

Technology Oversight Committee

Project title: BDS IT Advancement Project (ITAP)

Presented by: Richard Appleyard, BDS Business Technology Manager Presented at: March 7th meeting

Note: Required Items for a POC update:

Presentation by city project manager

Latest QA report if available

Latest Project schedule covering planned and actual dates.



Presentation Agenda

- Current Status
- Next Milestones
- Project Budget Planned vs. Actual
- Project Schedule Planned vs. Actual
- Issues, Dependencies and Impacts
- Questions



Current Status

- RFP published on Feb 7th
- Initial RFP Evaluation Committee meeting on Feb 27th
 - introductions, overview of ITAP and RFP
- RFP vendor pre-proposal conference held on Feb 29th
 - mandatory attendance for vendors submitting proposal
- Currently engaging Case Associates on providing QA during RFP evaluation and vendor selection process
 - QA/Best Practices on vendor proposal SOW and contract terms
 & conditions and on ITAP project readiness and planning
 - QA report will be provided at April TOC meeting



Next Milestones

- RFP proposals due at 2pm on April 4th
 - Review by Procurement office for responsiveness and mandatory requirements
- 2nd RFP Evaluation Committee meeting on April 10th
 - distribute proposals, review evaluation criteria and process
- RFP Level 2 Evaluation planned for completion by May 9th
 - Short list of vendors to proceed to Level 3 Evaluation including demonstrations and site visits



ITAP Budget

ITAP Budget is not yet set

 Budget forecast and financing package currently being updated

Item	Forecast	Actual	Balance	Notes
Labor				
Equipment				
Licensing				
Services				
Other				
Contingency				
Tota	TBD			

Budget Variance: Describe budget variance cause and effect.



ITAP Schedule

Milestone \ Task	Dates	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12
RFP Published	Feb 7 - April 4, 2012								
RFP Evaluation	April 4 - July 6, 2012								
RFP Evaluation-Level 1	April 4 -10, 2012								
RFP Evaluation-Level 2	April 11 - May 9, 2012								
RFP Evaluation-Level 3	May 10 - July 3, 2012								
RFP Evaluation-Level 4	July 4 - 17, 2012								
ITAP Pre-Planning Phase	July 6 - Oct 12, 2012								
Phase I-Initiation, Planning	Oct 15, 12 - Feb 28, 13								
Target Go Live Date	Nov 28, 2014								
Target Completion Date	May 29, 2015								
Legend:									
Milestone tracking on sched	lule								
Moderate risk of schedule v	ariance								

Schedule Variance: Describe schedule variance cause and effect.

6/22/2012

Known schedule variance



Issues, Dependencies and Impacts

- RFP Evaluation Level 3 involves vendor demonstrations and site visits. Delays possible due to logistics and budget required for Level 3 review.
- RFP Evaluation Level 4 involves best and final offers (BAFOs) of the top vendors. If top vendor is unable to reach agreement, then delays possible by having to proceed to vendor #2.
- ITAP pre-planning phase involves developing contract and final SOW with the awarded vendor. Delays possible due to extended negotiations.



TOC: BDS ITAP Update Update

Questions