City of Portland, Oregon
Bureau of Development Services
ITAP
INFORMATION TECHNOLOGY ADVANCEMENT PROJECT

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ITAP CAC Members **MEETING NOTES** **Today's Date:** **7/13/16**
Prepared by: Leigh Wheeler

Participants	Organization	Present	Absent	Participants	Organization	Present	Absent
Keith Skille, Chair	GBD Archite		x	Rebecca Sponsel	BDS/ITAP	x	
Rob Humphrey, Vice-Cha	Faster Permti	x		Ross Caron	BDS/ITAP		x
Linda Bauer	PVNA		x	Richard Appleyar	BDS/ITAP	x	
Jennifer Kimura	VLMK		x	Kim Freeman	BDS/ITAP	x	
John Brooks	VLMK	x		Lisa Gill	BDS/ITAP		x
Josh Lighthipe	KPFF		x	Donah Baribeau	BDS/ITAP		x
Rick Michaelson	Inner City Properties	x					
Brian Shelden	Port of Portla	x		Chris Wier	PBOT	x	
Diane Mason	Tri County Temp Contro		x	Kevin Martin	BPS		x
				Terry Carpenter	Water	x	
				Jim Hanson	Fire		x
Clifford Smith	Case Assoc.		x	Nan Stark	BPS		x
				Elisabeth Reese Cadigan	BES		x
				Glenn Raschke	Parks		x

3:06 meeting called to order

Rick Michaelson nominated Rob Humphrey to be the chair. Keith Skille is no longer the chair.

Infor will be the contractor that replaces Sierra-Cedar. There will be a review of work completed to date that will take 4-6 weeks and will start on August 1. There will be a re-scope of the project and a new timeline. The City is continuing to work in the absence of a vendor. CO Main is one of the 52 APs that are complete out of 80.

FPP is not yet done, though workshops have been initiated. Infor will also build Major Projects Group (MPG). The City is doing prep work prior to the vendor starting.

Other modules that will need work are Customer Portal and Mobile Inspections. Infor will be the vendor for these modules as well.

> Question: Why did the City not go with Infor at the beginning? Infor did not respond to the RFP. However, because Infor was listed as a subcontractor under Sierra, we are able to switch to Infor without repeating the RFP process.

Comment: This is really good information. We would like to keep getting this accurate information so that we can talk with a more knowledgeable voice in our spheres of influence. This was not portrayed accurately in the media.

We are not over budget for this project. We currently have unspent funds. However, there will be a need to budget more and we expect scrutiny on this.

The ProjectDox Pilot Project is part of a phased introduction of the new technology. John Brooks is willing to do a small project with us through ProjectDox.

We are adding to our team to be able to complete the work in a timely manner. Leigh Wheeler has joined the team and is heading up the ProjectDox pilot.

BORA feedback convinced ITAP to use AIA naming conventions for the initial Pilot. John Brooks will consult with Leigh and the ITAP team on naming conventions and lessons learned during his electronically reviewed projects. John felt that the learning curve was substantial.

John said that Marion County is using Bluebeam and he thought it was an easy transition to EPlans.

<<Demo of ProjectDox, including a view of the Block 20 project>>

Comments about using ProjectDox:

There is a problem on the customer side in receiving plan markups and then being able to get them to the right people.

Rob felt 1) it was very important to be able to bring in a paper, and then get a permit right away.
And 2) would like to be able to view checksheets in Portland Maps. Right now checksheets need to be emailed, and some reviewers won't email them. Viewing online would be very helpful.

Next meeting will be in September or October. Date to depend on whether new information is available. Rob suggested no meeting in September, and to just email the project update.

Adjourned 4:10