

<b>Assessment Area</b>	<b>Product Deliverables - PD</b>	<b>Reporting Date: 9/9/2013</b>
<b>Description</b>	<i>A Verification of Product Deliverables by which the Contractor verifies if product deliverables are of acceptable quality and delivered on agreed upon schedule and cost.</i>	
<b>Overall Rating</b>	<i>Green</i>	<i>Early deliverables are arriving or under development. Quality and timing seem appropriate.</i>
<b>Overall Trend</b>	<i>Steady</i>	<i>Prior Report score was 5.</i>
<b>Overall Score</b>	<i>Calculated</i>	<b>5</b>
<b>Reporting Summary</b>	<p><i>TS and the COP are collaborating closely to develop the plans and schedule.</i></p> <p><i>The next deliverable is the Sandbox. It was originally scheduled for delivery 9/17/13. It is now due 10/25/13.</i></p>	
<b>Recommendations</b>	<p><i>1) The COP must commit to more timely review and providing corrections, clarifications, and approval for deliverables.</i></p> <p><i>Status: No new deliverables were scheduled since the prior report. Therefore, the COP has not had a chance to show improvement here.</i></p>	

Metric	Green 5 points	Yellow 3 points	Red 1 points	NA 0 points	Score	Trend   	Reporting Summary
PD1 - Does the project have clear criteria for testing and acceptance?	Yes	Partially	No		5		The Acceptance Test criteria are described in suitable detail in the Sierra Contract.
PD2- Is the vendor performing according to contract terms? Are they responsive to issues?	Yes				5		<p>Yes. TS delivered an Engagement Plan within a week of arriving at BDS. The document is now accepted.</p> <p>The vendor has a collaborative style. They are incorporating COP requests into the plans.</p> <p>The next major deliverable is the Sandbox; originally scheduled 9/17/13, now due 10/25/13.</p>
PD3 - Are the vendor's methodologies and work processes compatible with the City standards and best practices?	Yes				5		The vendor has a collaborative style and is working well with the COP staff.

PD4 - Is the vendor showing discipline and diligence to reduce the impacts of change to the project and agreed upon scopes of work?					0		
PD5 - Are the vendors demonstrating best practice quality assurance processes and controls in the development of deliverables?	Yes				5		The vendor uses a "Deliverable Expectations Document" to achieve agreement in advance of developing deliverables. This is very useful. The first test of a software deliverable is with the Sandbox.
PD6 - Are deliverables being provided that meet the business need and are fit for use?	Yes				5	↔	The one deliverable, a draft of the Engagement Plan was suitable for its purpose.
PD7 – Are deliverables provided of quality that meets or exceeds City requirements?	Yes				5		The only deliverable to date is the Engagement Plan. It meets City needs.
PD8 - Is proper training, knowledge transfer and documentation accompanying all vendor deliverables?					0		
PD9 –Is staff turnover occurring on the vendor's project teams? Are contractual processes being followed for the reassignment of vendor staff to the project? Is proper knowledge transfer occurring?	No				5		The only staff change was the vendor's moving P1 planning duties from the PM to the Project Director. This will allow the PM to focus on the technical aspects of the early project. The change was instituted via a no-cost CR.
PD10 – Does the project manager have confidence that the vendor is able and committed to deliver the project on schedule with required scope?	Yes				5	↔	The PM is confident in TS' commitment and ability to deliver. The contract structure indicates that the vendor is confident in their own abilities (payable holdback provisions).