Monthly Water/Sewer Statements
August 7, 2012

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8/1/2012

Presentation Agenda

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

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Current Status - Monthly Statements & Upgrade

- Tentative date for the upgrade to CU 7.5.3.18 is September 15, 2012. Technical resources for the City and Cayenta are being confirmed.

- There are 14 remaining upgrade issues (down from 27 reported last month). WB and BSD have discussed the 14 issues, and agreed there are eight required to upgrade.

- Criteria for the stabilization period between the upgrade and implementation of monthly statements are being developed.

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Current status - E-Bill Distribution

- Treasury has confirmed the payment process used by Best Practice Systems will be the same process currently in place with Wells Fargo Bank and the Water Bureau.

- There a couple of outstanding questions on the fee structure. We are working with Procurement Services and Best Practice Systems to resolve and finalize the contract.

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Next Milestones

	Planned	Actual
• Patches required for upgrade to be delivered 8/03/12	5/31/12	
• Monthly billing configuration and functional testing	7/13/12	7/20/12
• Regression Testing -new billing form	8/06-17	
• Upgrade Training	9/10-14	
• Implement Upgrade	9/15/12	

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Project Budget

Item	Forecast	Actual	Balance	Notes
Labor				
Professional Services	$91,350	$61,610.47	$29,739.53	*Cayenta Work Order (upgrade & monthly billing)*
Other	$20,000	0.00	$20,000.00	*Pacific Consulting Task Order*
Professional Services	$45,000	0.00	$45,000.00	**Cayenta Work Order (FY 12/13)*
Contingency	$8,650	0.00	$8,650.00	
Total	$165,000	$61,610.47	$103,389.53	

Budget Variance: Describe budget variance cause and effect.

*Monthly billing voluntary enrollment enhancement (end user and Web). Work order to be paid from FY 12/13 budgeted professional services.
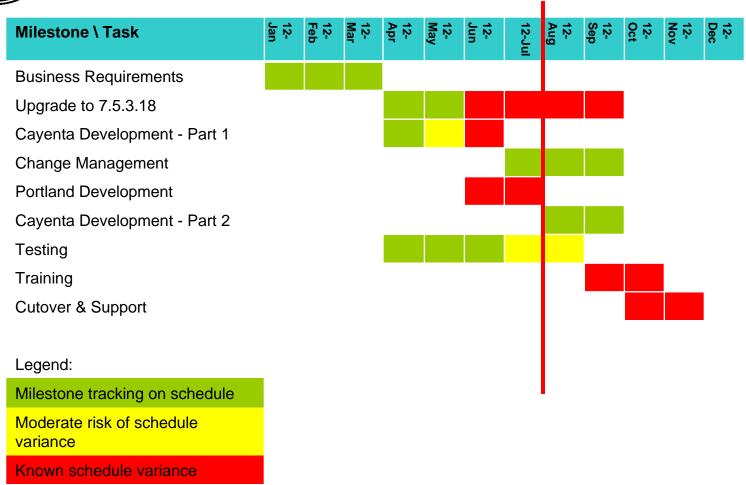
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Milestone Based Budget Performance

Project Milestones Project Start 1/09/12 Finish tbd	Milestone Dates	Budget at Completion BC	Actual Cost AC (as of 6/30/2012)	Actual Schedule Complete ASC	BPI = (AC/BC)/ ASC
Milestone 1 - Upgrade to 7.5.3.18 (revised go-live date from 7/14 to 9/15)	1/09/12 – 9/15/12	$35,950	$29,454.32	81%	1.01
Milestone 2 – Cayenta Development (Part 1 revised delivery date from 5/15 to 6/14)	4/02/12 – 6/14/12	$31,500	$32,156.25	100%	1.02
Milestone 3 – Portland Development & Testing	8/06/12 - tbd	$16,900	$0.00	0%	0
Milestone 4 – Cayenta Development (Part 2 Registration Process – online)	8/06/12 – tbd	$45,000	$0.00	0%	0
Monthly Statement Implementation (Cutover & Support)	tbd	$7,000	$0.00	0%	0

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Project Schedule

Milestone \ Task	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct	12-Nov	12-Dec
Business Requirements	🟩	🟩	🟩									
Upgrade to 7.5.3.18				🟩	🟩	🟥	🟥	🟥	🟥			
Cayenta Development - Part 1				🟩	🟨	🟥						
Change Management							🟩	🟩	🟩			
Portland Development						🟥	🟥					
Cayenta Development - Part 2								🟩	🟩			
Testing				🟩	🟩	🟩	🟨	🟨				
Training										🟥	🟥	
Cutover & Support										🟥	🟥	

Legend:

Milestone tracking on schedule
Moderate risk of schedule variance
Known schedule variance

Schedule Variance: Project schedule now tracked against baseline adopted April 2012 (Proposed milestones above)

Issues, Dependencies and Impacts

- Final two patches required for upgrade are to be delivered 8/3/12

- The billing form in Cayenta had to be updated due to defects. Added new task of billing regression testing to the project plan

- Billing regression test is scheduled from 8/06 through 8/17

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Questions

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