

Setup development environment	Green	100%		Jan-09	Jan-09	Jan-09	Jan-09	Jan-09	Final environment will be adjusted as we progress through the technical design
Establish development standards	Green	100%		Feb-09	Feb-09	Feb-09	Feb-09	Feb-09	
Design and Develop the Database foundation	Green	100%		Feb-09	Feb-09	Feb-09	Feb-09	Feb-09	
Design and Develop a generic Data Access layer	Green	100%		Feb-09	Feb-09	Feb-09	Feb-09	Feb-09	
Designing and developing a business object	Green	100%		Apr-09	Apr-09	Apr-09	Apr-09	Apr-09	
Design and develop the UI that will contain the future iCIS applications	Green	100%		Apr-09	Apr-09	Apr-09	Apr-09	Apr-09	
Design and develop Developer utilities	Green	100%		Apr-09	Apr-09	Apr-09	Apr-09	Apr-09	
Detailed System Design, Specifications	Green								Estimated 7 month duration, based on 3 dedicated technical resources
Conceptual Design	Green	100%		May-09	May-09	Sep-09	Sep-09	2-Oct	The Conceptual Design document has been delivered for Review. Customer is reviewing and providing additional feedback.
Database Design	Green	95%		May-09	May-09	Sep-09	Sep-09	2-Oct	The database design is as solid as it can be for conceptual design phase, but is not at 100% complete yet because as we move through technical design it is expected that some minor modification will be necessary, making this an ongoing task.
Develop System design/programming Specifications	Yellow	49%		Jul-09	Jul-09	Nov-09	Mar-10		This task is now in a yellow status. Creation of the Technical Design WBS identified that the number of topics needing to be covered in detail could not be completed in the time given due to heavier than anticipated holiday and vacation schedule; as well as the necessity for the resources involved needing to maintain their daily workloads. The meetings necessary to accomplish this will need to continue to the end of February 2010 to be completed. However, it is expected that an accurate revised project plan can still be produced by the end of December, with approximately 80% of the business information gathered.
Proposed Business Process Documentation	Yellow	45%		Aug-09	Aug-09	Nov-09	Mar-10		This task runs parallel with Task 49 (Programming specifications), two additional business analysts joined the project team to replace Diana Lewis who is on medical leave. The target date is changed to Mar-10 to correct an earlier error and to have the completion coincide with the concurrent task's completion. Diana is back from medical leave; there are 3 business analysts who are now working on this project.
Review/revise system design/Programming Specifications	Yellow	40%		Oct-09	Oct-09	Dec-09	Mar-10		Dependent on Tasks 49 (Programming Specs) and 50 (Business Process Document) being completed. Current 40% based on feedback received from the Conceptual Design phase. The remainder of this task will be completed upon the review of the technical design by the customer.

Refined Project Plan	Green	75%		May-09	May-09	Dec-09	Dec-09	The goal is still to refine the project plan by the end of December to confirm or recast the original project implementation date. These revisions will be based on the design information produced, allowing a significantly more accurate time estimate per task to complete.
Design Complete	Yellow			Oct-09	Oct-09	Dec-09	Mar-10	Milestone Task , dependent on Tasks 47, 48, 49,50, and 51 (Conceptual, DB, Technical, and Business Process documents, Review/Approval of the Design).
Construction	Green							Construction is still expected to start on time for the areas of the design that are completed, even if the entire design is not completed. This is especially true for application areas considered to be part of the application foundation.
1.0 Account Creation	Green			Dec-09	Dec-09	Dec-09	Dec-09	
2.0 Account Maintenance	Green			Dec-09	Dec-09	Dec-09	Dec-09	
3.0 Payment Processing and Allocation	Green			Jan-10	Jan-10	Jan-10	Jan-10	
4.0 Check Processing	Green			Jan-10	Jan-10	Jan-10	Jan-10	
5.0 Reports	Green			Mar-10	Mar-10	Mar-10	Mar-10	
6.0 Interfaces	Green			Jan-10	Jan-10	Jan-10	Jan-10	
Juvenile Financials Migration	Green			Apr-10	Apr-10	Apr-10	Apr-10	Adjustments and process re-engineering needed to consolidate all Juvenile financials with Adult financials
Code Complete	Green			Apr-10	Apr-10	Apr-10	Apr-10	
System Integration	Green			May-10	May-10	May-10	May-10	
QA Testing	Green							See detailed project plan
Prepare Scripts	Green			Nov-09	Nov-09	Aug-10	Aug-10	Updated the revised date on 10-13-09 because it did not reflect the actual revised date and did not fall into line with previous revisions made to earlier phases.
Conduct Testing (Iterative)	Green			Aug-10	Aug-10	Aug-10	Aug-10	
Execute each test script	Green			Aug-10	Aug-10	Aug-10	Aug-10	
Prepare defects report	Green			Aug-10	Aug-10	Aug-10	Aug-10	
Resolve defects	Green			Aug-10	Aug-10	Aug-10	Aug-10	
Data Conversion	Green							See detailed project plan
Provide Data Extract Requirements to COC	Green			Jun-09	Jun-09	Feb-10	Feb-10	Updated the revised date on 10-13-09 because it did not reflect the actual revised date and did not fall into line with previous revisions made to earlier phases.
Extract Data	Green			Oct-09	Oct-09	Mar-10	Mar-10	Updated the revised date on 10-13-09 because it did not reflect the actual revised date and did not fall into line with previous revisions made to earlier phases.
Translate/Cleanse data	Green			Mar-10	Mar-10	Mar-10	Mar-10	Clerk of the Court's Responsibility with assistance from CTS
Load	Green			Jul-10	Jul-10	Jul-10	Jul-10	CTS' Responsibility
Repetitive QA/Load cycle	Green			Jul-10	Jul-10	Jul-10	Jul-10	CTS and COSC joint effort
Training	Green							
Prepare training materials	Green			Nov-09	Nov-09	Aug-10	Aug-10	Updated the revised date on 10-13-09 because it did not reflect the actual revised date and did not fall into line with previous revisions made to earlier phases.
Conduct Training	Green			Sep-10	Sep-10	Sep-10	Sep-10	
Train COSC staff	Green			Sep-10	Sep-10	Sep-10	Sep-10	
Train Juvenile Finance staff	Green			Sep-10	Sep-10	Sep-10	Sep-10	
User Acceptance - Requires COSC signature	Green			Sep-10	Sep-10	Sep-10	Sep-10	
Implementation	Green			Sep-10	Sep-10	Sep-10	Sep-10	
Changes	Major /Minor	Reason/Impact						
Minor changes to percentages and status	Minor	Updated percentages to accurately reflect progress. Changed status from yellow to green as currently progress is as anticipated.						
COT Approved new delivery date on 11/7/08	Major	Set to deliver on 9/2010						
8-10-09: Status changes to the conceptual design and database design tasks.	Minor	Updated percentages complete to reflect progress made in the last month.						
9-10-09: Status changes to the conceptual design and database design tasks.	Minor	Updated percentages complete to reflect progress made in the last month.						

10-13-09: Status changes to the conceptual design and database design tasks.	Minor	Updated percentages complete to reflect progress made in the last month.
10-13-1009 - Updated a few of the Revised delivery dates	Minor	They were not updated accurately the first time revisions were made and did not reflect correctly in context of previous phases and there revised dates. The result is that Data Conversion, Testing and Training preparation all are in alignment with previous phases now.
11/9/2009 - Status changes and revised dates proposed with information describing why.	Major	Noted that Technical Design phase is now yellow and why.
12/10/2009 - Status changes to the various design tasks.	Minor	Updated percentages complete to reflect progress made in the last month.
Issue	Owner	Impact/Action
Staffing/Hiring freeze	MC Superior Court	Due to current budget issues, Maricopa County has initiated a hiring freeze. Court Technology Services is being impacted by this freeze. See below for associated risks.
Installation and configuration of hardware/software is behind schedule. As a result the .net framework development has been delayed. Anticipate bringing this back into schedule by applying additional resources.	MC Superior Court	Minor delay in schedule that should be able to be overcome in later phases.
Risk	Probability	Status/Impact
Budget	80%	Due to current budget issues being experienced across the state the possibility of a RIF or other reduction scenarios could effect project resources.
CTS and Clerk of Court staff availability	100%	The success of the project relies and counts on continued availability of CTS analysts and designers and also on Clerk of Court subject matter experts and other leaders to participate significantly in the project. <u>During Conceptual Design phase, staffing shortage and competing/mandated projects limited our ability to complete the phase on time.</u>
Integration	5%	Successful integration to Clerks Cash Receipting application is dependant on completion of the rewrite of that application. If that application is not completed on time delays in this project will occur. It also requires our two agencies to exchange technical details.
Staffing/Hiring freeze	90%	Due to the current hiring freeze in effect, if CTS or the Clerk of Court experience turnover in key staff, which are not able to be immediately replaced, the project schedule could be significantly impacted. This has happened in CTS and anymore key staff that cannot be replaced could effect the delivery.
.NET Technology	60%	The project plan provides for a solution developed in current .net technologies consistent with the state wide architectural standards, with the desire to move to VSTS 2010 when released. With any new release issues can arise, but we hope to have a 'most' current software platform at release.
Competing Projects and Priorities	25%	As we move into a tighter budget time and work with limited resources, it will be important communicate on potential distractions that can impact delivery and resource usage.
Staffing Issue/Position Title	# Needed	Impact/Action

Status Overview:

- The status of the technical design phase increased from 35% to 49% since the last report. We are moving through technical design meetings discussing in more detail each area of the application examining, exploring and confirming needed business rules.
- The status of re-defining the project plan from construction phase to implementation is still underway and progressed from 65% to 75% in the month of November.
- The month of December will be focused on continued technical design and feedback refinement. The month of December will also be focused on finishing a recast of the project plan through implementation using the information we have gathered through the design phase.
- The documentation of the business procedures that are consistent with the Conceptual Design is progressing from 35% to 45%. Diana Lewis is back from medical leave; there are 3 business analysts who are now working on this project.

Project Journal (reverse chronological sequence):

12-7

- Weekly project coordination and status meeting

12-4

- Met internally with CTS business analysts to discuss and prepare for the following weeks RFR tech design meetings.

12-3

- Official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting is discussing Backend Suspense, and Pending Funds.

12-2

- Follow up data conversion discussions with ITG to solidify schedule, process and commitment

12-1

- Official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting is discussing Payment Intake and Allocation.

12-1

- Official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting is discussing MEEDS Integration and MEEDS Case Initiation.

11-30

- Meeting with PMO and Development director to discuss reporting of tech design phase progress.

11-30

- New weekly project coordination and status meeting

11-27

- Met internally with CTS business analysts to discuss and prepare for the following weeks RFR tech design meetings.

11-24

- Official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting is discussing Obligations and Assessments

11-24

- Met internally to discuss the obligation feedback from the CFO unit

11-23

- New weekly project coordination and status meeting

11-20

- Met internally with programmers to go over the process of discovering the WBS for the construction phase.

11-20

- Met internally with CTS business analysts to discuss and prepare for the following weeks RFR tech design meetings.

11-19

- Official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting is discussing Code Maintenance and Obligation Definitions

11-17

- Official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting is discussing Review Actions and System notes

- 11-17**
- Met internally to discuss the code system
- 11-16**
- Initial Data conversion discussions with ITG
- 11-16**
- New weekly project coordination and status meeting
- 11-13**
- Met internally with CTS business analysts to discuss and prepare for the following weeks RFR tech design meetings.
- 11-10**
- Third official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting is discussing Case Initiation and the basic Case Maintenance Screens.
- 11-9**
- Met internally with tech design team to get them started on the next deliverables: Tech Docs and WBS.
- 11-9**
- Met internally with development team to clearly define the roles each member will play in the next step of technical design.
- 11-6**
- Met internally with CTS business analysts to discuss and prepare for the following weeks RFR tech design meetings.
- 11-5**
- Second official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting was to walk through a list of job tasks the customer does today and explain how they would be done in the new system by demonstrating with the mock ups.
- 11-3**
- First official RFR Tech Design meeting with the entire team, including CTS and Customer SMEs. This meeting was to walk through a list of job tasks the customer does today and explain how they would be done in the new system by demonstrating with the mock ups.
- 10-30**
- Met internally with CTS business analysts to discuss and prepare for the following weeks RFR tech design meetings.

10-1 to Present

- Several executive level meetings discussing project status and resource availability. Also discussing the deliverables produced, and the expectations of both vendor and customer.

10/28

- Met with ITG representative to make sure they understood the process and the commitment level needed.

10/26

- Went over the process defined for technical design with the customer, to get feedback and tweak the process as needed.

10/20

- Design team meeting to go over and process feedback for the Check Summary Screen. (Screen allows the invoking of several key processes related to check processing)

10/13 ~~XXXX~~ Present

- Daily meetings with development staff to keep track of progress on internal screen and process review documents.

10/13 ~~XXXX~~ Present

- Met daily with business analysis to go over new business process documentation being created.

10/9

- Met with Chris Stimson to review the Code maintenance section of the application to make sure a solid understanding was reached before he presents it to his staff.