

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

**Project Name: Wellness Challenge Initiative**

**Project ID: DA6154WI**

<b>Leadership Group: Financial/Admin</b>			
<b>Department: Human Resources</b>		<b>Division: Human Resources</b>	
<b>Project Sponsor: Cathy Shallal</b>	<b>Date Requested: 5/20/2006</b>	<b>PM Customer No. 154</b>	
<b>Request Type: New Development</b>			
<b>IT Team Name: Finance/Admin</b>		<b>IT Team No: A</b>	
<b>Project Manager/Leader: Chithra Chakrapani</b>			
<b>Account Number: 44044</b>	<b>Account Description: PER New Development</b>	<b>Customer Name:</b>	<b>Human Resources</b>
<b>Grant Funded?</b>	<b>No</b>	<b>Mandate?</b>	<b>No</b>
		<b>Mandate Source:</b>	

**Project Goal**

To develop an internet program on an OakSource Wellness site to provide employees general information regarding wellness topics, events, and links to other sites, means to register and record their health and fitness activities so that points can accurately be calculated and feed back given to employees through a secured site by September 2006

**Business Objective**

To deliver a Wellness program to provide all employees an opportunity to participate in health education and promotion activities with the convenience of registering and logging activities via the internet. Provide Wellness reports that will show employees their progress.

**Major Deliverables**

**Approach**

**Major Deliverables**

**Approach**

**Business Objective**

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**Major Deliverables**

**Approach**

**Business Objective**

**Major Deliverables**

**Approach**

**Benefits**

*See Return on Investment (ROI) Analysis Document*

**Impact**

**Number of Users**      **All County employees**

**Divisions**              **All**

**Leadership Groups**

**Risk**

**Business Environment**

- **Medium** – Project requires some changes to existing Business Process

**Technical Environment**

- **Medium** - Previously implemented technologies, new requirements

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**Assumptions**

**Staffing** IT Staffing: resources will be available for the hours indicated per the attached project plan.

Other Staffing: additional staffing will be available as follows:

<b><u>Role:</u></b>	<b><u>Name</u></b>	<b><u>Hours per Day</u></b>
Project Sponsor	Cathy Shallal	

**Facilities**

**Technical**

**Funding**

- 

**Other**

- None

**Priority**

**Constraints**

- 
- 

**Exclusions**

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## PROJECT PHASE AUTHORIZATION

<b>Phase(s): Preliminary estimate</b>		
<b>Total Estimated Application Services</b>	<b>Hours: 315</b>	<b>Cost: \$38,430</b>
<b>Total Estimated Technical Systems</b>	<b>Hours:</b>	<b>Cost:</b>
<b>Total Estimated eGovernment Services</b>	<b>Hours:</b>	<b>Cost:</b>
<b>Total Estimated CLEMIS</b>	<b>Hours:</b>	<b>Cost:</b>
<b>Total Estimated Internal Services</b>	<b>Hours:</b>	<b>Cost:</b>
<b>IT Application Services Division Manager Approval:</b>		<b>Date:</b>
<b>IT Technical Systems Division Manager Approval:</b>		<b>Date:</b>
<b>IT eGovernment Services Division Manager Approval:</b>		<b>Date:</b>
<b>IT CLEMIS Division Manager Approval:</b>		<b>Date:</b>
<b>IT Internal Services Division Manager Approval:</b>		<b>Date:</b>
<b>IT Resource Manager Approval:</b>		<b>Date:</b>
<b>IT Resource Manager Approval:</b>		<b>Date:</b>
<b>IT Resource Manager Approval:</b>		<b>Date:</b>
<b>IT Resource Manager Approval:</b>		<b>Date:</b>
<b>IT Resource Manager Approval:</b>		<b>Date:</b>
<b>IT Management Approval:</b>		
Approved:            Yes            No		<b>Date:</b>
Reason:		
<b>Project Sponsor Approval:</b>		
Title:		<b>Date:</b>

## PROJECT SUMMARY

<b>Authorized Development (see above)</b>	<b>Hours: 315</b>	<b>Cost: \$38,430</b>
<b>Preliminary Estimated Development for Future Phases</b>	<b>Hours:</b>	<b>Cost:</b>
<b>Grand Total Estimated Development</b>	<b>Hours: 315</b>	<b>Cost: \$38,430</b>

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## PROJECT COMPLETION AUTHORIZATION

<b>Customer Acceptance of Product:</b>	
Title:	Date:
<b>Project Office Review:</b>	
Date:	

The screenshot shows the 'Open Workbench' application window. The main area displays a table of project phases with their respective estimated hours and costs. The table is as follows:

Type	ID	Task Name	Estimated Hours	Estimated Cost	Estimate Notes
Phase	000000	PROJECT MANAGEMENT	71	\$8,662.0	
Phase	040000	BUSINESS SYSTEM DESIGN	28	\$3,416.0	
Phase	050000	TECHNICAL DESIGN	38	\$4,636.0	
Phase	060000-0	PROGRAMMING	150	\$18,300.0	
Phase	070000	IMPLEMENTATION	14	\$1,708.0	
Phase	080000	POST IMPLEMENTATION SUPPORT	14	\$1,708.0	
			315	\$38,430.00	

The interface also includes a left-hand navigation pane with various project management options like 'Master Planning', 'Customer Reporting', and 'Scope Change'. The taskbar at the bottom shows the Start button and several open applications including Outlook, Clarity, and the current Open Workbench window.

**Oakland County**  
**Wellness Challenge initiative**  
 Return on Investment Analysis

*Project Summary*

Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
<b>Benefits/Savings:</b>							
Tangible Benefits Subtotal:	327,600	340,704	354,332	368,505	383,246	398,575	2,172,963
Cost Avoidance Subtotal:	0	0	0	0	0	0	0
<b>Costs:</b>							
Development Services Subtotal:	38,430	0	0	0	0	0	38,430
Hardware Subtotal:	0	0	0	0	0	0	0
Software Subtotal:	0	0	0	0	0	0	0
Infrastructure Subtotal:	0	0	0	0	0	0	0
Training Subtotal:	0	0	0	0	0	0	0
Other Subtotal:	0	0	0	0	0	0	0
<b>Annual Statistics:</b>							
Annual Total Savings	327,600	340,704	354,332	368,505	383,246	398,575	2,172,963
Annual Total Costs	38,430	0	0	0	0	0	38,430
Annual Return on Investment	289,170	340,704	354,332	368,505	383,246	398,575	2,134,533
Annual Costs/Savings Ratio	11.73%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>Project Cumulative Statistics:</b>							
Cumulative Total Savings	327,600	668,304	1,022,636	1,391,142	1,774,387	2,172,963	2,172,963
Cumulative Total Costs	38,430	38,430	38,430	38,430	38,430	38,430	38,430
Cumulative Return on Investment	289,170	629,874	984,206	1,352,712	1,735,957	2,134,533	2,134,533
Cumulative Cost/Savings Ratio	11.73%	5.75%	3.76%	2.76%	2.17%	1.77%	1.77%
Year Positive Payback Achieved	Year 1						Year 1
State or Federal Mandate?							
<b>Signatures:</b>							
Benefits Reviewed By Project Sponsor	Date: _____						
Costs (including IT Resources) Reviewed By Information Technology Project Manager	Date: _____						
Costs (including IT Resources) Reviewed By Technical Services Manager	Date: _____						







**Oakland County**  
**Wellness Challenge initiative**  
 Return on Investment Analysis

*Cost Summary*

<b>Cost Description</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>	<b>Total</b>
<b>Development Services:</b>							
IT Hours - New Development	38,430						38,430
IT Hours - System Maintenance		0	0	0	0	0	
User Hours - New Development							
User Hours - PTNE/OT							
Contractor Professional Services							
<i>Development Services Subtotal:</i>	<b>38,430</b>						<b>38,430</b>
<b>Hardware:</b>							
<i>Hardware Subtotal:</i>							
<b>Software:</b>							
<i>Software Subtotal:</i>							
<b>Infrastructure:</b>							
<i>Infrastructure Subtotal</i>							
<b>Training:</b>							
<i>Training Subtotal:</i>							
<b>Other:</b>							
<i>Other Subtotal:</i>							
<b>Costs Total:</b>	<b>38,430</b>						<b>38,430</b>

