

Project Status Report

Project Name	2063-099 CADD Implementation Project	Project Summary - The Implementation Project continues in Phase 2.0 – Workflow Validation, as scheduled. All project tasks and activities are being actively managed and completed per the project plan and timeline. No obstacles to report currently.
Project Managers	Kathy James, Patrick Lane, Matt Vega (U.S.CAD)	
Status Date	04-Jan-2022	

Project Key Parameters	Comments
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Schedule	On-Track / Delayed / Off-track	The project is meeting its intended schedule
Resources	On-Track / Delayed / Off-track	All required resources are available
Scope	On-Track / Delayed / Off-track	Project is within defined scope of services

Project Schedule

9/13/21	10/1/21	11/1/21	12/1/21	1/1/22	2/1/22	3/1/22
Phase 2.0 – Workflow Validation 9/14/21 – 1/31/22					Phase 3.0 – Configuration & Deployment 1/31/22 – 7/29/2022	
TASK - Discovery Workshops 9/16/21 – 10/5/21 GIS, ECCB, Photogrammetry, Geotech			TASK - Validate Workflows 12/6/21 – 3/4/2022 Production Project (FIT/GAP All Areas) Review Summaries from Discovery Review Sessions Functional Change Management activities			
Deliverable – Project Management Plan 9/13/2021		DELIVERABLE - Discovery Review Workshops 9/29/21 - 10/31/21		TASK - Environmental Config. Planning 1/04/21 – 2/11/2022		
DELIVERABLE - Review Findings Summaries 10/14/21 - 11/19/21				TASK – Develop Training Plan 1/17/2022 – 3/7/22		
TASK - Discovery Review Sessions 9/29/01 - 10/29/21 R/W, Road, Bridge, Traffic, Hydraulics			DELIVERABLE – Fit/Gap 3/31/2022			
TASK - StateKit Testing and Development 8/2/21 – 7/22/22						

Project Risks and Issues (Top 3)

Risk	Risk / Issue Description	Status	Current/Planned Activities
Risk 1	Staff feelings of fear, change, concern; Staff resistance to standardized workflows	Open	Q & A Sessions; Communications; Early Adopters; Executive Management commitment to provide resources and support to staff. Develop a training and mentoring plan
Risk 2	StateKit (workspace) not fully mature when needed	Open	Enlisting many resources to assist in development (ESS-CADD, Autodesk, US CAD, EnvisionCAD)
Risk 3	Migration of legacy survey data may negatively impact the migration timeline	Open	Working with Autodesk, US CAD and XRAM Inc. to develop a migration tool for legacy survey data

Accomplishments / Milestones

Findings Summaries for Traffic Design and Road Design approved. The team continued mentoring sessions with the Early Adopter Team and working on the Production Project Fit/Gap. The team began work on the Training Plan outline, ahead of schedule.

Budget

Total Budget: \$554,590	Payments: \$184,863	Balance: \$628,535
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