

# Changes to Project Delivery Workflow

## High level overview

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# Purpose

The purpose of this session is to provide the Project Delivery community and its stakeholders with a high-level overview of the changes to the tools and processes to be used to deliver projects. The session will include:

- Background context
- An overview of Costpoint
- An explanation of how data has been structured in Costpoint
- The other new systems that will be used in Project Delivery and what they will be used for
- Key changes to the Project Delivery process
- Details of the overall training schedule
- Information on how to get additional support

# Background Context

- The Transitional Service Agreements (TSAs) with Jacobs will be ending soon and we need to be able to operate as an independent business.
- We are therefore transitioning to the Amentum ERP system, which will result in changes to the tools we use and the processes we follow:
  - Oracle R12 will transition to Costpoint; IPCS and Polaris will transition to OnPoint
  - Some of the processes we follow will change to align with the Amentum ways of working, and to account for system functionality being different.
- Preparation for the transition has included:
  - Building a new Costpoint environment for our data
  - Mapping the data so it fits in the Costpoint structure
  - Extracting all the data we need from our existing systems
  - Loading the data into the new environment
  - Testing system interfaces to ensure they work as expected
  - Testing the processes to ensure the tools work as expected

# Background Context continued

- When will the changes happen
  - Access to the current tools is expected to be switched off at the end of July.
  - There will be a short period of time before the new systems become operational. This is expected to take less than five working days.
- How this will affect you
  - Your day-to-day responsibilities will not change.
  - Your line manager and supervisory structure will remain the same.
  - Some of the changes in process may affect your day-to-day activities but only to a small extent.

# Costpoint Overview

- Costpoint is a Deltek product currently used by legacy Amentum.
- There are separate instances of Costpoint for different parts of the business. The instances are called 'Companies', so
  - Amentum US is Company 1
  - Legacy Amentum UK is Company 4
  - E&E-I will be Company 13
- Costpoint role names are different:
  - Project Controllers in Costpoint are what we know as Project Accountants.
  - Business Ops in Costpoint cover the roles of Project Controllers.
  - The responsibilities of our Project Accountants and Project Controllers will remain the same as they were in Oracle R12.

# Costpoint Overview

- Costpoint will be available to a wider group of stakeholders, but most will have read-only access.
- Raw cost information is not visible.
- It follows a 4-4-5 accounting calendar like Oracle R12, so there will be no changes to period end dates. Please note September will be a 6-week month in Amentum.
- Costpoint operates in GBP
  - All non-GBP transactions will have foreign exchange rates applied.
  - Business reporting will be available in all currencies that we operate in.

# Costpoint System Structure Overview

	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6 +
Description	Programme	Project			Contract / Task / Work Order	
	5000 series 5M00 series	R12 Project Number	00	T		Charge Level

Level	Description
1 (Programme)	Each Level 1 Costpoint programme has four alphanumeric characters. All E&E-I Level 1 programmes will start with 5. Standalone programmes will fall within the 5000-series, while multi-customer programmes will have an '5M' prefix. New Level 1 programme numbers will be assigned centrally by approval of VPs and based on materiality to our business.
2 (Project)	Level 2 has two alphanumeric characters in Costpoint and is where the Oracle R12 project number has been mapped to. New Level 2 numbers will be assigned centrally and based on Costpoint 'programme' rules. Separate communications will follow in due course. Once this Level 2 code has been assigned, the 5XXX.XX number will be used where the Oracle R12 number was previously utilised (e.g. CDRS, Pricing Tool and Document Management).
3	Level 3 will start at 00 and is for use when annual renewal of work is contracted (i.e. FY24, FY25 etc). New Level 3 numbers will be assigned centrally.
4	Level 4 is a single character representing the contract type, where C = Cost Plus, F = Firm Fixed Price, T = Time and Material. Contract type will also be determined at lower levels (5, 6 & 7) and therefore the 'dominant' type should be used at Level 4.
5 and below	The work breakdown structure from Oracle R12 has been migrated to.

# Rules of Costpoint

- Stand alone
  - One to one mapping of large R12 Projects into one Costpoint Level 1 contract.
  - Many to one mapping of Framework (with tasks) into one Costpoint Level 1 contract.
  - Many to one mapping of single customers into one Costpoint Level 1 contract, called multi-customer contracts.
- Rules of Costpoint Level 1 contracts
  - Allocated to 1 Business Division (Power, TC&I, DAS, Environment, Aero, Cyber)
  - Allocated to 1 country
- Rules for Multi Customer Costpoint Level 1 contracts:
  - Customer/Contract will be at L2.
  - Billing Currency is the same.
  - Under \$3M total annual revenue.



# Current vs New Systems

Current System	New System
AutoPAP	Project Setup Form
CDRS	Updated version of CDRS
CSP	OnPoint
e3 Experience	Workday
Intelix	Sharepoint
Intelix	Enhanced Solutions
IPCS	OnPoint
Jacobs Analytics	Cognos and Power BI
My Payables	OnBase
Oracle R12	Costpoint
Polaris	OnPoint
Pricing Tool	New Pricing Tool
Workforce Planning	Excel / Power BI (interim)

# Key Changes

- **Margin Follows the Project**
  - Projects will be managed to as-sold profit margin, which will be retained by the project.
- **Project Structure**
  - Projects and people will be grouped by Business Divisions in Costpoint.
- **Approval Process**
  - Approvals for new work will take place within Costpoint. We are making sure that the appropriate individuals are set up as approvers in the system.
- **Programme Management**
  - Methodology of cost capture for framework management changes.
- **Reporting**
  - The formatting and structure of project reports will change, however the same level of detail will be available.

# Overall Training Schedule

	Mon	Tues	Weds	Thurs	Fri	Mon	Tues	Weds	Thurs	Fri	Mon	Tues	Weds	Thurs	Fri	Mon	Tues	Weds	Thurs	Fri
	30-Jun	01-Jul	02-Jul	03-Jul	04-Jul	07-Jul	08-Jul	09-Jul	10-Jul	11-Jul	14-Jul	15-Jul	16-Jul	17-Jul	18-Jul	21-Jul	22-Jul	23-Jul	24-Jul	25-Jul
HR	In-Person training - Krakow	In-Person training - Krakow	In-Person training - Krakow	In-Person training - Krakow		In-Person training - Warrington	In-Person training - Warrington	In-Person training - Warrington	In-Person training - Warrington	In-Person training - Warrington										
Project Delivery			Pricing Tool			Create Project		Project Reviews			Project Closeout			Change Management	Reporting (TBC)			EAC / Forecasting		
Procurement											Purchase Reqs	Purchase Orders	Receiving	Approvals	Supplier Management					
Order to Cash											Operational Revenue Recognition (TBC)		Operational Revenue Recognition (TBC)	EAC Setup and EAC Revenue Recognition	Unbilled A/R Analysis					
Timesheet and Expenses											←		Self-Serve Guidance To Be Released	→						

# Additional Training and Support

- What other training will be provided
  - Separate training sessions have taken place for specific elements of the Project Delivery workflow. The recording of each session and any accompanying slides can be accessed via this link: [E&E-I EMEA - COMMS - Transformation](#)
  - A Project Delivery toolkit will be provided, along with other guidance documents as required.
  - Training for other functions is being provided to the appropriate people over the same period.
  - Guidance on how to complete timesheets and expenses will be provided.
- Where do I go for support
  - Hypercare is now live and can be accessed via the [Hypercare](#) landing page
  - For UK and International updates please visit the [iCMS Transformation Hub](#)
  - For Global updates you can visit [One Javelin Integration page](#)
  - Please also reach out to the [Change Agent](#) for your Business Division or function.
  - You can also ask your Line Manager for support at any time.