

***BIC Regular Meeting
of
February 15, 2017***

Agenda Items 6

DBI PPTS Project Restart

Status Report for BIC – Feb 15, 2016

Activities Completed this Period

1. Major deliverables for the re-engagement preparation have been completed:
 - Shared Organizational Change Management plan and Project Objectives with the Core Team & Steering Committee.
 - Accela completed a detailed Fit-Gap Analysis of DBI's 2,077 requirements. Fit-Gap Analysis shared with the Core Team and Steering Committee.
 - Proof of Concept findings documented and shared.
2. We have conducted multiple Statement of Work review sessions in the past 4 weeks - the final major activity prior to submitting the contract for CCSF review and approval

Activities In Progress

1. Gartner and Accela are editing the final SOW draft to incorporate the feedback from the joint review sessions

Activities Beginning in the Next 30 Days

1. Review final SOW draft and contract with stakeholders

Risks

Schedule: SOW negotiations are ongoing.

Deliverables: No Issues

Resource Access: No issues

DBI Action Needed to Address Risks

None

Key Upcoming DBI Activities

- Prepare contract amendment for project relaunch