

## Project Status Report

<b>Project Name</b>	2063-099 CADD Implementation Project	<b>Project Summary</b> - 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.
<b>Project Managers</b>	Kathy James, Patrick Lane, Matt Vega (U.S.CAD)	
<b>Status Date</b>	3-Nov-2021	

Project Key Parameters		Comments
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	
<b>Phase 2.0 – Workflow Validation</b> 9/14/21 – 1/31/22					<b>Phase 3.0 – Configuration &amp; Deployment</b> 1/31/21 – 7/29/2022	
<b>TASK - Discovery Workshops</b> 9/16/21 – 10/5/21 GIS, ECCB, Photogrammetry, Geotech		<b>TASK- Validate Workflows</b> 11/01/21 – 1/24/2022 Production Project (FIT/GAP All Areas) Review Summaries from Discovery Review Sessions Functional Change Management activities				
<b>Deliverable – Project Management Plan</b> 9/13/2021	<b>DELIVERABLE - Discovery Review Workshops</b> 9/29/21 - 10/31/21				<b>TASK- Environmental Config. Planning</b> 1/04/21 – 2/11/2022	
		<b>DELIVERABLE - Review Findings Summaries</b> 10/14/21 - 11/19/21				<b>TASK – Develop Training Plan</b> 1/17/2022 – 3/7/22
<b>TASK- Discovery Review Sessions</b> 9/29/01 - 10/29/21 R/W, Road, Bridge, Traffic, Hydraulics					<b>DELIVERABLE – Fit/Gap</b> 1/31/2022	
<b>TASK- StateKit Testing and Development</b> 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	Open	Q & A Sessions; Communications; Early Adopters; Executive Management commitment to provide resources and support to staff.
Risk 2	Staff resistant to standardized workflows and process, prefer the status quo	Open	Develop a strategy to explain the change including benefits and goals; Provide short videos and walkthroughs for workflows
Risk 3	Staff resistant to change	Open	Develop a training and mentoring plan

### Accomplishments / Milestones

The final Documented Discoveries for Geotechnical and Pavement were delivered. Five functional area Discovery Review Workshops were conducted. Review Workshop Discovery write-up deliveries are underway as well as preparations for the Fit/Gap Production Project and New Workflow Development. The team began preparations for the Production Project by creating an Early Adopter Team and aligning resources with U.S. CAD and Autodesk.

### Budget

Total Budget: \$739,453	Payments: \$73,945	Balance: \$665,508
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