

Oakland County Department of Information Technology Project Scope and Approach

Project Name: PSFT Budget Module –Install DEMO

Project ID:DA7126BD

Leadership Group: Finance/Admin			
Department: Management & Budget		Division: Fiscal Services	
Project Sponsor: Art Holdsworth	Date Requested: 9/28/2007	PM Customer No. 126	
Request Type:	<u>New Development</u>	<i>Enhancement</i>	<i>Customer Support</i>
	<i>Planned System Maintenance or Upgrade</i>		
IT Team Name: Finance/Admin		IT Team No: A	
Project Manager/Leader: Chithra Chakrapani			
Account Number: 44024	Account Description: FS-New Development	Customer Name:	Fiscal Services
Grant Funded? Yes No	Mandate?	Yes	No
	Mandate Source:		

Project Goal

To establish a DEMO environment for the PeopleSoft Budget module v9.0, so that the Budget analysts can evaluate the functionalities.

Business Objective

Install a DEMO version of PeopleSoft Budget module version 9.0

Major Deliverables

- PeopleSoft Budget module installed on the DEMO database.
- Application/Batch/Web servers configured to access the DEMO database.

Approach

- Order software from PeopleSoft
- Identify available hardware to be used for the project
- Copy files from CD
- Verify Scripts
- Verify operating system and database requirements
- Install Oracle
- Run scripts to build the DEMO database
- Configure APP/Batch/Web servers
- Test the DEMO Database
- Release application to customer
- Support customer

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Benefits

Ensuring that the County implements the best possible integrated budgeting tool, allowing staff to better optimize expenditures with given revenue levels.

Impact – DEMO only

Number of Users 5

Divisions Fiscal Services - Budget

Leadership Groups Finance/Admin

Risk

- **Business Environment** **Low** – no impact to existing Business Process
- **Technical Environment** **Low** – proven and previously implemented technologies

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:

<u>Role:</u>	<u>Name</u>	<u>Hours per Day</u>
Project Sponsor:	Art Holdsworth	Minimal
Project Coordinator	Jeff Phelps	Minimal

Facilities

- N/A
-

Technical

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Funding

- Fiscal Services operating budget

Other

-
-

Priority

Constraints

- Sufficient data may not be available on the DEMO database to create mini-budget scenarios.

Exclusions

- This project does not include the development of a test instance.

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PROJECT PHASE AUTHORIZATION

Phase(s): size estimate		
Total Estimated Application Services	Hours: 302	Cost: \$36,844
Total Estimated Technical Systems	Hours:	Cost:
Total Estimated eGovernment Services	Hours:	Cost:
Total Estimated CLEMIS	Hours:	Cost:
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 Management Approval:		
Approved: Yes No		Date:
Reason:		
Project Sponsor Approval:		
Title:		Date:

PROJECT SUMMARY

Authorized Development (see above)	Hours: 302	Cost: \$36,844.00
Preliminary Estimated Development for Future Phases	Hours:	Cost:
Grand Total Estimated Development	Hours: 302	Cost: \$36,844.00

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PROJECT COMPLETION AUTHORIZATION

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

The screenshot shows the 'Open Workbench' application window. The title bar reads 'Open Workbench - [PSFT Budget Module - Install DEMO - Size Estimate (+/- 10% to 50%)]'. The interface includes a menu bar (File, Edit, View, Tools, Window, Help), a toolbar, and a sidebar with various project management tools. The main area displays a table of size estimates for 'All Resources'.

Type	ID	Task Name	Estimated Hours	Estimated Cost	Estimate Notes
Phase	000000	PROJECT MANAGEMENT	68	\$8,296.0	
Phase	050000	TECHNICAL DESIGN	234	\$28,548.	
			302	\$36,844.00	

The sidebar on the left contains the following items: Favorites, Size Estimates, Size Estimate - Project Mgt Totals, Size Estimate - Scope Change Management, Size Estimate (+/- 10% to 50%), Size Estimates - Te..., Master Planning, Customer Reporting, Status Reporting, Closed Project, Variance Reporting, Scope Change, Enhancement Budget, Assurance & Compliance, Weekly Analysis, Weekly Tracking, Project Approval Packet, Mini Project Approval, Project Renegotiation.

At the bottom, the Windows taskbar shows the Start button and several open applications: Clarity :: Project Properti..., Open Workbench - [P..., Inbox - Microsoft Outlook, Microsoft Excel - ROI Bu..., PSFT Budget Module -In..., and the system clock shows 2:55 PM.

Oakland County
PSFT Budget Module –Install DEMO
 Return on Investment Analysis
 Project Summary

Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Benefits/Savings:							
Tangible Benefits Subtotal:	0	0	0	0	0	0	0
Cost Avoidance Subtotal:	1,000,000	1,050,000	1,102,500	1,157,625	1,215,506	1,276,282	6,801,913
Costs:							
Development Services Subtotal:	38,474	0	0	0	0	0	38,474
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
Annual Statistics:							
Annual Total Savings	1,000,000	1,050,000	1,102,500	1,157,625	1,215,506	1,276,282	6,801,913
Annual Total Costs	38,474	0	0	0	0	0	38,474
Annual Return on Investment	961,526	1,050,000	1,102,500	1,157,625	1,215,506	1,276,282	6,763,439
Annual Costs/Savings Ratio	3.85%	0.00%	0.00%	0.00%	0.00%	0.00%	
Project Cumulative Statistics:							
Cumulative Total Savings	1,000,000	2,050,000	3,152,500	4,310,125	5,525,631	6,801,913	6,801,913
Cumulative Total Costs	38,474	38,474	38,474	38,474	38,474	38,474	38,474
Cumulative Return on Investment	961,526	2,011,526	3,114,026	4,271,651	5,487,157	6,763,439	6,763,439
Cumulative Cost/Savings Ratio	3.85%	1.88%	1.22%	0.89%	0.70%	0.57%	0.57%
Year Positive Payback Achieved	Year 1						Year 1
State or Federal Mandate?							
Signatures:							
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
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 Return on Investment Analysis
 Cost Detail

Cost Description	Project Cost Category	Budget Category/Funding Source	Unit Desc	Units	Rate per Unit	Total Cost	Annual Multiplier
IT Hours - New Development	Development Svcs		HR	84	122	10,248	
IT Hours - Tech Hours	Development Svcs		HR	21	56	1,176	
IT Hours - DBA	Development Svcs		HR	93	122	11,346	
User Hours - PTNE/OT	Development Svcs					0	
Contractor Professional Services	Development Svcs		HR	104	151	15,704	
PC System - Acquisition	Hardware					0	
PC System - Maintenance	Hardware				2,304	0	
Notebook - Acquisition	Hardware					0	
Notebook - Maintenance	Hardware				2,372	0	
Mini Notebook - Acquisition	Hardware					0	
Mini Notebook - Maintenance	Hardware				2,196	0	
Laserprinter 1 - Acquisition	Hardware					0	
Laserprinter 1 - Maintenance	Hardware				1,104	0	
Laserprinter 2 - Acquisition	Hardware					0	
Laserprinter 2 - Maintenance	Hardware				1,208	0	
Laserprinter 3 - Acquisition	Hardware					0	
Laserprinter 3 - Maintenance	Hardware				1,860	0	
Image Workstations - Acquisition	Hardware					0	
Image Workstations - Maintenance	Hardware				3,496	0	
Terminals - Acquisition	Hardware					0	
Terminals - Maintenance	Hardware				644	0	
PRTR w/TERM ID - Acquisition	Hardware					0	
PRTR w/TERM ID - Maintenance	Hardware				1,072	0	
PRTR w/o TERM ID - Acquisition	Hardware					0	
PRTR w/o TERM ID - Maintenance	Hardware				1,072	0	
PC Maintenance User Owned	Hardware				2,304	0	
Printer Maintenance User Owned	Hardware				1,072	0	
Package Software - Acquisition	Software					0	
Package Software - Maintenance	Software					0	
Business Objects Access	Software					0	
Term Emulation SFTW-Acquisition	Software					0	

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Term Emulation SFTW-Maintenance	Software					0	
Server - Acquisition/Upgrade	Infrastructure		EA	0	10,000	0	
Server - Maintenance	Infrastructure		ANN	0	1,000	0	
Server Sftwre - Acquisition/Upgrade	Infrastructure					0	
Server Sftwre - Maintenance	Infrastructure					0	
Server Build	Infrastructure		HR			0	
TBD	Infrastructure					0	
TBD	Infrastructure					0	
TBD	Infrastructure					0	
Internet Access	Infrastructure					0	
Project Staff Training	Training					0	
User Training	Training					0	
						0	
						0	
						0	
						0	
						0	

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 Return on Investment Analysis
 Cost Detail

Cost Description	Project Cost Category	Affects Project ROI?						Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6	Y1	Y2	Y3	Y4	Y5	Y6
IT Hours - New Development	Development Svcs	X						10,248					
IT Hours - Tech Hours	Development Svcs	X						1,176					
IT Hours - DBA	Development Svcs	X						11,346					
User Hours - PTNE/OT	Development Svcs												
Contractor Professional Services	Development Svcs	X						15,704					
PC System - Acquisition	Hardware												
PC System - Maintenance	Hardware												
Notebook - Acquisition	Hardware												
Notebook - Maintenance	Hardware												
Mini Notebook - Acquisition	Hardware												
Mini Notebook - Maintenance	Hardware												
Laserprinter 1 - Acquisition	Hardware												
Laserprinter 1 - Maintenance	Hardware												
Laserprinter 2 - Acquisition	Hardware												
Laserprinter 2 - Maintenance	Hardware												
Laserprinter 3 - Acquisition	Hardware												
Laserprinter 3 - Maintenance	Hardware												
Image Workstations - Acquisition	Hardware												
Image Workstations - Maintenance	Hardware												
Terminals - Acquisition	Hardware												
Terminals - Maintenance	Hardware												
PRTR w/TERM ID - Acquisition	Hardware												
PRTR w/TERM ID - Maintenance	Hardware												
PRTR w/o TERM ID - Acquisition	Hardware												
PRTR w/o TERM ID - Maintenance	Hardware												
PC Maintenance User Owned	Hardware												
Printer Maintenance User Owned	Hardware												
Package Software - Acquisition	Software												
Package Software - Maintenance	Software												
Business Objects Access	Software												
Term Emulation SFTW-Acquisition	Software												

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Cost Description	Project Cost Category	Affects Project ROI?						Potential Cost Extensions					
		Y1	Y2	Y3	Y4	Y5	Y6	Y1	Y2	Y3	Y4	Y5	Y6
Term Emulation SFTW-Maintenance	Software												
Server - Acquisition/Upgrade	Infrastructure												
Server - Maintenance	Infrastructure												
Server Sftwre - Acquisition/Upgrade	Infrastructure												
Server Sftwre - Maintenance	Infrastructure												
Server Build	Infrastructure												
TBD	Infrastructure												
TBD	Infrastructure												
TBD	Infrastructure												
Internet Access	Infrastructure												
Project Staff Training	Training												
User Training	Training												

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Development Services:							
IT Hours - New Development	10,248						10,248
IT Hours - Tech Hours	1,176						1,176
IT Hours - DBA	11,346						11,346
User Hours - PTNE/OT							
Contractor Professional Services	15,704						15,704
<i>Development Services Subtotal:</i>	38,474						38,474
Hardware:							
<i>Hardware Subtotal:</i>							
Software:							
<i>Software Subtotal:</i>							
Infrastructure:							
<i>Infrastructure Subtotal</i>							
Training:							
<i>Training Subtotal:</i>							
Other:							
<i>Other Subtotal:</i>							
Costs Total:	38,474						38,474

