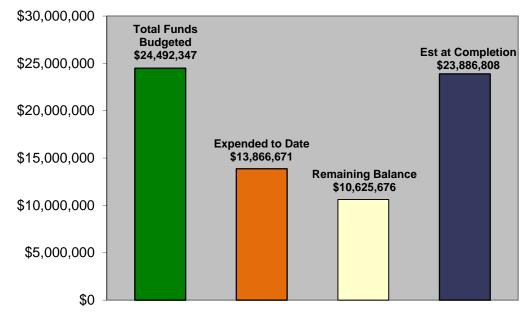# County of Orange ~ Information Technology
Quarterly IT Project Status Report Detail
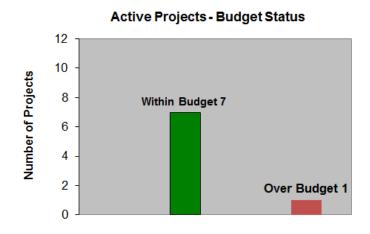## Fiscal Year 2013-14, 2nd Quarter

Executive Summary

The Quarterly IT Project Status Report Detail provides an inventory of all County IT projects with a value of $150,000 or more during the 2nd quarter reporting period of October 1 – December 31, 2013.   The report includes a high-level summary of the budget and schedule status, as well as a project listing with key accomplishments and status comments.
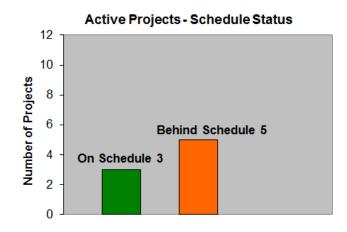
IT Projects	Budgeted Funds	Expended to Date	Remaining Balance	Estimated at Completion	Within or Under Budget	Over Budget	Rebaselined Budget	On or Ahead of Schedule	Behind Schedule	Rebaselined Schedule
8 Active	$23,242,347	$13,021,857	$10,220,490	$22,698,403	7	1	-	3	5	-
2 Completed	$850,000	$803,405	$46,595	$788,405	-	-	-	-	-	-
1 Future	$400,000	$41,409	$358,591	$400,000	-	-	-	-	-	-
11 Total Projects	$24,492,347	$13,866,671	$10,625,676	$23,886,808	7	1	-	3	5	-

Total Projects - Budget Monitoring and Projections

- Total Funds Budgeted $24,492,347
- Expended to Date $13,866,671
- Remaining Balance $10,625,676
- Est at Completion $23,886,808

8 Active Projects - Budget and Schedule Summary

Active Projects - Budget Status

Within Budget 7

Over Budget 1

Active Projects - Schedule Status

On Schedule 3

Behind Schedule 5

Active Projects - Budget Monitoring and Projections

Total Funds Budgeted $23,242,347

Est at Completion $22,698,403

Expended to Date $13,021,857

Remaining Balance $10,220,490

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*Status Code   Budget Status   (B):   0 – Under Budget   1 – Within Budget   2 – Over Budget   3 – Rebaselined Budget (approved project/budget change)

Schedule Status (S):   0 – Ahead Schedule   1 – On Schedule   2 – Behind Schedule   3 – Rebaselined Schedule*

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule Actual Schedule	BUILD Original Schedule Actual Schedule
					ACTIVE PROJECTS – CEO CATEGORY					
1	CEO Budget **Project Manager: Mitch Tevlin**	**BRASS to Performance Budgeting Upgrade**	1/2	Fund 279 – OCWR (to be repaid by the General Fund)	$1,700,000 $1,700,000	$1,133,497	$566,503	$1,156,056	Jun 2013 – Sep 2013 Jun 2013 – Sep 2013	Sep 2013 – Jan 2014 Sep 2013 – Jun 2014

Description:	Upgrade the existing Countywide budgeting information system, BRASS, to Performance Budgeting (PB). BRASS has been utilized for preparing County budgets and Strategic Financial Plans since 2002. This upgrade includes best in breed software and state of the art hardware that will provide the foundation for Countywide budgeting for the next ten years.
Schedule Phase:	Build Schedule – Execution
Key Accomplishments:	Significant progress was made in the implementation of the new Performance Budgeting software this quarter, however, due to a high number of software bugs with this newer beta version of the software, the team was unable to complete the project within the original schedule. The vendor has kept their obligation to provide additional resources to fix these issues and the delivery of software updates and fixes over the past month have been successful. The County is pleased with the vendor's effort to turn this project around and expects a successful implementation.
Schedule/Budget Note:	The project schedule has been extended for 5 months to address software issues. These are being addressed and the implementation could be completed within the next two months; however, the extended delay is requested by the County since resources are needed to develop the County budget from February to May 2014.The project is on budget. **[See the detailed Risk Assessment Report for this project]**

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule Actual Schedule	BUILD Original Schedule Actual Schedule
					ACTIVE PROJECTS – CEO CATEGORY					
2	CEO **Project Manager:** **Jim Mata**	**Countywide Identity Management – Phase I & Phase II (OCid)**	2/2	289	$728,030 $908,127	$844,991	$63,136	$908,127	July 2011 – Dec 2011 July 2011 – Dec 2011	Jan 2012 – Jun 2013 Jan 2012 – Jun 2014

Description:	Phase I - This project deploys an efficient enterprise approach to the management of County users and their access to County IT systems and applications. The project leverages user self-service workflows to establish/manage unique identities for all County workforce members so that they can login to both County and non-County systems and applications with fewer usernames and passwords, while also ensuring County has accurate contact information and meets new regulatory compliance requirements. This phase includes implementation of the new Identity Management platform and application, HR database synchronization, roll-out to several Agencies, and the establishment of specifications for Agencies to integrate their internal applications. Phase II – This extends the accomplishments of Phase I to expand the scope of application integrations to the Identity Management directory and provide new single sign-on capabilities. It also enhances the ability for County IT to control user access to County systems, meet Security compliance requirements and reduces the amount of support required for password resets and other user account management.
Schedule Phase:	Build Schedule – Executing/Controlling
Key Accomplishments:	The revised Identity Management Roadmap was approved by project governance, Agency IT Directors and other County stakeholders this quarter. This included implementation of a new single sign on solution that went online in November. This platform provides County Agencies with single sign on capability for Microsoft applications. Single sign on has already been enabled for two enterprise applications; the new Enterprise Service Desk and SharePoint. This means that the initial County users of these systems will not require a separate login for these applications. This functionality will be expanded during the next quarter. The interface between CAPS+ and Active Directory to provide a directory service containing digital identities for all County employees was also completed. Automated daily updates ensure that the directory stays synchronized with changes in employee status.
Schedule/Budget Note:	This project is on target to meet the revised June 2014 completion of Phases I and II. The budget is expected to remain at $908,127 through FY 2013-14.

*Status Code   Budget Status (B):   0 – Under Budget   1 – Within Budget   2 – Over Budget   3 – Rebaselined Budget (approved project/budget change)

    Schedule Status (S):   0 – Ahead Schedule   1 – On Schedule   2 – Behind Schedule   3 – Rebaselined Schedule   Page 4 of 10

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule Actual Schedule	BUILD Original Schedule Actual Schedule
					ACTIVE PROJECTS – CEO CATEGORY					
3	CEO/IT **Project Manager: Lynne Halverson**	**Enterprise SharePoint Portal Design and Implementation**	1/2	038 – Data Sys	$497,730 $497,730	$497,730	$0	$497,730	Jul 2012 – Sep 2012 Sep 2012 – Jan 2014	Sep 2013 – Dec 2013 Jan 2014 – Jun 2014

Description: This project includes the design and implementation of an Enterprise SharePoint Portal (Employee Collaboration). This includes the implementation of a SharePoint technical solution as a foundation for Enterprise SharePoint availability Countywide. This project also includes the redesign of the existing County Intranet ("blue screen"); enabling of baseline taxonomy, governance and standard SharePoint features; and establishing SharePoint Administration and Operation & Maintenance protocols.

Schedule Phase: Design Schedule – Executing

Key Accomplishments: The project vendor (SAIC/Perficient) has worked with the County Enterprise SharePoint project team to complete the primary Design phase deliverable, the Solution Design Specification. The County team has delivered the look and feel for the portal user interface, including all design artifacts, for use by the vendor in designing the solution. The County team has also kicked off a Content Migration initiative for the identification, prioritization, update, and migration of content currently hosted on the existing County Intranet and its various sub sites. This initiative has solicited and secured participation from all Agencies/Departments.

The County PM has also worked extensively with Microsoft to establish a licensing model for the upgrade of Agency/Departments to Office 365 (O365) licensing, which will enable users to access the redesigned County Intranet and the Enterprise SharePoint Portal using a central Cloud software offering. This will enable cross-Agency/Department collaboration without incurring additional licensing fees.

Schedule/Budget Note: The Design phase ended January 7, 2014, approximately six weeks past the planned completion due to resource constraints with the IT Sourcing transition project. The vendor is preparing a detailed Work Order for the Build phase, which is estimated to begin January 20, 2014. The project is within budget. CEO/IT encumbered $415,000 in 038 funding as of June 30, 2013.

*Status Code   Budget Status   (B):   0 – Under Budget   1 – Within Budget   2 – Over Budget   3 – Rebaselined Budget (approved project/budget change)
Schedule Status (S):   0 – Ahead Schedule   1 – On Schedule   2 – Behind Schedule   3 – Rebaselined Schedule

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#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule Actual Schedule	BUILD Original Schedule Actual Schedule
					ACTIVE PROJECTS – CEO CATEGORY					
4	CEO/IT **Project Manager: Lynne Halverson**	**IT Sourcing Scope 1 Transition**	1/1	289	$3,572,510 $3,572,510	$3,572,510	$0	$3,572,510	Sep 2013 – Oct 2013 Sep 2013 – Oct 2013	Oct 2013 – Feb 2014 Oct 2013 – Feb 2014

Description:	The objective of this 120-day project is to transition IT services, processes and tools provided by the existing IT vendor, Xerox (ACS), to the new IT Managed Services vendor, SAIC. These services include Data Center and Security Operations, Service Desk, Desktop Support, and Application Services for in-scope Agencies. The key difference of this new IT sourcing model is that the focus will be on ensuring results (achieving service level requirements) rather than managing resources.
Schedule Phase:	Design Schedule – Project Planning
Key Accomplishments:	The Scope 1 Transition has progressed on schedule, with contract deliverables being met on time. The County and the vendor project team have been working together successfully and the transition of services to SAIC is on target to meet the February 3, 2014 go-live.
Schedule/Budget Note:	Project is on schedule to meet the February 3, 2014 go-live. Within the Scope 1 IT Sourcing contract with SAIC approved by the Board on May 14, 2013, there is $3,572,510 allocated for the transition project, which has been encumbered and is on track. The Scope 1 transition costs for Desktop Support and Service Desk will be funded via CEO/IT Retained Earnings. Funding for Data Center Services and Application Support transition will be funded as part of the ongoing service rates. These rates are anticipated to be considered by the Board during the 2nd Quarter Budget Report. **[See the detailed Risk Assessment Report for this project]**

#	Department	Project Name	Status B/S	Funding Source	Budget	Expended	Remaining	Estimated	DESIGN	BUILD
5	CEO/IT **Project Manager: Jim Mata**	**IT Sourcing Scope 2 Transition**	1/1	289	$949,310 $949,310	$949,310	$0	$949,310	Sep 2013 – Oct 2013 Sep 2012 – Oct 2013	Oct 2013 – Mar 2014 Oct 2013 – Mar 2014

Description:	The objective of this 175-day project is to transition the voice and data network services, processes and tools provided by the existing staff augmentation contract to the new IT Managed Services contract with Xerox. This includes transition of the Countywide voice and data network and Agency Local Area Networks.
Schedule Phase:	Design Schedule – Project Planning
Key Accomplishments:	The Xerox and County project team has been working to complete Countywide network asset inventories, perform knowledge transfer activities related to the Countywide and Local Area Networks and implement the tools necessary to manage the voice and data networks going forward. Much progress has been made; however, Xerox had some late starts and the County is concerned that there is significant effort remaining to make the go-live date as planned. Xerox has stated they can make up the time, but this has been noted as a risk and mitigation efforts are under way.
Schedule/Budget Note:	Project is on schedule and budget, however due to some late starts with Xerox sub-contractors, the schedule is very tight and the County is working with Xerox on a mitigation strategy. **[See the detailed Risk Assessment Report for this project]**

CEO Category Total: Original Budget	**$7,447,580**			
Actual Budget	**$7,627,677**	**$6,998,038**	**$629,639**	**$7,083,733**

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule Actual Schedule	BUILD Original Schedule Actual Schedule
	ACTIVE PROJECTS – AGENCY/DEPARTMENT CATEGORY									
6	Health Care Agency **Project Manager: John Crane**	**Correctional Health Assessment Records and Tracking (CHART) System Replacement**	1/2	Realignment Reserves	$3,000,000 $2,724,000	$ 369,100	$2,354,900	$2,724,000	Jul 2011 – Jun 2012 Jul 2011 – Dec 2012	Feb 2013 – Dec 2013 Feb 2013 – Feb 2014

Description: The current Correctional Health Assessment Records and Tracking (CHART) system for the adult and juvenile jails is over 10 years old and is written in an outdated programming language. In an attempt to fully digitize and modernize healthcare at the jail, the Health Care Agency (HCA) has embarked on a multi-year project to replace the CHART system with a comprehensive Electronic Health Record system (EHR). This project will include a requirements analysis, solicitation process and the selection of a vendor to implement the system which will assist in providing better continuity of care for inmates housed at the Orange County Jails and Juvenile Halls.

Schedule Phase: Build Schedule – Executing/Controlling

Key Accomplishments: During this quarter the team completed all activities related to the Adult Jail software implementation. Although this report reflects status through December 31, 2013, it should be noted the Adult Jail system went live on January 8, 2014. Development of the Juvenile software workflows and forms, as well as interfaces to the Probation Department and Correctional Institutional Pharmacy System (CIDS) are in progress and on target to meet the revised implementation schedule.

Schedule/Budget Note: A couple of milestones have taken longer than originally estimated; therefore, the schedule has been extended. The Adult system went live on January 8, followed by the Juvenile system in February 2014. The budget is on target.

[See the detailed Risk Assessment Report for this project]

#	Department	Project Name	Status	Funding	Budget	Expended	Remaining	Estimated	Design	Build
7	Health Care Agency **Project Manager: Adil Siddiqui**	**Behavioral Health Services Electronic Health Records – Phase 1 of 3**	1/1	MHS Act Prop 63-84%; State-8% Federal-2% Fees/Licenses/Other-4% NCC- 2%	$12,312,194 $12,312,194	$5,150,959	$7,161,235	$12,312,194	Jan 2009 – Sep 2012 Jan 2009 – Sep 2012	Oct 2012 – June 2014 Oct 2012 – June 2014

Description: The overall objective of the EHR project is to develop and implement a completely integrated and interoperable Electronic Health Records (EHR) system for Behavioral Health Services. The system will allow Behavioral Health Services to transition from a paper-based clinical documentation management system to an electronic system. Development and implementation will occur in 3 phases, and is expected to complete in 2016. Phase 1 is expected to end in the first quarter of 2014, and includes primarily additional Cerner-based solutions and services, equipment, software and services that will follow the County's bid process. The EHR system includes all functional requirements developed by the Agency and will comply with all state and federal requirements and guidelines including HITECH Meaningful Use, HIPAA, and Privacy and Security. The cost for all 3 phases is budgeted at $22,902,863.

Schedule Phase: Build – Executing/Controlling

Key Accomplishments: During this quarter, the Cerner Software Enhancements (Agile) Package 3 was completed. This milestone included the completion of several additional enhancements that were outside of the initial contracted scope of work with the vendor, but presented as requirements based on internal workflow development and operational efficiencies. A significant amount of activities around the finalization of clinical workflows, business rules, and form content also occurred this quarter. The number of forms and issues on clinical content have been resolved to fit the requirements needed for initial implementation.

Schedule/Budget Note: The project is still on schedule to meet the proposed go-live. The project is on budget.
[See the detailed Risk Assessment Report for this project]

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget / Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule / Actual Schedule	BUILD Original Schedule / Actual Schedule
ACTIVE PROJECTS – AGENCY/DEPARTMENT CATEGORY										
8	OCPW **Project Manager: Sheila Carter**	**Computerized Asset Management and Maintenance Software**	1/2	Road/ Flood, CUF, FacOps, Real Estate	$578,476 $578,476	$503,760	$74,716	$578,476	Jul 2010 – Sep 2010 Jul 2010 – Sep 2010	Oct 2010 – Dec 2011 Sep 2011 – July 2014

Description:	OC Public Works utilizes an automated asset and work management system called MaintStar. This project will upgrade and enhance the capabilities of the existing system in the Operation & Maintenance Section. Additionally, it will provide the Facilities Operations and Real Estate Sections automated functionality to further streamline operational processes such as asset management, preventative maintenance, work planning, work order and request processing and field operations. This project is scheduled for implementation in three phases. At the completion of all phases, OC Public Works will have improved technical capability to provide the CEO and BOS access to system information and reports.
Schedule Phase:	Build Schedule - Monitoring/Controlling Phase
Key Accomplishments:	During this quarter the software Pilot phase at OC Facilities was completed. The MaintStar software upgrade to version 12 is in progress. During the next phase of the project, OCPW will continue to implement MaintStar as the primary source for work order creation and assignment.
Schedule/Budget Note:	The project is on target to meet the revised schedule. The project is on budget.

Agency/Department Category Total: Original Budget	**$15,890,670**			
Actual Budget	**$15,614,670**	**$6,023,819**	**$9,590,851**	**$15,614,670**

All Active Project Categories as of 12/31/2013

Active Project Grand Total Original Budget	**$23,338,250**			
Actual Budget	**$23,242,347**	**$13,021,857**	**$10,220,490**	**$22,698,403**

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*Status Code   Budget Status   (B):   0 – Under Budget   1 – Within Budget   2 – Over Budget   3 – Rebaselined Budget (approved project/budget change)
Schedule Status (S):   0 – Ahead Schedule   1 – On Schedule   2 – Behind Schedule   3 – Rebaselined Schedule

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget / Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule / Actual Schedule	BUILD Original Schedule / Actual Schedule
					COMPLETED PROJECTS					
9	Assessor	**LAN Infrastructure Refresh**	1/1	002 - Assessor	$350,000	$350,000	$0	$350,000	Oct 2013 – Nov 2013 <u>Oct 2013 – Nov 2013</u>	Nov 2013 – Dec 2013 <u>Nov 2013 – Dec 2013</u>

Description: This project will upgrade and provide redundancy to the Assessor Department's internal network. The core network components are almost 10 years old and there is no redundancy. The upgrade is required to ensure appropriate redundancy within the local area network (LAN).

Schedule Phase: Closed

Key Accomplishments: To ensure network and system stability, CEO IT worked with the Assessor Department to expedite the design and implementation of the Assessor network. The project was initiated and completed during this quarter.

Schedule/Budget Note: The project was completed on time and on budget.

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget / Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule / Actual Schedule	BUILD Original Schedule / Actual Schedule
10	OC Waste & Recycling	**Disposal Reporting Web Site**	1/2	AB 939 Funds	$500,000 <u>$500,000</u>	$453,405	$46,595	$438,405	Jul 2010 – Dec 2010 <u>Jul 2010 – Apr 2011</u>	May 2011 – Dec 2012 <u>May 2011 – Dec 2013</u>

Project Manager:
Jeff Welch

Description: The Disposal Reporting System Web site upgrade will provide functional and business standards that facilitate the management and reporting of electronic data. Data is received electronically from landfill fee booths and from customers (waste haulers and jurisdictions). Reports are defined by both Statewide standards and standards created by OC Waste & Recycling. These reports will be created, executed, and authenticated electronically and then delivered to or retrieved by public and private sector users from the website.

Schedule Phase: Closed

Key Accomplishments: The Disposal Reporting web site was completed on December 1, 2013.

Schedule/Budget Note: This project took longer than planned due to some software security issues and the additional time it took to train the OCWR customers. The project was completed within budget.

		Completed Projects Total Original Budget			**$850,000**					
				Actual Budget	**$850,000**	**$803,405**	**$46,595**	**$788,405**		

#	Department	Project Name	Status B / S *	Funding Source	Original Approved Budget Actual Budget	Expended/ Encumbered Funds to Date	Remaining Balance	Estimated Cost at Completion	DESIGN Original Schedule Actual Schedule	BUILD Original Schedule Actual Schedule
					FUTURE PROJECTS					
11	CEO	**CAPS+ DR Solution**	ON HOLD	038 – Data Sys	$400,000	$41,409	$358,591	$400,000	TBD	TBD

Description: CEO/IT was chartered by the CEO and Board of Supervisors to maintain a Disaster Recovery Program to restore critical County IT assets following a disaster. In FY10-11 the Board approved funding for the DR Program, which included scope for the ongoing operations & maintenance of the DR solutions deployed in the previous year, and to establish DR capabilities for both the CAPS+ Finance and CAPS+ HR/Payroll systems. Due to changes in the CAPS+ HR/Payroll project schedule, system and capacity requirements needed to size a DR solution; it was not completed in FY 10-11. This project was moved to FY 11-12 since both the CAPS+ Finance and HR/Payroll systems are in production and a DR solution can be properly designed and implemented.

Schedule Phase: This project is on hold and scheduled to begin in February 2014.

Key Accomplishments: CEO/IT received a proposal and pricing from the Scope I IT Sourcing vendor (SAIC) for the CAPS+ disaster recovery (DR) solution in January 2013. The CAPS Steering Committee (CSC) met in January to review and vote on the proposal. Based on the pricing estimates and solution summary provided by the vendor, the CSC voted to approve the proposal and pricing for inclusion in the County's Scope I IT Sourcing contract negotiations. A timeline and project plan for implementation of the CAPS+ DR solution will be developed after the Scope 1 IT Sourcing Transition is complete.

Schedule/Budget Note: PROJECT IS ON HOLD.

Future Projects Total Original Budget					**$400,000**				
	Actual Budget				**$400,000**	**$41,409**	**$358,591**	**$400,000**	

All Active, Closed & Future IT Projects as of 12/31/2013

Grand Total Original Budget					**$24,588,250**				
	Actual Budget				**$24,492,347**	**$13,866,671**	**$10,625,676**	**$23,886,808**	

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*Status Code   Budget Status   (B):   0 – Under Budget   1 – Within Budget   2 – Over Budget   3 – Rebaselined Budget (approved project/budget change)

Schedule Status (S):   0 – Ahead Schedule   1 – On Schedule   2 – Behind Schedule   3 – Rebaselined Schedule