

BOARD MEETING DATE: November 3, 2023

AGENDA NO. 13

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, October 13, 2023, Reviewed

RECOMMENDED ACTION:  
Receive and file.

Wayne Natri  
Executive Officer

RMM:XC:DD:HL:dc

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### **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

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<b>AQ-SPEC Cloud Platform Phase 2</b>	
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	4/19/24
Percentage complete	34%
LAST 30 days	<ul style="list-style-type: none"> <li>• Data Model Design completed</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>• System development in progress</li> </ul>

<b>PeopleSoft Electronic Requisition</b>	
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	88%
LAST 30 days	<ul style="list-style-type: none"> <li>• Deployed to Production for Information Management division</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>• Training and Integrated User Testing for other divisions</li> </ul>

<b>Warehouse Indirect Source Rule Online Reporting Portal Phase 4</b>	
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	Schedule will be available after Planning phase is completed
Percentage complete	10%
LAST 30 days	<ul style="list-style-type: none"> <li>• Phase 4 Enhancements – Planning completed</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>• Phase 4 Enhancements - Systems Development</li> </ul>

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<b>Online Application Filing</b>	
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	10/27/23
Percentage complete	90%
LAST 30 days	<ul style="list-style-type: none"> <li>System Development for Phase 3 of the project (final twelve 400-E-XX forms) completed</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>Complete User Acceptance Testing and deployment to production of Phase 1 of the project (first ten 400-E-XX forms)</li> <li>Complete User Acceptance Testing and deployment to production of next set of Rule 222 forms</li> </ul>

<b>Carl Moyer Program GMS</b>	
Brief description	Development of simplified and streamlined Online Grant Management System (GMS) Portal for Carl Moyer Program
Estimated project cost	\$116,275
Overall project status	In Progress
Est. date of completion	12/8/23
Percentage complete	93%
LAST 30 days	<ul style="list-style-type: none"> <li>Phase 2 – Inspection Module reports development has been completed</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>Inspection Module and Reports User Acceptance Testing underway</li> <li>Phase 3 – Planning for Phase 3</li> </ul>

<b>Agenda Tracking System</b>	
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	60%
LAST 30 days	<ul style="list-style-type: none"> <li>System Development in progress</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>System Development in progress</li> </ul>

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<b>PeopleSoft HCM (Human Capital Management) upgrade</b>	
Brief description	Upgrade PeopleSoft HCM product to latest tools and image level to maintain regulatory and functional support
Estimated project cost	\$180,000
Overall project status	In Progress
Est. date of completion	10/31/23
Percentage complete	86%
LAST 30 days	<ul style="list-style-type: none"> <li>• User Training completed</li> <li>• User Acceptance Testing completed</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>• Deployment to production</li> </ul>

<b>Source Test Tracking System (STTS)</b>	
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	93%
LAST 30 days	<ul style="list-style-type: none"> <li>• Deployed to production environment</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>• Complete initial Source Test Submittals with regulated community volunteers</li> </ul>

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<b>Compliance System</b>	
Brief description	Develop new Compliance System to help streamline the compliance business process
Estimated project cost	\$450,000
Overall project status	In Progress
Est. date of completion	8/21/24
Percentage complete	10%
LAST 30 days	<ul style="list-style-type: none"> <li>Detailed Requirement gathering in progress</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>Detailed requirement gathering in progress</li> </ul>

<b>Website Upgrade</b>	
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	81%
LAST 30 days	<ul style="list-style-type: none"> <li>Development of enhancements based on industry best practices completed</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>Integration testing of enhancements</li> </ul>

<b>Prequalify Vendor List for PCs, Network Hardware, etc.</b>	
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"> <li>Developed RFQQ</li> </ul>
NEXT 30 days	<ul style="list-style-type: none"> <li>Release RFQQ November 3, 2023</li> <li>Approve Vendors List February 2, 2024</li> </ul>

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<b>Renewal of HP Server Maintenance &amp; Support</b>	
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"> <li>• Request Board approval for HP server maintenance and support April 5, 2024</li> <li>• Execute purchases April 30, 2024</li> </ul>

<b>Renewal of OnBase Software Support</b>	
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"> <li>• Request Board Approval June 7, 2024</li> <li>• Execute purchase July 30, 2024</li> </ul>

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Projects that have been completed within the last 12 months are shown below	
COMPLETED PROJECTS	
PROJECT	DATE COMPLETED
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
Legal Office System – Phase 2.1	June 7, 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