

## **Enterprise Project Delivery**

### **Foote Partners Consulting Services Matrix**

**January 5, 2009**

**Foote Partners – Enterprise Project Delivery Services Matrix**

Foote Partners can help you with...	We will use...	Tangible service deliverables include...
Stakeholder Analysis, Planning & Management	Structured Stakeholder Analysis Process	<ul style="list-style-type: none"> <li>Stakeholder Management Plan</li> </ul>
Set up a Virtual Team	Team Fitness Model Virtual Team Checklist Virtual Team Alignment Model (goals, processes, tools, skills)	<ul style="list-style-type: none"> <li>Virtual Team Plan (Components: Charter, Team Rules of Engagement, Communication Plan, Technology Plan, Ongoing Team Building Plan)</li> </ul>
Project initiation/launch	Structured Project Initiation Process Initiation Checklist Interviews and Surveys Team Fitness Model	<ul style="list-style-type: none"> <li>Project Charter</li> <li>Team Rules of Engagement</li> <li>Stakeholder Management Plan</li> <li>Communication Plan</li> <li>Promotion Plan</li> <li>Deliverables Breakdown Structure</li> <li>Staff Acquisition Plan</li> </ul>
Process documentation	Process Mapping Process and Process Maps Software Tool	<ul style="list-style-type: none"> <li>“Process Maps” Document</li> </ul>
PMO creation & management	Interviews & Surveys Assessment Tool PMO Development Action Map Process Deliverables Breakdown Structure Process	<ul style="list-style-type: none"> <li>PMO Charter</li> <li>PMO Strategic Rollout Plan</li> <li>PMO Definition Plan</li> <li>PMO Policy Statements</li> <li>Project Management Methodology</li> <li>PMO Promotion Plan</li> <li>Training Plan</li> <li>Culture Transition Plan</li> <li>Continuous Improvement Plan</li> </ul>

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PMO organization design, staffing, and roles	PMO staffing modes: short-, mid- and long-term models PMO design modes: By function, by role PMO complexity: Simple; Complex	<ul style="list-style-type: none"> <li>• Organizational design matrix: Function-centric x role-centric x simple design x complex design</li> <li>• PM skills, roles and responsibilities, including role guides, job descriptions, salaries, etc.</li> </ul>
Project quality management	Industry-standard Quality Management Process (planning, assurance and control) and the 7 Quality Management Tools	<ul style="list-style-type: none"> <li>• Quality Management Plan</li> </ul>
Project procurement management	Industry-standard procurement management process (procurement planning, solicitation planning, solicitation, source selection, contract administration, contract close-out)	<ul style="list-style-type: none"> <li>• Procurement Plan</li> <li>• Solicitation Documents</li> </ul>
Project transition management	Interviews and Surveys Transition management checklist and analysis	<ul style="list-style-type: none"> <li>• Transition Plan</li> </ul>
Project management oversight	Oversight Management Strategy Process	<ul style="list-style-type: none"> <li>• Project Readiness Assessment Document</li> <li>• Monthly Assessment Reports</li> </ul>
Team effectiveness surveying	Survey Process	<ul style="list-style-type: none"> <li>• Survey Results Document</li> </ul>

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### **About Foote Partners**

**Foote Partners LLC, founded in 1997**, is a Vero Beach, Florida based management consultancy and independent IT research firm founded in 1997 that provides pragmatic and forward-thinking advice about managing the modern IT professional workforce. Comprised of former Gartner, McKinsey & Company, Towers Perrin, and Wm. M. Mercer analysts and consultants, and former corporate HR, IT, and business executives, Foote Partners has been a thought leader and trusted advisor to more than 1,400 employers seeking improvements in managing IT's impact on their businesses and customers.

Foote Partners senior research team continuously monitors the compensation and attitudes of 87,000 IT workers in North America and Europe, and publishes the industry's most comprehensive series of IT management and organizational trends research and analysis, the **IT Insider**. This series also includes our widely respected IT compensation and tech skills pay surveys that have helped hundreds of organizations benchmark their IT workers. Included in this quarterly series are: *IT Insider Professional Salary Survey*; *IT Skills and Certifications Pay Index*; *IT Insider Total IT Compensation Reports*; and *IT Insider Workforce Trends Series*.

Foote Partners IT survey findings and analyses are featured regularly in more than one hundred HR, IT and business periodicals and media sources around the globe, including *Business Week*, *Wall Street Journal*, *New York Times*, *CIO Magazine*, *ComputerWorld*, *Network World*, *WorldatWork's Journal* and *Workspan Magazine*; in appearances on television, National Public Radio, and podcasts.

Foote Partners' [consulting](#) practice areas include:

- IT Compensation and Incentives
- Executive Compensation
- IT Management and Organization
- Professions and Retention Services
- Outsourcing/Offshoring and Strategic Resource Management
- Organizational and Transition Management
- Workforce Performance Management
- Enterprise Project Delivery/PMOs
- Competitive Intelligence
- Corporate Strategy and Business Development
- International and Domestic HR Services

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