

BOARD MEETING DATE: December 1, 2023

AGENDA NO. 16

REPORT : 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 South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, November 9, 2023, Reviewed

RECOMMENDED ACTION :
Receive and file.

Wayne Natri
Executive Officer

RMM:XC:DD:HL:dc

Background

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

Summary of Report

The attached report identifies the major projects/contracts or purchases that are ongoing or 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
December 1, 2023 Board Meeting
Status Report on Ongoing and Upcoming Projects for
Information Management

AQ-SPEC Cloud Platform Phase 2	
Brief description	Integrate separate data systems into the AQ-SPEC cloud-based platform to manage data and build interactive data visualizations and data dashboards for web-based viewing
Estimated project cost	\$313,350
Overall project status	In Progress
Est. date of completion	4/25/24
Percentage complete	39%
LAST 30 days	<ul style="list-style-type: none"> • System development in progress
NEXT 30 days	<ul style="list-style-type: none"> • System development in progress

PeopleSoft Electronic Requisition	
Brief description :	This will allow submittal of requisitions online, tracking multiple levels of approval, electronic archival, pre-encumbrance of budget, and streamlined workflow
Estimated project cost	\$75,800
Overall project status	In Progress
Est. date of completion	1/15/24
Percentage complete	90%
LAST 30 days	<ul style="list-style-type: none"> • Deployed to Production for Administrative and Human Resources
NEXT 30 days	<ul style="list-style-type: none"> • Training and Integrated User Testing for other divisions

Warehouse Indirect Source Rule Online Reporting Portal Phase 4	
Brief description:	Development of online reporting portal for Rule 2305 -Warehouse Indirect Source
Estimated project cost	\$250,000
Overall project status	In Progress
Est. date of completion	12/29/23
Percentage complete	25%
LAST 30 days	<ul style="list-style-type: none"> • Phase 4 System Development in Progress
NEXT 30 days	<ul style="list-style-type: none"> • Phase 4 System Development in Progress

Online Application Filing	
Brief description	Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for staff
Estimated project cost	\$525,000
Overall project status	In Progress
Est. date of completion	12/01/23
Percentage complete	90%
LAST 30 days	<ul style="list-style-type: none"> • User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms). • User Acceptance Testing of next set of Rule 222 forms .
NEXT 30 days	<ul style="list-style-type: none"> • User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms • User Acceptance Testing of next set of Rule 222 forms

Agenda Tracking System	
Brief description	Develop new Agenda Tracking System for submittal, review and approval of Governing Board meeting agenda items
Estimated project cost	\$250,000
Overall project status	In Progress
Est. date of completion	12/28/23
Percentage complete	66%
LAST 30 days	<ul style="list-style-type: none"> • System Development in progress
NEXT 30 days	<ul style="list-style-type: none"> • System Development in progress

Source Test Tracking System (STTS)	
Brief description	Online STTS will keep track of timelines and quantify the number of test protocols and reports received. System will provide an external online portal to submit source testing protocols and reports, track the review process, and provide integration to all other business units. It will also provide an external dashboard to review the status of a submittal
Estimated project cost	\$250,000
Overall project status	In Progress
Est. date of completion	12/01/23
Percentage complete	95%
LAST 30 days	<ul style="list-style-type: none"> • Complete d initial Source Test Submittals with regulated community volunteers
NEXT 30 days	<ul style="list-style-type: none"> • Working on going live

Compliance System	
Brief description	Develop new Compliance System to help streamline the compliance business process. The new system will provide full integration of incident management, inspection process, field operations and operations dashboard.
Estimated project cost	\$450,000
Overall project status	In Progress
Est. date of completion	8/21/24
Percentage complete	14%
LAST 30 days	<ul style="list-style-type: none"> • Planning phase completed
NEXT 30 days	<ul style="list-style-type: none"> • System development in progress

Website Upgrade	
Brief description	Upgrade the Website Content Management System to latest version
Estimated project cost	\$100,000
Overall project status	In Progress
Est. date of completion	1/12/24
Percentage complete	85%
LAST 30 days	<ul style="list-style-type: none"> • Integration testing of enhancements
NEXT 30 days	<ul style="list-style-type: none"> • Streamline publishing process

Prequalify Vendor List for PCs, Network Hardware, etc.	
Brief description	Establish list of prequalified vendors to provide computer, network, and printer hardware and software, and to purchase desktop computer hardware upgrades
Estimated project cost	\$300,000
Overall project status	In Progress
Est. date of completion	2/2/2024
Percentage complete	20%
LAST 30 days	<ul style="list-style-type: none"> • Developed RFQQ • Released RFQQ on November 3, 2023
NEXT 30 days	<ul style="list-style-type: none"> • Approve Vendors List February 2, 2024

Renewal of HP Server Maintenance & Support	
Brief description	Purchase of maintenance and support services for servers and storage device
Estimated project cost	\$175,000
Overall project status	In Progress
Est. date of completion	4/30/2024
Percentage complete	0%
LAST 30 days	
NEXT 30 days	<ul style="list-style-type: none"> Request Board approval for HP server maintenance and support April 5, 2024 Execute purchases April 30, 2024

Renewal of OnBase Software Support	
Brief description	Authorize the sole source purchase of OnBase software subscription and support for one year
Estimated project cost	\$175,000
Overall project status	In Progress
Est. date of completion	7/30/2024
Percentage complete	0%
LAST 30 days	
NEXT 30 days	<ul style="list-style-type: none"> Request Board Approval June 7, 2024 Execute purchase July 30, 2024

Projects that have been completed within the last 12 months are shown below

COMPLETED PROJECTS	
PROJECT	DATE COMPLETED
PeopleSoft HCM (Human Capital Management) upgrade	October 24, 2023
Carl Moyer Program GMS	October 4, 2023
Legal Office System - Phase 2	August 31, 2023
Oracle PeopleSoft Software Support	August 31, 2023
PeopleSoft E-Requisition deployment for IM division	August 22, 2023
Renewal of OnBase Software Support	July 31, 2023
Air Quality Advisory Enhancement	June 30, 2023
WAIRE Program Online Portal - Initial Site Information Report Enhancement	May 26, 2023
Renewal of HP Server Maintenance & Support	April 30, 2023
Purchase of Server and Storage Upgrades	April 30, 2023
Rule 1180 Monitoring Site and Notification Updates	March 30, 2023
WAIRE Program Online Portal - Owner AWR Enhancement	February 22, 2023
Phone System Upgrade	January 28, 2023