost benefit analysis and projected return on investment analysis. This analysis should be performed six months to one year after the product or</u></p>	<p><u>Requid</u></p>	<p><u>Requid</u></p>	<p><u>Requid</u></p>	

<p>service has been <u>implemented</u>, or as otherwise <u>defined in the Project Charter.</u></p>					
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(4) The Agency must archive all agency and third-party project documentation or artifacts.

(5) The Agency will ensure that system operations are transitioned to the appropriate support and operational entities in conformance with the Operations and Maintenance Plan. Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.008 Compliance with the Florida Information Technology Project Management and Oversight Standards.

(1) Agencies as defined in Rule 74-1.001, F.A.C., must comply with the Florida Information Technology Project Management and Oversight Standards.

(2) The Florida Information Technology Project Management Standards set forth in Rule 74-1.001 through 74-1.008, F.A.C. will be applied to existing Agency information technology projects based on their current project management lifecycle phase as of July 1, 2015.

1. Projects that have not been approved for Initiation by the Agency must implement all sections of the standards set forth in this Rule.

2. Projects that are in the Planning phase will undergo a Planning Gate Risk and Complexity Assessment upon completion of their detailed plans and will be subject to the project management control requirements of the standards set forth in this Rule from that point. (See 74-1.002, F.A.C. - Risk and Complexity Assessment and 74-1.004, F.A.C. - Planning.)

3. Projects that are in the Execution phase will continue to operate under the specific Agency's project management procedures, unless a significant Change Request is submitted.

(3) Agency for State Technology (AST) will annually assess Agency compliance with the standards set forth in this Rule pursuant to Section 282.0051(10), F.S.

(a) AST will assess compliance with the standards set forth in this Rule via assessments of a subset of the Agency's IT projects.

(b) The Agency will provide the documentation or other artifacts required by the standards set forth in this Rule for AST assessment.

(c) AST will provide results of this compliance assessment to the Agency, the Executive Office of the Governor, the President of the Senate, and the Speaker of the House.

(4) Agencies may request a waiver from compliance with the standards set forth in this Rule as defined in Section 120.542, F.S.

(5) Agencies may request alternative compliance with Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C., if the Agency has developed equivalent information technology project management and oversight processes and procedures.

(a) The Agency Head will make an alternative compliance request to AST. The request must include a detailed document (with any necessary reference or template materials) that maps the Agency's current information technology project management and oversight processes and procedures to the specific requirements of the Florida Information Technology Project Management and Oversight Standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C.

(b) AST will review the Agency's request to determine if the Agency's project management and oversight processes and procedures are in compliance with or exceed the standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C.

(c) AST will report its findings for alternative compliance to the requesting Agency within 20 business days of receipt of the request.

1. If AST determines the Agency's current information technology project management and oversight processes and procedures meet the requirements of the standards set forth in Rule 74-1.00, F.A.C., through Rule 74-1.007, F.A.C., the AST will acknowledge alternative compliance to the Agency.

2. If AST determines the Agency's current information technology project management and oversight processes and procedures do not, in part or all, meet the requirements of the standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C., AST will identify those sections of the Agency's current processes that will be allowed alternative compliance, and the remainder of the Agency's efforts must adhere to the standards set forth in Rule 74-1.003, F.A.C., through Rule 74-1.007, F.A.C..

(a) Agencies receiving alternative compliance status are subject to the compliance assessment process described in (2) above.

Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

74-1.009 Agency for State Technology (AST) Oversight.

(1) Section 282.0051(4), F.S., requires AST oversight on Agency information technology projects that have total project costs of \$10 million or more and that are funded in the General Appropriations Act or any other law.

(2) Section 282.0051(15), F.S., requires AST oversight on Cabinet Agency information technology projects with a total project cost of \$25 million or more and that impacts one or more other agencies.

(3) Agencies will participate and assist AST in oversight of a project as follows:

(a) The Agency and AST will cooperate to establish agreed-upon project oversight parameters (including schedule, cost, and scope) that will serve as the basis against which all project variances will be measured.

1. The project oversight parameters must be reviewed and approved by the Agency Project Sponsor (or designee), the Agency Project Manager, and the AST Project Assurance Manager.

2. The project oversight parameters may be revised during the life of the project based upon completion of the Agency's formal change control and governance process. Revision to the parameters must be reviewed and approved by the Agency Project Sponsor (or designee), the Agency Project Manager, and the AST Project Assurance Manager.

(b) The Agency will provide the project's Risk Management Plan to AST within 15 business days of the approval of the project oversight parameters. AST will review the plan and provide comment(s) to the Agency within 15 business days.

(c) The Agency will update the project schedule weekly and provide the updated schedule to AST. AST will review the project schedule weekly and will identify and track trends in Schedule Performance Index and Cost Performance Index.

(d) The Agency will update project documentation (schedule, spend plan, scope, risk and issues) at the end of each month and provide these documents to the AST no later than the 10th day of the following month.

(e) AST will review and document the project's progress on a monthly basis. The purpose of the review is to determine schedule, cost, and scope variances, and assess project risk and issues.

1. If the monthly review indicates that the project exceeds acceptable variance ranges (measured against project parameters) in schedule, cost, or scope, AST will perform a diagnostic risk assessment, which will result in preliminary findings and recommendations for project corrective action.

2. The Agency will respond in writing to AST's findings and recommendations within 5 business days of receipt of the findings. This response will include a corrective action plan for bringing the project back within acceptable variance ranges.

3. AST will review the preliminary findings, recommendations, and corrective action plan with the Agency.

4. AST will finalize the monthly review document (including a summary of the risk assessment, recommendations and the corrective action plan) for review by the Agency and AST management.

(4) AST will report quarterly to the Executive Office of the Governor, the President of the Senate, and the Speaker of the House of Representatives on any information technology project that AST identifies as high-risk due to the project exceeding acceptable variance ranges (pursuant to Section 282.0051 (4), F.S.). Following the same process as the monthly review described in (3)(e) above, the quarterly report will include a discussion of the risk assessment, including fiscal risks associated with proceeding to the next stage of the project, and a recommendation for corrective actions required, up to and including suspension or termination of the project.

(5) Any project meeting the criteria for AST oversight must adhere to the requirements of a Risk and Complexity (R&C) Category 4 project.

(6) The Agency must use a PMP® Certified Project Manager for any project meeting the criteria for AST oversight. If the Agency designates a third party or vendor project manager, the Agency must also designate an Agency employee in a Project Manager role that is ultimately responsible for the execution of the project effort and that serves as the primary point of contact for AST.

(7) Independent Verification and Validation (IV&V) must be employed for any project that meets the criteria for AST oversight.

(a) The Agency will include IV&V activities as part of the major milestones listed in the Project Charter developed during the Project Initiation phase and in the Work Breakdown Structure and Schedule detailed in the Planning phase.

(b) The Agency will include funding for IV&V in the project budget and spend plan(s).

(c) IV&V contractors will report directly to the AST on any project that meets the criteria for AST oversight. The AST will ensure the appropriate distribution of IV&V artifacts to all project stakeholders.

Rulemaking Authority § 282.0051(3), Fla. Stat. (2014). Law Implemented § 282.0041, 282.0051 Fla. Stat. (2014).

NAME OF PERSON ORIGINATING PROPOSED RULE:
Shelley McCabe, Director of Project Assurance
NAME OF AGENCY HEAD WHO APPROVED THE PROPOSED RULE: Jason Allison, Executive Director
DATE PROPOSED RULE APPROVED BY AGENCY HEAD: April 07, 2015
DATE NOTICE OF PROPOSED RULE DEVELOPMENT PUBLISHED IN FAR: December 22, 2014

Section III Notice of Changes, Corrections and Withdrawals

AGENCY FOR HEALTH CARE ADMINISTRATION

Health Facility and Agency Licensing

RULE NO.: 59A-7.021
RULE TITLE: Laboratory Licensure - Qualifications, Licensure, Operation and Application
NOTICE OF CHANGE

Notice is hereby given that the following changes have been made to the proposed rule in accordance with subparagraph 120.54(3)(d)1., F.S., published in Vol. 41 No. 73, April 15, 2015 issue of the Florida Administrative Register.

The following sections of the proposed rule will be changed to read:

59A-7.021 Laboratory Licensure – Qualifications, Licensure, Operation and Application

(1) through (5) No change.

Rulemaking Authority 483.051, 408.819 FS. Law Implemented 483.051, 483.101, 483.111, 483.172, 483.221, 483.23, 408.805, 408.806, 408.807, 408.812, 408.813, FS. History–New 11-20-94, Amended 7-4-95, 12-27-95, 3-25-03, 3-1-10, 12-29-10,_____.

The following changes have been made to the Application Checklist on the Health Care Licensing Application, Clinical Laboratories – Non-Waived, AHCA Form 3170-2004, July 2014:

Pg. 1:

The reference to Section 59A-35.060, Florida Administrative Code has been changed to Section 59A-35.090, Florida Administrative Code.

The following changes have been made to the Health Care Licensing Application, Clinical Laboratories – Non-Waived (Addition of Specialty, Subspecialty or Change in Specialty at Time Other than Licensure Renewal), AHCA Form 3170-2004D, July 2014:

Pg. 4:

The reference to CLIA regulations section 493.1450 and 493.1453 have been changed to 42 C.F.R §493.1415 and 42 C.F.R. §493.1453.

AGENCY FOR HEALTH CARE ADMINISTRATION

Health Facility and Agency Licensing

RULE NO.: RULE TITLE:
 59A-24.006 Drug Testing Laboratories
 NOTICE OF CHANGE

Notice is hereby given that the following changes have been made to the proposed rule in accordance with subparagraph 120.54(3)(d)1., F.S., published in Vol. 41 No. 17, January 27, 2015 issue of the Florida Administrative Register.

The following sections of the proposed rule will be changed to read:

59A-24.006 Drug Testing Laboratories
 (1) through (11)(a)6. No change.

7. In addition to the proficiency testing requirements, any licensed laboratory shall be subject to blind performance testing by the agency. Blind performance testing means proficiency test samples which are shipped to a laboratory in a manner such that the samples appear to be actual drug testing samples.

(11)(b) through (12)(b)13. No change.

14. Failure to submit statistical reports as required in subsection ~~59A-24.006(14), F.A.C. 59A-24.009(3), F.A.C.~~

(13) through (14) No change.

The following changes have been made to the Application Checklist on the Health Care Licensing Application, Drug-Free Workplace Laboratory, AHCA Form 3170-5001, July 2014:

Pg. 2:

The definitions of the terms “clinical consultant” and “exclusive use laboratory” have been removed.

AGENCY FOR HEALTH CARE ADMINISTRATION

Medicaid

RULE NO.: RULE TITLE:
 59G-6.080 Payment Methodology for Federally
 Qualified Health Center and Rural Health
 Center Services

NOTICE OF PUBLIC HEARING

The Agency for Health Care Administration announces an additional hearing regarding the above rule, as noticed in Vol. 41 No. 24, February 5, 2015 Florida Administrative Register.

DATE AND TIME: April 28, 2015, 2:00 p.m. – 3:00 p.m.

PLACE: Agency for Health Care Administration, 2727 Mahan Drive, Building 3, Conference Room C, Tallahassee, Florida 32308-5407

GENERAL SUBJECT MATTER TO BE CONSIDERED:
 The Agency is scheduling a public hearing for the purpose of discussing comments received from the Centers for Medicare and Medicaid Services.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 days before the workshop/meeting by contacting: Chanda Farcas, Bureau of Medicaid Program Finance, (850)412-4097. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

**Section IV
 Emergency Rules**

NONE

**Section V
 Petitions and Dispositions Regarding Rule
 Variance or Waiver**

**DEPARTMENT OF BUSINESS AND PROFESSIONAL
 REGULATION**

Division of Hotels and Restaurants

RULE NO.: RULE TITLE:

61C-5.001 Safety Standards

NOTICE IS HEREBY GIVEN that on April 15, 2015, the Department of Business and Professional Regulation, Division of Hotels and Restaurants, Bureau of Elevator Safety, received a petition for Shell Point Retirement-Telladora. Petitioner seeks an emergency variance of the requirements of ASME A17.1, Section 2.4.1.5 and 2.15.92, as adopted by subsection 61C-5.001(1), F.A.C., to request the use of a retracting toe guard which poses a significant economic/financial hardship. Any interested person may file comments within 5 days of the publication of this notice with Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013 (VW2015-096).

A copy of the Petition for Variance or Waiver may be obtained by contacting: Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013.

**DEPARTMENT OF BUSINESS AND PROFESSIONAL
 REGULATION**

Division of Hotels and Restaurants

RULE NO.: RULE TITLE:

61C-5.001 Safety Standards

NOTICE IS HEREBY GIVEN that on April 15, 2015, the Department of Business and Professional Regulation, Division of Hotels and Restaurants, Bureau of Elevator Safety, received a petition for Shell Point Retirement-Sand Dollar. Petitioner

seeks an emergency variance of the requirements of ASME A17.1, Section 2.4.1.5 and 2.15.92, as adopted by subsection 61C-5.001(1), F.A.C., to request the use of a retracting toe guard which poses a significant economic/financial hardship. Any interested person may file comments within 5 days of the publication of this notice with Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013 (VW2015-095).

A copy of the Petition for Variance or Waiver may be obtained by contacting: Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Division of Hotels and Restaurants

RULE NO.: RULE TITLE:

61C-5.001 Safety Standards

NOTICE IS HEREBY GIVEN that on April 15, 2015, the Department of Business and Professional Regulation, Division of Hotels and Restaurants, Bureau of Elevator Safety, received a petition for Shell Point Retirement-Cellana. Petitioner seeks an emergency variance of the requirements of ASME A17.1, Section 2.4.1.5 and 2.15.92, as adopted by subsection 61C-5.001(1), F.A.C., to request the use of a retracting toe guard which poses a significant economic/financial hardship. Any interested person may file comments within 5 days of the publication of this notice with Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013 (VW2015-094).

A copy of the Petition for Variance or Waiver may be obtained by contacting: Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Division of Hotels and Restaurants

RULE NO.: RULE TITLE:

61C-5.001 Safety Standards

NOTICE IS HEREBY GIVEN that on April 16, 2015, the Department of Business and Professional Regulation, Division of Hotels and Restaurants, Bureau of Elevator Safety, received a petition for Cypress Commons. Petitioner seeks a variance of the requirements of ASME A17.3, Section 3.11.3, as adopted by subsection 61C-5.001(1), F.A.C., that requires upgrading the elevators with firefighters' emergency operations which poses a significant economic/financial hardship. Any interested person may file comments within 14 days of the publication of this notice with Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013 (VW2015-098).

A copy of the Petition for Variance or Waiver may be obtained by contacting: Michelle Comingore, Bureau of Elevator Safety, 1940 North Monroe Street, Tallahassee, Florida 32399-1013.

Section VI

Notice of Meetings, Workshops and Public Hearings

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

The Florida State Fair Foundation announces a public meeting to which all persons are invited.

DATE AND TIME: May 4, 2015, 10:00 a.m.

PLACE: Hillsborough County Farm Bureau Office, 100 South Mulrennon Road, Valrico, FL 33594

GENERAL SUBJECT MATTER TO BE CONSIDERED: New Business.

A copy of the agenda may be obtained by contacting: Valerie Fernandez at (813)627-4375.

For more information, you may contact: Valerie Fernandez at (813)627-4375.

REGIONAL PLANNING COUNCILS

South Florida Regional Planning Council

The South Florida Regional Planning Council announces a public meeting to which all persons are invited.

DATE AND TIME: Monday, May 4, 2015, 10:30 a.m.

PLACE: Murray E. Nelson Government & Cultural Center, 102050 Overseas Highway, Key Largo, FL 33037

GENERAL SUBJECT MATTER TO BE CONSIDERED: Any Development Order received prior to the meeting. Generally Consistent Comprehensive Plan Amendment Reviews for Cutler Bay, Gold Beach and Indian Creek; Any Generally Consistent Comprehensive Plan Amendment Review received prior to the meeting; Any Generally Inconsistent Comprehensive Plan Amendment Review received prior to the meeting; Meeting on monthly Council business. Council Executive Committee and subcommittees may meet periodically before and following the regularly scheduled Council meetings. Any party desirous of ascertaining schedules of such committee meetings should call the Council Offices at (954)985-4416 (Broward).

A copy of the agenda may be obtained by contacting: (954)985-4416.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 3 days before the workshop/meeting by contacting: (954)985-4416. If you are hearing or speech

impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice). If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued. For more information, you may contact: (954)985-4416.

REGIONAL PLANNING COUNCILS

South Florida Regional Planning Council
 The Southeast Florida Regional Prosperity Institute, Inc. announces a public meeting to which all persons are invited.
DATE AND TIME: Monday, May 4, 2015, 10:30 a.m.
PLACE: Murray E. Nelson Government & Cultural Center, 102050 Overseas Highway, Key Largo, FL 33037
GENERAL SUBJECT MATTER TO BE CONSIDERED: Quarterly Meeting of the Southeast Florida Regional Prosperity Institute, Inc.
 A copy of the agenda may be obtained by contacting: (954)985-4416.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 3 days before the workshop/meeting by contacting: (954)985-4416. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice). If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued. For more information, you may contact: (954)985-4416.

WATER MANAGEMENT DISTRICTS

Southwest Florida Water Management District
 The Southwest Florida Water Management District (SWFWMD) announces a public meeting to which all persons are invited.
DATE AND TIME: Friday, April 24, 2015, 8:00 a.m.
PLACE: SWFWMD Headquarters, 2379 Broad Street, Brooksville, FL 34604
GENERAL SUBJECT MATTER TO BE CONSIDERED: Public meeting to identify, evaluate and select District lands to be recommended to the District’s Governing Board for consideration as potential surplus property.
 A copy of the agenda may be obtained by contacting: WaterMatters.org – Boards, Meetings & Event Calendar; 1(800)423-1476 (FL only) or (352)796-7211.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: SWFWMD Human Resources Bureau Chief at 1(800)423-1476 (FL only) or (352)796-7211, ext. 4703; TDD (FL only) 1(800)231-6103 or email: ADACoordinator@swfwmd.state.fl.us. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued. For more information, you may contact: Cheryl.hill@watermatters.org, 1(800)423-1476 (FL only) or (352)796-7211, ext. 4452 (Ad Order EXE0418).

WATER MANAGEMENT DISTRICTS

South Florida Water Management District
 The South Florida Water Management District announces a public meeting to which all persons are invited.
DATE AND TIME: April 28, 2015, 10:00 a.m.
PLACE: South Florida Water Management District Headquarters, 3301 Gun Club Road, West Palm Beach, FL 33406
GENERAL SUBJECT MATTER TO BE CONSIDERED: Quarterly meeting of the Everglades Technical Oversight Committee (TOC).
 A copy of the agenda may be obtained by contacting: (1) District Website (<http://www.sfwmd.gov/toc>) or (2) by writing to Kim Chuirazzi, South Florida Water Management District, Mail Stop 4442, PO Box 24680, West Palm Beach, FL 33416-4680.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: the District Clerk, (561)682-2087. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice). For more information, you may contact: Kim Chuirazzi, (561)682-2425, South Florida Water Management District, Mail Stop 4442, PO Box 24680, West Palm Beach, FL 33416-4680.

DEPARTMENT OF MANAGEMENT SERVICES

State Retirement Commission

The State of Florida Retirement Commission announces a hearing to which all persons are invited.

DATE AND TIME: April 30, 2015, 9:00 a.m. and May 1, 2015, 9:00 a.m.

PLACE: The Embassy Suites Fort Lauderdale, 1100 SE 17th Street, Fort Lauderdale, Florida 33316

GENERAL SUBJECT MATTER TO BE CONSIDERED: To conduct hearings pursuant to Section 121.23, Florida Statutes, and to consider other matters related to the business of the Commission.

A copy of the agenda may be obtained by contacting: The Department of Management Services, State Retirement Commission, 4050 Esplanade Way, Suite 160, Tallahassee, Florida 32399-0950 or by telephone: (850)487-2410.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 15 days before the workshop/meeting by contacting: The Department of Management Services, State Retirement Commission, 4050 Esplanade Way, Suite 160, Tallahassee, Florida 32399-0950 or by telephone: (850)487-2410. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: The Department of Management Services, State Retirement Commission, 4050 Esplanade Way, Suite 160, Tallahassee, Florida 32399-0950 or by telephone: (850)487-2410.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Division of Hotels and Restaurants

RULE NO.: RULE TITLE:

61C-5.001 Safety Standards

The Department of Business and Professional Regulation announces a public meeting to which all persons are invited.

DATE AND TIME: May 5, 2015, 9:00 a.m. – 1:00 p.m.

PLACE: Reedy Creek Improvement District, Building & Safety, 1900 Hotel Plaza Blvd., Lake Buena Vista, FL 32830

GENERAL SUBJECT MATTER TO BE CONSIDERED: The Elevator Safety Technical Advisory Council will meet to discuss issues pertaining to elevator safety within the State of Florida.

A copy of the agenda may be obtained by contacting: doug.melvin@myfloridalicense.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 10 days before the workshop/meeting by contacting: doug.melvin@myfloridalicense.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: doug.melvin@myfloridalicense.com.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Professional Engineers

The Florida Engineers Management Corporation Board Operations Committee announces a telephone conference call to which all persons are invited.

DATE AND TIME: May 1, 2015, 10:00 a.m.

PLACE: Florida Board of Professional Engineers, 2639 North Monroe St., Building B-112, Tallahassee, FL 32303

GENERAL SUBJECT MATTER TO BE CONSIDERED: to monitor the operations of the Florida Board of Professional Engineers and the Florida Engineers Management Corporation and other general business of the Committee. If you would like to participate in the call, please contact Rebecca Sammons at (850)521-0500, ext. 114, at least 48 hours prior to the date of the meeting. The call-in number is 1(888)392-4560 (you will need to contact Ms. Sammons for the participant code).

A copy of the agenda may be obtained by contacting: Rebecca Sammons.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Rebecca Sammons. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Rebecca Sammons, rsammons@fbpe.org.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Professional Engineers

The Florida Board of Professional Engineers Probable Cause Panel announces a telephone conference call to which all persons are invited.

DATE AND TIME: May 12, 2015, 1:00 p.m.

PLACE: Florida Board of Professional Engineers, 2639 North Monroe St., Building B-112, Tallahassee, FL 32303

GENERAL SUBJECT MATTER TO BE CONSIDERED: Although this meeting is open to the public, the Probable Cause Panel meeting may be closed consistent with law. If you wish to participate in any public portion of the Probable Cause Panel Meeting, please contact Rebecca Sammons at least 48 hours prior to the meeting.

A copy of the agenda may be obtained by contacting: Rebecca Sammons.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Rebecca Sammons. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Rebecca Sammons, rsammons@fbpe.org.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Professional Engineers

The Florida Board of Professional Engineers Applications Experience Committee announces a telephone conference call to which all persons are invited.

DATE AND TIME: May 12, 2015, 10:00 a.m.

PLACE: Florida Board of Professional Engineers, 2639 North Monroe St., Building B-112, Tallahassee, FL 32303

GENERAL SUBJECT MATTER TO BE CONSIDERED: Review applications for licensure and other general business of the committees. If you would like to participate in the call, please contact Rebecca Sammons at (850)521-0500, ext. 114, at least 48 hours prior to the date of the meeting. The call-in number is 1(888)392-4560 (you will need to contact Ms. Sammons for the participant code).

A copy of the agenda may be obtained by contacting: Rebecca Sammons.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Rebecca Sammons. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Rebecca Sammons, rsammons@fbpe.org.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Professional Engineers

The Florida Board of Professional of Engineers Applications Education Committee announces a telephone conference call to which all persons are invited.

DATE AND TIME: May 12, 2015, 8:30 a.m.

PLACE: Florida Board of Professional Engineers, 2639 North Monroe St., Building B-112, Tallahassee, FL 32303

GENERAL SUBJECT MATTER TO BE CONSIDERED: Review applications for licensure and other general business of the committees. If you would like to participate in the call, please contact Rebecca Sammons at (850)521-0500, ext. 114 at least 48 hours prior to the date of the meeting. The call in number is 1(888)392-4560 (you will need to contact Ms. Sammons for the participant code).

A copy of the agenda may be obtained by contacting: Rebecca Sammons.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Rebecca Sammons. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Rebecca Sammons, rsammons@fbpe.org.

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Board of Professional Engineers

The Florida Board of Professional Engineers announces a telephone conference call to which all persons are invited.

DATE AND TIME: May 21, 2015, 10:00 a.m.

PLACE: Florida Board of Professional Engineers, 2639 North Monroe St., Building B-112, Tallahassee, FL 32303

GENERAL SUBJECT MATTER TO BE CONSIDERED: To act on the recommendations from the Application & Educational Advisory Committee to approve or deny applications for licensure and any old or new business of the Board. If you would like to participate in the call, please contact Rebecca Sammons at (850)521-0500, ext. 114 at least 48 hours prior to the date of the meeting. The call-in number is 1(888)392-4560 (you will need to contact Ms. Sammons for the participant code).

A copy of the agenda may be obtained by contacting: Rebecca Sammons.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Rebecca Sammons. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Rebecca Sammons, rsammons@fbpe.org.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

RULE NOS.:RULE TITLES:

62-40.410 Water Supply Protection and Management

62-40.520 District Water Management Plans

62-40.531 Regional Water Supply Plans

The Florida Department of Environmental Protection announces a workshop to which all persons are invited.

DATE AND TIME: May 15, 2015, 10:00 a.m., ET

PLACE: Department of Environmental Protection, Marjory Stoneman Douglas Building, Conference Rooms A and B, 3900 Commonwealth Blvd., Tallahassee, FL 32399

This workshop will also be broadcast via webinar where comments will be accepted. Parties can register to attend the webinar via their personal computers with audio by telephone (regular long distance telephone charges will apply) or by

speakers connected to their computer (no telephone charges will apply). Webinar registration is via <https://attendee.gotowebinar.com/register/3570987633453610498>. Advanced registration is strongly recommended.

GENERAL SUBJECT MATTER TO BE CONSIDERED:

The purpose of this workshop is to discuss proposed amendments to the aforementioned rules. This rule development workshop will cover the following subjects: the designation of "alternative water supplies" in regional water supply plans; the designation of Water Resource Caution Areas; time period that applications are subject to competition pursuant to the provisions of Section 373.233, F.S.; and the Water Management Districts' development of strategic plans.

A copy of the agenda may be obtained by contacting: Janet Llewellyn, (850)245-3139, Janet.Llewellyn@dep.state.fl.us. Draft rule language will be available no later than May 15 at <http://www.dep.state.fl.us/water/waterpolicy/index.htm> or by contacting Janet Llewellyn.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Janet Llewellyn, (850)245-3139, Janet.Llewellyn@dep.state.fl.us. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

DEPARTMENT OF HEALTH

Board of Pharmacy

The Board of Pharmacy Compounding Rules Committee announces a public meeting to which all persons are invited.

DATE AND TIME: Tuesday, June 9, 2015 immediately following Full Board Business Day

PLACE: B Resort & Spa, 1905 Hotel Plaza Blvd., Lake Buena Vista, FL 32830, (407)828-2828

GENERAL SUBJECT MATTER TO BE CONSIDERED: Rules associated with sterile compounding.

A copy of the agenda may be obtained by contacting: The Board of Pharmacy at (850)245-4292.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting: The Board of Pharmacy at (850)245-4292. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or

hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: The Board of Pharmacy at (850)245-4292.

DEPARTMENT OF CHILDREN AND FAMILIES

The Lee County Community Alliance announces public meetings to which all persons are invited.

DATES AND TIMES: January 23, 2015, 8:30 a.m.; April 24, 2015, 8:30 a.m.; July 24, 2015, 8:30 a.m.; October 23, 2015, 8:30 a.m.

PLACE: Joseph P. D'Alessandro Office Complex, 2295 Victoria Avenue, Room 307, Fort Myers, FL

GENERAL SUBJECT MATTER TO BE CONSIDERED: Ongoing Lee County Alliance business.

A copy of the agenda may be obtained by contacting: Stephanie Jones at (239)895-0257.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: Stephanie Jones at (239)895-0257. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

DEPARTMENT OF ECONOMIC OPPORTUNITY

Division of Community Development

The Department of Economic Opportunity announces a public meeting to which all persons are invited.

DATE AND TIME: Tuesday, April 28, 2015, 9:30 a.m. – 10:30 a.m.

PLACE: Lee County Department of Human Services, Conference Room 102, 2440 Thompson Street, Fort Myers, Florida 33901

GENERAL SUBJECT MATTER TO BE CONSIDERED:

The Florida Department of Economic Opportunity (DEO) is seeking a public entity or nonprofit corporation to administer the Weatherization Assistance Program (WAP) in Lee County. Entities interested in contracting with DEO to provide these services should be present at this public meeting in order to be informed of the qualifications, application requirements, and deadline for submitting applications.

Selection of an entity (or entities) will be based on its experience and performance in weatherization or housing renovation activities; in assisting all eligible low-income persons in the applied for geographic area to be served; and its capacity to undertake a timely and effective weatherization program. Preference will be given to any community action agencies or other public or nonprofit entities which have, or are currently administering, an effective DEO funded WAP.

An application will consist of the entity's following qualities as outlined in the U.S. Department of Energy 10 CFR Part 440.15, Subgrantees:

- (1) The extent to which past or current weatherization or other housing renovation programs achieved or are achieving goals in a timely fashion.
- (2) The quality of work performed (monitoring or performance reports).
- (3) The number, qualifications, and experience of the staff members.
- (4) The ability to secure volunteers, train participants and public service employment workers.
- (5) The capacity to maintain compliance with administration and financial management requirements.

DEO will review the submitted applications and make a decision regarding each applicant's eligibility to provide WAP services. Recommendations will then be prepared by DEO's staff for subsequent consideration and approval or disapproval by DEO's Executive Director.

A copy of the agenda may be obtained by contacting: Mr. Norm Gempel, Manager, Weatherization Assistance Program, Florida Department of Economic Opportunity, 107 East Madison Street, MSC 400, Tallahassee, Florida 32399-4120, phone: (850)717-8467, fax: (850)488-2488, email: Norm.Gempel@deo.myflorida.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: Mr. Norm Gempel, Manager, Weatherization Assistance Program, Florida Department of Economic Opportunity, 107 East Madison Street, MSC 400, Tallahassee, Florida 32399-4120, phone: (850)717-8467, fax: (850)488-2488, email: Norm.Gempel@deo.myflorida.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

FLORIDA WORKERS' COMPENSATION INSURANCE GUARANTY ASSOC., INC.

The Audit Committee of the Florida Workers' Compensation Insurance Guaranty Association announces a public meeting to which all persons are invited.

DATE AND TIME: April 30, 2015, 2:30 p.m.

PLACE: Tallahassee, Florida

GENERAL SUBJECT MATTER TO BE CONSIDERED:

The Committee will meet to discuss general matters of the Association. The agenda will include but not be limited to: Minutes, 2014 Audit Report and Charter/Checklist.

A copy of the agenda may be obtained by contacting: Cathy Irvin at (850)386-9200.

INFINITE SOURCE COMMUNICATIONS GROUP, LLC
 The Florida Department of Transportation (FDOT), District Six announces a public meeting to which all persons are invited.

DATE AND TIME: Thursday, May 7, 2015, 5:00 p.m. – 7:00 p.m.

PLACE: Arcola Lakes Library, 8240 NW 7 Avenue, Miami, Florida 33150

GENERAL SUBJECT MATTER TO BE CONSIDERED: Public Information Meeting for the State Road (SR) 7/NW 7 Avenue Roadway Project from 36 Street to SR 934/79 Street, FIN No. 430817-1-52-01.

A copy of the agenda may be obtained by contacting: Public Information Specialist Jason R. Brown at (305)301-1472 or Jason@hmlpublicoutreach.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting: Ivette Ruiz-Paz at (305)470-5349, by writing to her at the FDOT Public Information Office, 1000 NW 111 Ave., Miami, FL 33172 or via email: ivette.ruiz-paz@dot.state.fl.us. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

INFINITE SOURCE COMMUNICATIONS GROUP, LLC
 The Florida Department of Transportation District Six announces a public meeting to which all persons are invited.

DATE AND TIME: Wednesday, April 29, 2015, 6:30 p.m. – 8:30 p.m.

PLACE: First Presbyterian Church of Miami, 609 Brickell Avenue, Miami, FL 33131

GENERAL SUBJECT MATTER TO BE CONSIDERED: The Florida Department of Transportation (FDOT) District Six is developing the design for a safety improvement project along State Road (SR) 5/SE 2 Ave from SE 2 Street to SE 4 Street and SR 5/Biscayne Boulevard from SE 3 Avenue to North of SE 2 Street, in Miami-Dade County, to discuss the project's design and scope of work. The meeting will follow an informal format that allows the public to arrive at any time between 6:30 p.m. and 8:30 p.m. Graphic displays will be shown and FDOT representatives will be available to discuss the projects, answer questions and receive comments about the proposed design.

A copy of the agenda may be obtained by contacting Public Information Specialist Sandra Bello at (305)470-5349, email: sandra.bello@dot.state.fl.us.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting Ivette Ruiz-Paz at (305)470-5349, in writing at FDOT, 1000 N.W. 111 Avenue, Miami, FL 33172 or via email: Ivette.ruiz-paz@dot.state.fl.us. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact Public Information Specialist Jeanette Gorgas at (786)239-8862, jgorgas@mrmi.com or Sandra Bello at (305)470-5349, sandra.bello@dot.state.fl.us.

Infinite Source Communications Group, LLC
 The Florida Department of Transportation District Four announces a public meeting to which all persons are invited.

DATE AND TIME: Tuesday, April 28, 2015, 5:30 p.m. – 7:30 p.m.

PLACE: Country Club of Miami, 6801 NW 186 Street, Hialeah, FL 33015

GENERAL SUBJECT MATTER TO BE CONSIDERED: The Florida Department of Transportation (FDOT) District Four will hold a Community Meeting for a portion of the 75 Express Lanes Segments A & B Construction project, which extends along I-75 from NW 170 Street, in Miami-Dade County, to south of Miramar Parkway, in Broward County. The project identification number is 421707-5. Attendees may arrive at any time. A Power Point presentation will begin at 6:00 p.m. and graphic displays will be shown. FDOT representatives will be available to discuss the project and answer questions after the formal presentation.

A copy of the agenda may be obtained by contacting: Public Information Officer, Fiorella Alvarez at (954)548-2754, email: fiorella@iscprgroup.com.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 7 days before the workshop/meeting by contacting: Fiorella Alvarez at (954)548-2754 or in writing: 2200 N Commerce Parkway, Suite 300, Weston, FL 33326, email: fiorella@iscprgroup.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: Public Information Officer Fiorella Alvarez at (954)548-2754, email: fiorella@iscprgroup.com.

HOLT COMMUNICATIONS, INC.

The South Florida Regional Transportation Authority (SFRTA) announces a hearing to which all persons are invited.

DATE AND TIME: Wednesday, April 29, 2015, 6:00 p.m.

PLACE: City of Fort Lauderdale City Hall, Commission Chambers, First Floor, 100 N. Andrews Avenue, Fort Lauderdale, Florida 33301

GENERAL SUBJECT MATTER TO BE CONSIDERED:

The South Florida Regional Transportation Authority (SFRTA), in partnership with Broward County, the Fort Lauderdale Downtown Development Authority, the City of Fort Lauderdale, Florida Department of Transportation and Broward Metropolitan Planning Organization, will conduct a Public Hearing for the Wave Modern Streetcar. This Public Hearing is being conducted to give interested persons an opportunity to provide input regarding the location, conceptual design, social, economic and environmental effects of the proposed impacts. The proposed improvement involves the construction of a new streetcar system in Downtown Fort Lauderdale. The project would extend approximately 2.8 miles from S 17th Street and S Andrews Avenue, adjacent to Broward General Medical Center, running north to NE 6th Street and NE 3rd Avenue. The north-south alignment of the project would primarily be along Andrews Avenue, Brickell Avenue, and E 3rd Avenue. The Public Hearing will begin as an open house at 6 p.m. with a formal presentation at 6:15 p.m., followed by a public comment period.

The draft project documents and other information will be available for public review beginning Wednesday, April 8 through Monday, May 11 on the project website at www.wavestreetcar.com; the Broward County Main Library at 100 S. Andrews Avenue, Fort Lauderdale, Florida 33301 on Mondays, Thursdays and Fridays from 10:00 a.m. to 6:00 p.m. and on Tuesdays and Wednesdays from 12:00 Noon to 8:00 p.m.; and also at the City of Fort Lauderdale Transportation & Mobility Building, 290 NE 3 Avenue, Fort Lauderdale, Florida 33301 on weekdays between the hours of 8:00 a.m. and 4:00 p.m. Persons wishing to submit written statements or other exhibits, in place of or in addition to oral statements, may do so at the Public Hearing or by sending them to Barbara Handrahan of SFRTA at 800 NW 33rd Street, Pompano Beach, Florida 33064 or by email: handrahanb@sfrta.fl.gov. All exhibits or statements postmarked on or before Monday, May 11, will become a part of the Public Hearing record.

A copy of the agenda may be obtained by contacting: Barbara Handrahan of SFRTA at 800 NW 33rd Street, Pompano Beach, Florida 33064 or by email: handrahanb@sfrta.fl.gov.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least seven (7) days before the workshop/meeting by contacting: Barbara Handrahan at the address or email address listed above or by telephone: (954)788-7974. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

Section VII
Notice of Petitions and Dispositions
Regarding Declaratory Statements

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Division of Licensing (Formerly 1C)

Notice is hereby given that on April 15, 2015, the Department of Agriculture and Consumer Services, Division of Licensing, received a request from JTDA Group, Inc., and Eduardo Wolmers, to withdraw the Petition for Declaratory Statement they filed with the Division on January 26, 2015. Notice of the Petition was published on January 28, 2015, in Vol. 40, issue No. 18, of the Florida Administrative Register.

Section VIII
Notice of Petitions and Dispositions
Regarding the Validity of Rules

Notice of Petition for Administrative Determination has been filled with the Division of Administrative Hearings on the following rules:

NONE

Notice of Disposition of Petition for Administrative Determination has been filled with the Division of Administrative Hearings on the following rules:

NONE

Section IX
Notice of Petitions and Dispositions
Regarding Non-rule Policy Challenges

NONE

**Section X
Announcements and Objection Reports of
the Joint Administrative Procedures
Committee**

NONE

**Section XI
Notices Regarding Bids, Proposals and
Purchasing**

DEPARTMENT OF EDUCATION

School Districts

Districtwide Roof Replacement at Pine Forest Elementary School No. 159 and West Riverside Elementary School No. 12, Boiler Room

DUVAL COUNTY PUBLIC SCHOOLS
ADVERTISEMENT FOR BIDS

Invitation To Bid

For a

Roofing Contractor

on

Publish Date – April 17, 2015

Sealed bids will be received by Duval County Public Schools, Division of Facilities, Room 535, 1701 Prudential Drive, Jacksonville, FL 32207 until the time and date recorded below and immediately thereafter publicly opened and recorded in the Duval County Public Schools, School Board Building, located at 1701 Prudential Drive, Jacksonville, Florida, 5th Floor, Room 541.

BIDS ARE DUE ON OR BEFORE May 19, 2015 AND WILL BE ACCEPTED UNTIL 2:00 P.M.

OFFICIAL PROJECT TITLE: Districtwide Roof Replacement at Pine Forest Elementary School No. 159 and West Riverside Elementary School No. 12, Boiler Room

DCSB PROJECT NO. M-83800, Stage V

SCOPE OF WORK: Replace entire old deteriorated roof at Pine Forest Elementary School No. 159 and boiler room roof at West Riverside Elementary School No. 12 with an estimated construction cost Budget Not to Exceed \$450,000.

Contract documents for bidding may be obtained at the office of: ARC Document Solutions, 4613 Phillips Highway, Suite 202, Jacksonville, FL 32207, telephone: (904)399-8946, email: Jacksonville.production@e-arc.com.

Name of A/E Firm: Ronald Scalisi Architects, P.A., 1309 St. Johns Bluff Road, Suite A-5, Jacksonville, Florida 32225, (904)998-8861

DCSB Point of Contact: Dale Hughes, (904)858-6308

Office of Economic Opportunity Goal: SBE Goal 5%

All contractors that are interested in bidding are required to attend a mandatory pre-bid conference to be held on May 6, 2015 at 9:00 a.m.; 129 King Street, Room 37, Jacksonville, Florida 32204. Failure to attend the pre-bid conference shall result in disqualification of that firm’s proposal. Attendees will be required to sign an attendance register.

All contractors submitting proposals and bids must be pre-qualified with Duval County Public Schools at the time of the ITB Response Due Date. No proposals or bids will be accepted from Contractors who are not pre-qualified at that time. Prequalification forms and information may be obtained at www.duvalschools.org. Follow website to Departments/Facilities/Forms and Standards/General Documents/Contractor Prequalification Procedures.

The project funding is subject to availability of funds as authorized by the Owner. The District reserves the right to reject any and all bids.

The Bid Award Recommendation will be posted on the first floor bulletin board at the Duval County School Board Building, 1701 Prudential Drive, Jacksonville, Florida 32207-8182.

**Section XII
Miscellaneous**

DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

Division of Motor Vehicles

Stuart Scoot, LLC for the establishment of LMLL and MOTI motorcycles

Notice of Withdrawal

Notice is hereby given that the publication of Stuart Scoot, LLC, as a new point for motorcycles manufactured by LML Limited (LMLL) and Motive Power Industry Co., Ltd. (MOTI) motorcycle franchise dealership in Martin County by Genuine Scooters LLC, published in Volume 40, Numbers 183 and 186, Page 1 of the Florida Administrative Register on September 19, 2014 and September 24, 2014, has been withdrawn by Genuine Scooters LLC.

AGENCY FOR HEALTH CARE ADMINISTRATION
Certificate of Need

EXEMPTION

The Agency for Health Care Administration approved the following exemption on April 16, 2015 pursuant to Section 408.036(3), Florida Statutes:

ID #E150015 District: 5-2 (Pinellas County)

Facility/Project: Tierra Pines Center

Applicant: Tierra Pines Center, LLC

Project Description: Combination of CON #10287 (33 beds)
and Exemption E140027 (20 beds)
Proposed Project Cost: \$11,458,814

DEPARTMENT OF ECONOMIC OPPORTUNITY

Division of Community Development

Final Order No.: DEO-15-048

NOTICE IS HEREBY GIVEN that the Florida Department of Economic Opportunity issued Final Order No. DEO-15-048 on April 15, 2015, in response to an application submitted by the River Pines Homeowners Association, Inc. for covenant revitalization under Chapter 720, Part III, Florida Statutes.

The Department's Final Order granted the application for covenant revitalization after determining that the application met the statutory requirements for covenant revitalization.

Copies of the final order may be obtained by writing to the Agency Clerk, Department of Economic Opportunity, 107 E. Madison Street, MSC 110, Tallahassee, Florida 32399-4128 or Katie.Zimmer@DEO.MyFlorida.com.

Section XIII

**Index to Rules Filed During Preceding
Week**

NOTE: The above section will be published on Tuesday beginning October 2, 2012, unless Monday is a holiday, then it will be published on Wednesday of that week.
