

Reporting Date: 05/14/2008												
Project: Cash Receipting Replacement - Phase 1 Clerk of Superior Court Maricopa County Stakeholders: G. Mulleneaux (506-3794) Project Manager: D. Garbarino (506-5874)												
Deliverables	General Program Status	Red, Green, or Yellow	Target		Estimate							
			Budget End Date	\$ 887,000 8/22/2008	\$ 887,000 8/22/2008							
Current Status	% Complete	COT Original Delivery Date	CACC Target Delivery Date	1/20/2008 Revised Delivery Date	[Date] Revised Delivery Date	2/21/2008 Revised Delivery Date	3/28/2008 Revised Delivery Date	4/18/2008 Revised Delivery Date	5/14/2008 Revised Delivery Date	Actual Delivery Date	Comment	
Project Plan	Green	100%										
Project Schedule	Green	100%										
Project Budget	Green	100%										
<b>Financials – Cash Receipting Replacement</b>												
<b>Stage I - Qualification</b>	Green	100%	7/20/2007	7/20/2007					11/3/2008			
Budget Estimate Completed	Green	100%	7/24/2007	7/24/2007						7/24/2007		
Project Proposal Submitted	Green	100%	7/16/2007	7/16/2007	8/1/2007					8/1/2007		
Scope Statement Completed	Green	100%	9/7/2007	9/7/2007						9/7/2007		
<b>Stage II - Business Requirements</b>	Green	100%	10/26/2007	10/26/2007						10/26/2007		
Business Requirements Approved	Green	100%	9/17/2007	9/17/2007	9/25/2007					10/18/2007		
Budget Finalized	Green	100%	9/15/2007	9/15/2007	10/1/2007					10/25/2007		
<b>Stage III - Planning</b>	Green	100%	11/15/2007	11/15/2007						11/27/2007		
Project Plan Completed	Green	100%	8/23/2007	8/23/2007	9/25/2007					11/27/2007		
<b>Stage IV - Execution</b>	Green	56%	8/18/2008	8/18/2008				10/14/2008				
Design Phase	Green	100%	3/13/2008	3/13/2008						3/13/2008		
Work Breakdown Structure (WBS) Design Phase	Green	100%	1/18/2008	1/18/2008						1/18/2008		
Environment Definition	Green	100%	1/18/2008	1/18/2008						1/18/2008		
External Interface Definition	Green	100%	1/18/2008	1/18/2008	1/25/2008					2/22/2008		
Architectural Plan	Green	100%	1/18/2008	1/18/2008						1/18/2008		
High Level Design - Application Architecture	Green	100%	1/18/2008	1/18/2008						1/18/2008		
Data Conversion Design	Green	100%	2/14/2008	2/14/2008			3/7/2008	4/15/2008		4/8/2008		
Functional Design	Green	100%	2/21/2008	2/21/2008			2/29/2008			2/29/2008		
User Interface Design	Green	100%	2/21/2008	2/21/2008			2/29/2008			2/29/2008		
Development Management Plan	Green	100%	3/6/2008	3/6/2008						3/4/2008		
Test Management Plan	Green	100%	3/13/2008	3/13/2008						3/13/2008		
Prototyping Phase	Green	100%	3/21/2008	3/21/2008						3/5/2008	Early Finish	
Data Prototyping	Green	100%	2/29/2008	2/29/2008						2/26/2008	Early Finish	
Data Access Layer Prototyping	Green	100%	2/14/2008	2/14/2008						2/14/2008		
Integration Prototyping	Green	100%	3/21/2008	3/21/2008						3/4/2008	Early Finish	
Look and Feel Prototyping	Green	100%	3/5/2008	3/5/2008						3/5/2008		
Development Phase	Yellow	35%	6/30/2008	6/30/2008				8/15/2008				
Development Environment	Green	100%	3/10/2008	3/10/2008						2/29/2008	Early Finish	
Sprint 1 Fee Code UI Demo	Green	100%	3/18/2008	3/18/2008						3/14/2008	Early Finish	
Sprint 2 - List and Service Code Development	Yellow	90%	4/11/2008	4/11/2008				5/14/2008	5/21/2008			
Sprint 3 - Receipting Setup Tables, Messaging, Device Integration	Yellow	30%						6/5/2008				
Sprint 4 - Cashier Receipting, GL and RFR Integration	Yellow	0%						6/18/2008				
Sprint 5 - Cashier Balancing/Deposit and Credit Card Processing	Yellow	0%						7/15/2008				
Sprint 6 - Batch Processing, Data Conversion and Reporting	Yellow	0%						7/31/2008				
Sprint 7 - Reporting and Final Q/A cycle	Yellow	0%						8/15/2008				
Data Conversion Deployment Plan	Yellow	0%						8/15/2008				
Development Complete	Yellow	0%	6/30/2008	6/30/2008				8/15/2008				
<b>User Acceptance/Training Plan</b>	Yellow	25%							10/14/2008			
User Acceptance Phase	Yellow	0%	7/15/2008	7/15/2008				9/8/2008				
Training and Implementation Phase	Yellow	0%	8/18/2008	8/18/2008				10/14/2008				
Deployment	Yellow	0%	8/18/2008	8/18/2008				10/14/2008	10/27/2008			
Stage V - Close Out	Yellow	0%	8/22/2008	8/22/2008				10/20/2008	11/3/2008			
<b>Changes</b>												
Changes	Major /Minor	Reason/Impact										
Current Updates	Minor	Updated percentages to reflect current status. Changed Items in <b>Blue and Bolded</b> above.										
Line 11 - Added/Changed Delivery Date	Minor	Added delivery date and removed actual delivery date, as this is the project summary line. This was filled in by mistake.										
Line 41 - Added one week	Minor	Due to some technical and resource issues, one week was added to complete the Service Code Maintenance screen. This should not have an impact on the delivery date for the subsequent Sprints.										
Added Line 49 for Planning - User Acceptance and Training	Minor	Split the User Acceptance and Training Plan development task out of the User acceptance and training delivery tasks to better identify progress.										
Changed Line 52 - Deployment	Major	The Project Sponsor will be on vacation during the first 3 weeks of October. The deployment date was moved to the end of the month so that the Sponsor would be present for the implementation.										
Changed Line 53 - Close Out	Minor	Moving the Deployment date moved the project close out date by a week.										

Line 74 - Added Risk		Major	Technical Lead for the project will take over the Directorship of ITG sometime in July. Working on mitigating the impact and will evaluate with each subsequent report.	
Issue	Owner	Status	Impact/Action	
Business Analyst Suffered Broken Shoulder	Diana Garbarino (PM)	Resolved	<p>Our business analyst and Subject Matter Expert suffered a broken shoulder on Tuesday 03/18/2008. The project manager picked up the majority of the meetings that were scheduled with users to discuss training. The Business Analyst will return to work on Tuesday 03/25/2008. We will have to determine what impact this will have based on discussions on Tuesday.</p> <p>Update: The Business Analyst is back to work on a diminished capacity. It is expected that with the delay in the development phase, that there will be no additional impact due to the injury. It is expected that the Analyst will be back to full schedule in the next couple weeks.</p> <p><b>Resolved 04/28/2008: There will be minimal ongoing rehab appointments. No impact is expected.</b></p>	
Technical issues with the Grid Control used for the user interface	Diana Garbarino (PM)	Resolved	<p>A 3rd party tool was selected to provide a Grid Control for displaying data to the user. This 3rd party tool was purchased for a prior project in order to use a document conversion feature. The Grid Control proved to be technically unstable and we were not able to continue using it for the project. This required us to identify another 3rd party tool that would provide the same functionality and to rework the screen logic to replace the other 3rd party control. The cost of the 5 developer licenses for the new control is 4500.00. This rework has caused an additional delay in the project schedule.</p> <p><b>Resolved 05/14/2008: A new 3rd Party grid control has been purchased and implemented. It is working as expected. No further delay expected.</b></p>	
User Acceptance Testing	Diana Garbarino (PM)	Resolved	<p>During discussions about user acceptance it was determined that the two weeks allocated would not be enough time to coordinate the user acceptance resources and facilities necessary due to resource work loads. The additional calendar time is needed for ensuring that the users can complete their tasks along with their other responsibilities.</p> <p><b>Resolved 04/18/2008: Additional time was added to the schedule to extend User Acceptance Testing to 4 weeks.</b></p>	
Project Delay due to resource issues	Diana Garbarino (PM)	Resolved	<p>One and a half months were added to the development schedule, see Staffing Issues section below for further details.</p> <p><b>Resolved 04/18/2008: Additional time was added to the schedule to extend the development schedule.</b></p>	
Risk	Probability	Status/Impact		
Budget	15%	Due to current budget issues being experienced across the state, it is possible that County funding could be reallocated to higher priority initiatives.		
Resource Availability and Retention	10%	The COC considers this a standard risk across all projects. We are currently at expected staffing levels but there is always a risk of experiencing turnover in key staff/contract resources. Replacement of Contract resources carries a higher degree of difficulty due to the procurement process.		
Technical Lead for the project will take over the Directorship of ITG sometime in July.	90%	Working on mitigating the impact and will evaluate with each subsequent report.		
Staffing Issue/Position Title	# Needed	Status	Impact/Action	
Contractor Developer Resource Removed from Project	0	Resolved	<p>A contract developer was not providing the level of development expertise necessary to continue working on the project. Consistent missed deadlines and the difficulties he was having with problem solving and troubleshooting caused a backlog of work that other developers were depending on for completion. Additional assistance and task realignment failed to improve performance. This has resulted in a loss of two calendar weeks to the project.</p> <p>We attempted to have the vendor replace the resource, but after two weeks we determined that there were no resources with the skillsets we required available from the vendor. We determined that the best approach would be to NOT replace the resource and to utilize the current project team by extending the project timeline.</p>	

Continued from previous line due to text display limitation in the cell.		<b>Resolved</b>	<p>The main reasons to support the decision were: 1. The unavailability of resources from the Vendor, 2. The lead time needed to procure a resource from another source, 3. The effort required by team members for the interview process which would detract from the project schedule further. 4. The learning curve for the new resource, as well as, the draw on the project team members for providing the training, and 5. The relative short term remaining in the remaining development would not allow the resource to provide a significant productivity gain relative to the cost.</p> <p>A total of 6 weeks was added to the development schedule to compensate for the time lost and the reduction in development staff.</p> <p>The past cost savings due to the difficulty in acquiring an external resource for a Senior Architect position provides enough coverage for the extension of the contract developer resources. No additional funding is required for the project extension</p> <p><b>Resolved 04/18/2008: Impact included in revised schedule.</b></p>
Another Contractor Developer Resource Removed from Project	2	<b>Unresolved</b>	<p>A contract developer was not providing the level of development expertise necessary to continue working on the project. Two internal resources will become available as they roll off other projects. Uncertain on what the impact will be on the project ---- Start dates for these resources has not been determined and both resources will need some time to come up to speed on the new application.</p>