



CASE EXAMPLE:

immixGroup Provides PMO Support to the FBI's Time & Attendance Automation Project

PMO SUPPORT

Background

The Federal Bureau of Investigation (FBI) created the Time and Attendance Automation Project (TAAP) to modernize the collection, storage, and reporting of this data. To ensure the program's efficiency, the FBI required a dedicated communication link / facilitator among the prime contractor, the subcontractor, and their own team. They chose immixGroup Solutions to provide this Program Management Office (PMO) Support – including Communications, Risk, Contract and Change Management services.

Business Challenges

The TAAP program faced financial and scope challenges, as cost overruns and scope creep were quickly draining resources. The FBI project team needed a centralized PMO to facilitate activity between the subcontractor and the FBI - including project status reporting, financial management, software enhancement capture and development. As the PMO, immixGroup Solutions stepped in to minimize project risks, maximize the likelihood of project success, and allow the TAAP Project Team to concentrate on delivering on their mission.

Solution

Leveraging iMAP - a proprietary and proven approach for implementing technology-enabled business solutions - and principles set forth in PMI's Project Management Body of Knowledge (PMBOK®) Guide, immixGroup acted in concert with the FBI's and subcontractor's project management teams as the essential centralized program office for the TAAP program.

After an initial situation review identifying key focus areas, immixGroup Solutions developed a customized PMO support program for the FBI, which included Communication Management (Reporting Management and Project Closeout), Contract Management (Project Plan Reviews, CLIN Management, and Invoice Reconciliation), Risk Management (Identification, Analysis, Tracking, Mitigation) and Change Management (Process Development and Support) services.

While the acquisition, customer, and vendor project teams worked together to deliver key implementation milestones, immixGroup Solutions concentrated on enhancing the team's capabilities. By allowing the team to offload the primary PMO tasks necessary for project success, and applying more focus to the actual TAAP software installation, configuration, and training, the entire project ran more efficiently and effectively. In close coordination between all parties, immixGroup seamlessly managed the PMO support program and kept all apprised of critical schedule, contractual, and risk issues.

To further support and ensure the project's budget and schedule success, immixGroup delivered to the FBI detailed monthly accounting reports of the project's financials, providing visibility into the earned value metrics of the program at any point in time. This permitted the program office to make adjustments as necessary to keep the program on track after many months with no visibility into the contract financials. Although the project was funded across several contract extensions and task orders, immixGroup streamlined the reporting into a single, integrated mechanism allowing the FBI acquisitions team real time access into expenditures across all POs.

Results

immixGroup Solutions' PMO Support Services improved efficiencies and communications among all project teams associated with the TAAP program. Leveraging immixGroup's EVM reports, change management support, and overall PMO Services expertise, the team successfully completed the project within the allotted timeframe and budget. As a result of the FBI's high satisfaction level with the TAAP solution, the FBI awarded a follow on contract to provide operational and maintenance support.



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Company Overview

immixGroup Solutions delivers full Information Technology service solutions to federal and commercial customers. immixGroup combines its extensive relationships within the IT services and technology manufacturer community, deep technical expertise, and unmatched knowledge of the unique government environment to deliver and implement the ideal IT solution for its government customers.

immixGroup boasts a highly knowledgeable and effective team of PMP-certified Project Managers who bring an average of 7-10 years of deep technical experience managing large and small federal IT projects. Our PM Services are based upon principles set forth in the Project Management Institute's (PMI) Project Management Body of Knowledge (PMBOK®) Guide.

Leveraging extensive business and strategic relationships with Oracle, IBM, Kronos, Microsoft, and other technology partners, immixGroup focuses on providing PMO and implementation services for our commercial clients and government customers. These services cover a broad range of consulting efforts, such as project / program management, web / portal development, computer forensics, and complete software application installations, presenting our customers with solutions through strategic planning, partnering, and execution.

Current customers include TSA (Project Management Office Support Services); DHS Immigration and Customization Enforcement (ICE) (Computer Forensics); Bureau of Alcohol, Tobacco, and Firearms (ATF) (Project Management, Training, Maintenance Support); America's Promise (web development / hosting services) and Fox News Channel (Content Management).

Contract Vehicles

- GSA Schedule 70
 - #GS-35F-0901N
 - #GS-35F-0330J
 - #GS-35F-0172U
- NASA SEWP IV
 - #NNG07DA20B

Small Business. Solid Reputation.

immixGroup, one of the fastest growing prime contractors of enterprise technology in the Washington, DC metro area, is widely recognized as a government business leader by the government community and technology manufacturers.

immixGroup maintains a federal small business designation while ranking among the largest solution providers by *Federal Computer Week*, *Federal Times*, *Washington Technology*, and *GovernmentVAR Magazine*.

Select Customers



immixGroup

8444 Westpark Drive, Suite 200
McLean, VA 22102

703.752.0610

info@immixgroup.com

www.immixgroup.com

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