

BOARD MEETING DATE: April 7, 2017

AGENDA NO. 17

PROPOSAL: Status Report on Major Ongoing and Upcoming Projects for Information Management

SYNOPSIS: Information Management is responsible for data systems management services in support of all SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, March 10, 2017; Recommended for Approval

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
Executive Officer

JCM:MAH:OSM:agg

Background

Information Management (IM) provides a wide range of information systems and services in support of all SCAQMD operations. IM's primary goal is to provide automated tools and systems to implement Board-approved rules and regulations, and to improve internal efficiencies. The annual Budget specifies projects planned during the fiscal year to develop, acquire, enhance, or maintain mission-critical information systems.

Summary of Report

The attached report identifies each of the major projects/contracts or purchases that are ongoing and expected to be initiated within the next six months. Information provided for each project includes a brief project description and the schedule associated with known major milestones (issue RFP/RFQ, execute contract, etc.).

Attachment

Information Management Status Report On Major Ongoing and Upcoming Projects During the Next Six Months

ATTACHMENT
April 7, 2017 Board Meeting
Information Management Status Report On Major Ongoing and
Upcoming Projects During the Next Six Months

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Website Evaluation & Improvements	Conduct a detailed review of the SCAQMD website to identify improvements/enhancements that can further site usability and implement the items approved by the Administrative Committee. Improvements include a new custom calendar and changes to the navigation and content organization	\$117,475	<ul style="list-style-type: none"> • Calendar development done • Home page development done • Development of master pages and widgets done 	<ul style="list-style-type: none"> • Beta site implementation by end of February • Content migration and page updates with new widgets on the beta site
Consolidation of Mapping Functions on SCAQMD's Website	Conduct an assessment of GIS needs across the agency and develop an implementation plan for consolidating GIS functionality across the agency with a road map of projects to reach that goal	\$49,936	<ul style="list-style-type: none"> • Needs assessment completed • Draft implementation plan outline done • Comments provided on revised System Design 	<ul style="list-style-type: none"> • Final System Design incorporating comments • Draft implementation plan for comments • Post-contract, IM will begin implementing recommendations and incorporating into improved website
Online Permitting	<ul style="list-style-type: none"> • New Web Application Development project to automate the 400A Form Filing process • New Web Application Development project to automate the processing of Dry Cleaners, Gas Stations, and Spray Booth applications 	<p>\$200,000</p> <p>\$250,000</p>	<ul style="list-style-type: none"> • Business process model complete • Initial requirements gathering complete • Business process model complete for each equipment type (being reviewed by Permitting staff) 	<p>Mockup and wireframe screen development and review</p> <p>Requirement gathering work in progress for Automotive Spray Booth with others to follow</p>

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Online Permitting (continued)	<ul style="list-style-type: none"> Bay Area Software Evaluation - Assist Permitting Systems staff in assessment of the Bay Area Software solution for use by SCAQMD and the public 	To Be Determined	Received test account from Bay Area to access the demo site and experiment with the BAAQMD on line permit processing tools	Complete initial review of Internal Dashboard and Customer Service Portals. Need test facility to move forward. E&P users notified of next steps needed
Information Technology Review	RFP for Information Technology review to help determine opportunities for hardware, system and software modernization	\$75,000	<ul style="list-style-type: none"> Released RFP December 2, 2016 Contract awarded March 3, 2017 	Contract expected to be initiated in early April 2017
Permit Dashboard Statistics	<ul style="list-style-type: none"> High level: New dashboard displaying monthly count of pending applications by type Detailed: New Web Application to allow engineers to update the intermediate status of applications, and a modification of the FIND or other GIS application to display the updated status to the applicant and the public 	<p>Costs unbudgeted, developed internally. cost of software \$1,320</p> <p>costs unbudgeted, to be determined after requirements are known</p>	<p>Dashboard developed internally and submitted for review and approval October 2016</p> <p>Initial requirements meeting Aug. 2016. Staff identifying and finalizing intermediate statuses, method of data capture and other user requirements</p>	<p>Initial version live online as of Jan 20, 2017</p> <p>Continued biweekly follow-up to obtain user requirements needed for design and development work</p>
Network Core Switch and Router Replacement	Replace the existing voice and data network core switch and router, which is no longer fully supported by the manufacturer; the new core switch and router will deliver enhanced functionality with additional bandwidth and speed	\$225,000	<ul style="list-style-type: none"> Released RFP October 7, 2016 Awarded contract January 6, 2017 and equipment ordered 	Complete implementation end of April 2017

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Agenda Tracking System Replacement	Replace the aging custom agenda tracking system with a state-of-the-art, cost-effective Enterprise Content Management (ECM) system, which is fully integrated with OnBase, SCAQMD's agency-wide ECM system	\$86,600	<ul style="list-style-type: none"> Released RFP December 4, 2015 Awarded contract April 1, 2016 	Complete implementation August 2017
Replace Your Ride	New Web Application to allow residents to apply for incentives to purchase newer, less-polluting vehicles	\$175,000	<ul style="list-style-type: none"> Task order issued and awarded October 2016 Development work initiated December 2016 	System development work in progress. Expected delivery May 2017
Emission Reporting System	Upgrade the outdated modem-based emission reporting system to allow internet-based reporting with up-to-date tools and methodology	\$242,000	<ul style="list-style-type: none"> Detailed planning and architecture sessions completed Approved by the Board March 3, 2017 	Task order set to start
Web Application and CLASS Systems Maintenance and Support	On-demand support for minor enhancements, upgrades, and maintenance of the SCAQMD suite of CLASS systems and Web Applications, Web Services, and Web Application Program Interfaces (APIs)	\$103,000	<ul style="list-style-type: none"> Planning sessions in progress to finalize and prioritize work items for the upcoming period Approved by the Board March 3, 2017 	Task order set to start
Air Quality Index Rewrite and Migration	Develop a new Web Service and/or Web API to migrate the Air Quality Index function from the FORTRAN computer to STA's data management system.	\$60,000	<ul style="list-style-type: none"> Work statement completed Approved by the Board March 3, 2017 	Task order set to start