

***BIC Meeting of
July 18, 2012***

Agenda Item #9c

Permit and Project Tracking System Timeline - 40% Complete

Initiation	Analysis	Configuration	Build	Readiness	Deploy	Transition
<ul style="list-style-type: none"> Preparation Charter Project Plan Kick off meeting 	<ul style="list-style-type: none"> Processes Sessions Reqs. 	<ul style="list-style-type: none"> Accela Core System Reviews 	<ul style="list-style-type: none"> Data Conversions System Interfaces Reports Add on products User Interface Testing 	<ul style="list-style-type: none"> Production Environment Training User Acceptance Testing 	<ul style="list-style-type: none"> System Go Live and Support Prepare Transition to CRC 	<ul style="list-style-type: none"> Full transition to Customer Resource Center General project wrap up
Stage 1	Stage 2	Stage 3 ★	Stage 4	Stage 5	Stage 6	Stage 7
Oct 2011 to Nov 2011	Nov 2011 to Apr 2012	May 2012 to Jul 2012	July 2012 to Apr 2013	Apr 2012 to May 2013	May 2013 to Aug 2013	Aug 2013 to Nov 2013

Permit and Project Tracking System (PPTS) Update July 18, 2012

Current Status – Project on track and 40% complete

1. Continued configuration of Accela Automation Core System (vendor)
2. Began system configuration reviews and collaboration with teams to document feedback
3. Began planning for the formation of the Accela Citizen Access (ACA) Committee
 - Conducted ACA demos and technical meetings
 - Reviewed strategy for documenting ACA requirements
 - Updated Project Plan for ACA deliverables and milestones
4. Completed source data analysis and technical architecture for 2 complex system interfaces
 - Geographic Information Systems
 - Address Parcel Owner
5. Continued interface analysis
 - Timekeeping (Planning)
 - Payment Processor
6. Completed list of DBI reports to prioritize for automation
7. Began historical data conversion analysis

Next Steps

1. Complete DBI and Planning configuration reviews (July 2012 milestone)
2. Complete Accela Core System configuration (July 2012 milestone)
3. Begin Accela Citizen Access analysis and documentation (August 2012 milestone)
4. Begin interface development and setup
 - Geographic Information Systems (August 2012 milestone)
 - Address Parcel Owner (August 2012 milestone)
5. Begin prioritization of reports to automate and reports analysis (August 2012 milestone)
6. Continue interface analysis.
 - Timekeeping - Planning (September 2012 milestone)
 - Payment Processor (November 2012 milestone)
7. Continue historical data conversion analysis (December 2012 milestone)