

**Oakland County
Department of Information Technology
Project Scope and Approach**

Project Name: NetRMS Program Management

Project ID: DF5231PM

Leadership Group: CLEMIS			
Department: Information Technology		Division: CLEMIS	
Project Sponsor: Joe Sullivan	Date Requested: 07/14/05	PM Customer No. 231	
Request Type: <i>New Development</i>			
IT Team Name: Law Enforcement / Public Safety		IT Team No: F	
Project Manager/Leader: Vickie Aldred			
Account Number: 95409	Account Description: Crisnet / CLEMIS LRMS	Customer Name:	IT-CLEMIS
Grant Funded? <u>No</u>		Mandate?	<u>No</u>
		Mandate Source:	

Project Goal

To co-ordinate the NetRMS program so that efficient management of the project can be achieved by September 2006.

Business Objective

Coordinate the work of Technical resources. Manage resources and Project deliverables. Improve customer satisfaction and improve project control. Provide technical expertise and system training for the Police Departments.

Major Deliverables

- Project tracking/replanning
- Scope management
- Status report

Approach

- Perform weekly project tracking/replanning
- Manage scope increase/decrease
- Plan and attend status meetings
- Coordinate/assist with user training

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Benefits

See Return on Investment (ROI) Analysis Document

Not Applicable at program level.

Impact

Number of Users 4500+

Divisions 82 current participating CLEMIS agencies

Leadership Groups CLEMIS

Risk

Business Environment High – project will require some changes to existing business processes.

Technical Environment Medium – previously implemented technologies with new aspects and/or new requirements.

Assumptions

Staffing Resources will be available for the hours indicated per the attached project plan.

The following roles and resources' availability will be as follows:

<u>Role:</u>	<u>Name</u>	<u>Hours per Day</u>
Project Sponsor:	Joe Sullivan	
Project Manager:	Vickie Aldred	3.0
Source System Expert:	Linda Childers	4.0
Training Specialist	Laura Harper	5.9
Training Specialist	Charles Meyers	8.0
Training Specialist	Barb Wolfe	8.0
Training specialist	Generic	8.0
Programmer/Analyst:	John Hoppesch	3.0
Programmer/Analyst:	Kris Wanintradul	3.0

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Facilities

- Facilities used for CLEMIS training will be at the IT Building, Troy Training Facility and may be conducting training at remote agencies sites during the roll out like Livonia PD, Dearborn Heights PD etc..
- Project staff will need access to the CLEMIS servers on a regular basis.

Technical

Funding

- IT

Other

-

Priority

01B

Constraints

- Only tasks that come under the Project management Phase will be covered under this project

Exclusions

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PROJECT PHASE AUTHORIZATION

Phase(s): Project Administration			
Total Estimated Application Services	Hours:	Cost:	
Total Estimated Technical Systems	Hours:	Cost:	
Total Estimated eGovernment Services	Hours:	Cost:	
Total Estimated CLEMIS	Hours:	818	Cost: \$83,461
Total Estimated Internal Services	Hours:	Cost:	
IT Application Services Division Manager Approval:			Date:
IT Technical Systems Division Manager Approval:			Date:
IT eGovernment Services Division Manager Approval:			Date:
IT CLEMIS Division Manager Approval:			Date:
IT Internal Services Division Manager Approval:			Date:
IT Resource Manager Approval:			Date:
IT Resource Manager Approval:			Date:
IT Resource Manager Approval:			Date:
IT Resource Manager Approval:			Date:
IT Resource Manager Approval:			Date:
IT Management Approval:			
Approved: Yes No			Date:
Reason:			
Project Sponsor Approval:			
Title:			Date:

PROJECT SUMMARY

Authorized Development (see above)	Hours:	818	Cost: \$83,461
Preliminary Estimated Development for Future Phases	Hours:		Cost:
Grand Total Estimated Development	Hours:	818	Cost: \$83,461

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PROJECT COMPLETION AUTHORIZATION

Customer Acceptance of Product:	
Title:	Date:
Project Office Review:	Date: