

BOARD MEETING DATE: June 1, 2018

AGENDA NO. 15

**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 SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

**COMMITTEE:** Administrative, May 11, 2018; Reviewed

**RECOMMENDED ACTION:**  
Receive and file.

Wayne Nastri  
Executive Officer

RMM:MAH:OSM:agg

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### **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 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**  
**June 1, 2018 Board Meeting**  
**Information Management Status Report on Major Ongoing and**  
**Upcoming Projects During the Next Six Months**

<b>Project</b>	<b>Brief Description</b>	<b>Budget</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
Implementation of Enterprise Geographic Information System (EGIS)	Support accomplishment of the agency's mission through the effective and cost-efficient implementation of EGIS and related technologies	\$173,255	<ul style="list-style-type: none"> <li>• Completed all of the nine prioritized EGIS projects:               <ul style="list-style-type: none"> <li>○ EGIS Program Management</li> <li>○ EGIS Data Governance</li> <li>○ GIS Data Maintenance Workflow Design</li> <li>○ System Installation, Configuration and Phasing Plan</li> <li>○ ESRI Software Installation, Configuration, Testing and Training</li> <li>○ Enterprise Geodatabase Implementation</li> <li>○ Enterprise GIS Data Maintenance</li> <li>○ AirVision GIS Integration</li> <li>○ Open Data Portal</li> </ul> </li> </ul>	Completion date: May 30. This project was completed within budget and ahead of schedule.
Fiber Cable Network Infrastructure Upgrade	Replace the existing fiber network cable infrastructure to support core computer networking (interconnect) in the agency; the Fiber Network Cable System will support higher bandwidth (min. 10 Gbps) from current (1 Gbps) to support increasing computing demands	\$311,202	<ul style="list-style-type: none"> <li>• Released RFP November 3, 2017</li> <li>• Awarded contract to Digital Networks Group, Inc.</li> <li>• Fiber cable installation completed</li> </ul>	Completion date: May 30. This project was completed within budget and ahead of schedule.

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 1	New Web application to automate the filing of all permit applications with immediate processing and issuance of permits for specific application types: Dry Cleaners (DC), Gas Stations (GS) and Automotive Spray Booths (ASB)	Phase 1 \$450,000  Phase 1.1 \$200,000	<ul style="list-style-type: none"> <li>Phase 1 400A Form Filing and DC permit processing application complete and deployed to production</li> <li>Phase 1.1 DC with Facility ID integration completed and deployed to production</li> <li>Phase 1.1 GS and ASB permit processing modules enhanced to support R1401 rule changes. Final acceptance testing completed and staged for deployment</li> </ul>	<ul style="list-style-type: none"> <li>Full deployment of GS and ASB modules</li> </ul>
Permitting System Automation Phase 2	Enhanced Web application to automate permit application process for Registration Equipment, IC Engines, and Vapor Recovery systems; and implement electronic permit folder and workflow for internal SCAQMD users	\$610,000	<ul style="list-style-type: none"> <li>Phase 2 task order issued and awarded</li> </ul>	<ul style="list-style-type: none"> <li>Start of Phase 2 development work scheduled for June, 2018</li> </ul>
Air Quality Index Rewrite and Migration	Develop new Web Service and/or Web Application Program Interface to migrate Air Quality Index function from FORTRAN computer to STA's data management system	\$83,700	<ul style="list-style-type: none"> <li>AQI Calculation Web Service and Hourly Update development modified and enhanced to support AQ Sensors</li> <li>Development work and initial acceptance testing completed</li> </ul>	<ul style="list-style-type: none"> <li>Parallel testing June 30, 2018</li> </ul>

<b>Project</b>	<b>Brief Description</b>	<b>Budget</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
Information Technology Review Implementation	Complete Board requested Information Technology review and initiate work on implementation of key recommendations	\$75,000	<ul style="list-style-type: none"> <li>• Initiated Implementation Planning and Resource Requirements for key recommendations</li> <li>• Completed Steering Committee charter and agenda</li> <li>• Conducted recruitment process to fill Systems &amp; Programming Supervisor position</li> <li>• Scheduled and completed Microsoft Project Plan training for all IM Managers, Supervisors and Secretaries</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Implementation Plan Preparation</li> <li>• Information Technology Steering Committee kickoff meeting</li> <li>• Office 365 Deployment planning</li> <li>• Evaluation and selection of Project Management software for IM team</li> </ul>
Permit Application Status and Dashboard Statistics	New Web application to allow engineers to update intermediate status of applications; create dashboard display of status summary with link to FIND for external user review	\$104,591	<ul style="list-style-type: none"> <li>• Task order issued and awarded</li> <li>• Project started April 10, 2018</li> </ul>	<ul style="list-style-type: none"> <li>• Requirements gathering work in progress; Business Process Model and Wire Frame deliverables</li> </ul>
Agenda Tracking System Replacement	Replace aging custom agenda tracking system with 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"> <li>• Released RFP December 4, 2015</li> <li>• Awarded contract April 1, 2016</li> <li>• Continued parallel testing</li> <li>• Conducted survey of stakeholder satisfaction</li> <li>• As a result of the survey responses, the decision was made to develop a custom user interface for the application.</li> </ul>	<ul style="list-style-type: none"> <li>• Revise project scope to include custom user interface</li> <li>• Develop plan and schedule for revised scope</li> </ul>

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Replace Your Ride (RZR)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$211,820	<ul style="list-style-type: none"> <li>Phase 2 Fund Allocation, Administration and Management Reporting modules deployed and in production</li> </ul>	<ul style="list-style-type: none"> <li>Phase 3 collaboration with air districts for possible statewide RZR implementation</li> </ul>
Legal Division New System Development	Develop new web-based case management system for Legal Division to replace existing JWorks System	\$500,000	<ul style="list-style-type: none"> <li>New system development for Legal Division approved March 2, 2018</li> </ul>	<ul style="list-style-type: none"> <li>Task order issuance, evaluation and award</li> </ul>
Document Conversion Services	Document Conversion Services to convert paper documents stored at SCAQMD facilities to electronic storage in OnBase	\$82,000		<ul style="list-style-type: none"> <li>Release RFP July 6, 2018</li> <li>Approve qualified vendors October 5, 2018</li> </ul>

Shaded Projects – Projects completed and will be removed from this list on subsequent reports

Completed Projects	
Project	Date Completed
CLASS Database Software Licensing and Support	November 30, 2017
Website & Evaluation Improvements	January 6, 2018
Information Technology Review	January 31, 2018
Prequalify Vendor List for PCs, Network Hardware, etc.	February 3, 2018
Renewal of HP Server Maintenance & Support	April 6, 2018
Implementation of Enterprise Geographic Information System (EGIS)	May 30, 2018
Fiber Cable Network Infrastructure Upgrade	May 30, 2018