

Technology Oversight Committee

BDS IT Advancement Project (ITAP)

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Presented at: April 2013 Meeting

Presented: 2/11/2013



ITAP Presentation Agenda

- Current Status
- Next Milestones
- Triple Constraint Tracking
- Project Staff Resource Planning
- Project Budget Planned vs. Actual
- Project Schedule Planned vs. Actual
- Total Projected Project Cost
- Issues, Dependencies and Impacts
- Questions



ITAP Current Status

- Contract Negotiation
 - In final stages of contract negotiation
- Updated ITAP Business Case
 - Revised to include a range of potential project efficiencies and includes savings realized by replacing current end-of-life software system.
 - Current financial projections show the projects tangible benefits exceeding the total project costs including implementation, license and maintenance in 5 years (FY 2021-22) to 7.5 years (FY 2023-24) after ITAP System golive in FY 2015/16 depending on efficiencies realized
- Project Readiness Activities Continue
- Stakeholder Engagement Ongoing
 - On-going Project Readiness Involvement
 - Project Manager Providing Face to Face Updates and gathering feedback



ITAP Next Milestones

- Sierra / City Contract Negotiations Tentative Agreement Reached. Internal Review (BTS/QA Consultant) of Contracts. Project Sponsor and Mayor's Approval to Sign Contract scheduled to occur throughout April
- Contract Signing / Project Initiation May 2013
- Phase One: ~ May thru October December 2013
 - -Develop Formal Project Plan
 - –Develop and Install Sandbox/Training Environment

ct Triple Constraint Tracking

	Initial Estimate at TOC Intake as of date: 3/7/2012	Planned at Baseline date: <xx xx="" xxxx=""></xx>	Current (Based on Apparent Successful Vendors Best and Final Officer) date: <march 2013=""></march>
Expected Completion	May 29, 2015		Summer 2015
Confidence Level	Not availabl e Confidence level was not provided		Medium Project schedule will be finalized during Project Phase 1 – Formal Project Plan
Budget	Approx. \$8.2 mil \$2.75 mil in vendor services and software license costs <u>plus</u> \$5.5 mil in City capital costs (Ordinance allowing BDS to start RFP process included \$3 mil vendor service and license costs)		Approx. \$11.2 mil \$6 mil in vendor services and software license costs plus \$5.2 mil in City capital costs (Vendor costs does not include approx. \$1 mil for 5-years of maintenance fees or \$0.8 mil in vendor support post go-live)
Confidence Level	Not availabl e Confidence level was not provided		High
Scope Stability Confidence Level	Not availabl e Confidence level was not provided		High



Project Staff Resource Planning

				Calendar Year 2013										
Bureau	Position	Role	Bill time to Project	Planned FTE	Monthly Forecast	Jan	Feb	Mar	Apr					
Development	PM	Manages	Voc	yes 1	Last	1	1	1						
Services	FIVI	project	yes		Current	1	1	1	1					
Development	SME	Represent business and	1405	yes 3.5	Last	3.5	3.5	3.5						
Services	SIVIE	process need	yes		Current	3.5	3.5	3.5	3.5					
Development	BSA /Prog	Represent end	Voc	Yes 2-5	Last	3	3	3						
Services	Analyst	users	res		Current	3	3	3	3					
Development	DDC IT Management	Manages Tech	ech Yes 0.5	0.5	Last	0.5	0.5	0.25						
Services	BDS IT Manager	Staff		163	165	163	162	res	res	0.5	Current	0.5	0.5	0.5
Development	Project	Project	Yes	0.75	Last	0.25	0.5	0.25						
Services	Coordinator	Coordination	res	0.75	Current	0.75	0.75	0.75	0.75					
Technology	BTS Staff	City tech	Yes	0.5.3	Last	1	1	1.5						
Services	B13 Stall	standards interfaces	res	0.5-2	Current	1	1	1	1					
BDS, PBOT, BES,	Find upons	Review and	No	TDD	Last									
Water, Parks, BPS	End users	input	No TBD	IRD	Current									
Total Staff FTE		_				9.25	9.5	9.5	0					

This slide shows pre project initiation costs only.



BDS ITAP Budget – UPDATED FOR FEB 2013

ITAP Forecast vs. Actual Report

Item	Forecast October 1, 2012 through February 28, 2013	Actual thru February 28, 2013	Balance	Notes
Labor	\$317,905	\$300,094	\$76,908	
Equipment	\$0	\$0	\$0	
Licensing	\$0	\$0	\$0	
Services	\$51,667	\$47,470	\$6,059	
Other	\$20,000	\$5,066	\$15,953	
Contingency	\$77,914	\$0	\$77,914	
Total	\$467,486	\$352,630	\$176,834	



BDS ITAP Milestone Based Budget Performance – UPDATED FOR FEB 2013

Project Milestones	Milestone	Budget at	Cost	Actual	BPI =
Project Start 8/1/2011 Finish 5/29/2015	Dates	Completion	AC (as of	Schedule	(AC/BC)/
Assume a 2/29/2012 analysis date		ВС	02/28/2013)	Complete	ASC
				ASC	
Milestone 1 – Vendor contract	8/1/11 –	\$1,345,844	\$908,251	100%	0.67
signing/Project start date	9/30/12				
Mile Stone 1 - Extension	10/1/12 -	\$467,486	\$352,630	60%	0.55
	2/28/13				
Milestone 2 – Project Initiation	3/1/13 -	TBD	\$0	0%	0
	TBD				
Milestone 3 – Analysis & Specification	TBD	TBD	\$0	0%	0
Milestone 4 – Initial Configuration &	TBD	TBD	\$0	0%	0
Testing					
Milestone 5 – System Implementation &	TBD	TBD	\$0	0%	0
Testing					
Milestone 6 – Beta Testing	TBD	TBD	\$0	0%	0
Milestone 7 – Deployment / Go Live	TBD	TBD	\$0	0%	0



Total Projected Project Cost

Total Projected P	oject Cost*			
Expenditures Line Items	FY 2012-1	3 FY 2013-14	FY 2014-15	TOTAL
Personnel Services (salaries and benefits)	300,66	938,065	731,691	1,970,417
External Materials and Services	3,060,31	3 1,791,701	1,653,877	6,505,891
Purchased Services (contrac	(s) 2,956,98	1,691,701	1,275,043	5,923,724
Supp	es	0	313,000	313,000
Ot	<i>er</i> 103,33	3 100,000	65,833	269,167
Internal Materials and Services	102,52	355,020	269,398	726,938
BTS Service	es 102,52	355,020	269,398	726,938
Ot	er	0	0	0
Capital Outlay		0	0	0
Contingency (20% of Total)	692,69	616,957	530,993	1,840,649
Interest Costs		99,197	129,847	229,044
ТОТА	L 4,156,19	5 3,800,939	3,315,806	11,272,940
Projected Fundir	g Sources			
Funding Sources	FY 2012-1	3 FY 2013-14	FY 2014-15	TOTAL
Line of Credit	2,703,96	3 1,816,848	1,395,194	5,916,011
Bureau Reserves	1,452,22	7 1,984,091	1,920,611	5,356,929
TOTA	L 4,156,19	5 3,800,939	3,315,806	11,272,940
* Costs presented in this table encompass time period after the ven	or starts worki	ng on the projec	ct to the go-live	date.

The amounts presented above are estimates and subject to change once contract is signed and project timeline is finalized



Schedule-RFP Acquisition

Milestone \ Task	Dates	Oct-12	Nov-12	Dec-11	Jan-13	Feb-13	Mar-13	Apr 43	May-13	Jun-13	Jul-13
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 17 - Oct 12, 2012										
Phase I-Initiation, Planning	Oct 15, 2012 - Feb 28, 2013							Т			
Phase II-Sys Analysis, Specification	March 1 - Oct 31, 2013										
Phase III-Initial System Configuration	Nov 1, 2013 - May 31, 2014										
Phase IV-Further Sys Implementation	June 1 - Sept 30, 2014										
Target Go Live Date	Nov 28, 2014										
Target Completion Date	May 29, 2015							1			

Legend:

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



Issues, Dependencies and Impacts

- ITAP Pre-planning phase involves negotiating contract with the awarded vendor. Delays possible due to,
 - Extended negotiations over licensing and maintenance payment schedules.
- Phase One Deliverables include Formal Project Plan and Sandbox/Training.
 - City reserves right to discontinue contract after Phase One, which would require proceeding to an alternate solution



Questions