

# Oakland County Department of Information Technology Project Scope and Approach

**Project Name: Application Quality Assurance Process**

**Project ID: D76182AQ**

<b>Leadership Group: Internal Services</b>			
<b>Department: Information Technology</b>		<b>Division: Application Services</b>	
<b>Project Sponsor: Scott Oppmann</b>	<b>Date Requested: 3/6/2006</b>	<b>PM Customer No. 181</b>	
<b>Request Type:</b>	<u><i>New Development</i></u>	<i>Enhancement</i>	<i>Customer Support</i>
	<i>Planned System Maintenance or Upgrade</i>		
<b>IT Team Name: Land Application Services</b>		<b>IT Team No: 7</b>	
<b>Project Manager/Leader: Nikki White</b>			
<b>Account Number:</b> 17020	<b>Account Description:</b> IT Application Services	<b>Customer Name:</b>	Internal Services
<b>Grant Funded? Yes</b>	<u><b>No</b></u>	<b>Mandate? Yes</b>	<u><b>No</b></u>
		<b>Mandate Source:</b>	

## **Project Goal**

To review our current testing procedures and recommend a solution to ensure consistent and thorough testing of in-house developed programs so that testing results can be measurable by July 2007.

## **Business Objective**

To review current testing procedures and documents so a baseline can be established.

### **Major Deliverables**

- Detailed Project Plan
- Questionnaire for developers on common testing practices
- Document describing current testing procedures for each team and where team members feel improvements can be gained

### **Approach**

- Develop questionnaire to understand current testing procedures across teams for program development.
- Meet with developers and supervisors to review testing procedures and brainstorm where improvements and efficiencies can be gained.
- Summarize results of meeting including current practices and opportunities for improvements.

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## **Business Objective**

To review tools or processes available on the market that will assist Oakland County developers in ensuring more thorough testing is achieved and can be measurable.

### **Major Deliverables**

- Product Reviews
- Recommended Approach

### **Approach**

- Research testing tools and approaches to testing
- Conduct high level product reviews to understand cost and what the products will do for Oakland County
- Based on product reviews, provide a recommend approach for how to proceed with achieving measurable and consistent testing.

## **Benefits**

***See Return on Investment (ROI) Analysis Document***

## **Impact**

**Number of Users**

~40

**Divisions**

Application Services, CLEMIS, eGovernment

**Leadership Groups**

Land, Governmental Services, CLEMIS, Finance/Admin, Internal Services, Courts

## **Risk**

**Oakland County  
Department of Information Technology  
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**Business Environment**      Medium

**Technical Environment**      Medium

**Assumptions**

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

**Facilities**

- Facilities will be available for team members.
- 

**Technical**

- 

**Funding**

- Funding will be approved.
- 

**Other**

- 

**Priority**

**Constraints**

- 
-

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

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**Exclusions**

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## PROJECT PHASE AUTHORIZATION

<b>Phase(s):</b>		
<b>Total Estimated Application Services</b>	<b>Hours:</b> 362	<b>Cost:</b> \$44,164
<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:</b>	<b>Cost:</b>
<b>Preliminary Estimated Development for Future Phases</b>	<b>Hours:</b>	<b>Cost:</b>
<b>Grand Total Estimated Development</b>	<b>Hours:</b>	<b>Cost:</b>

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## PROJECT COMPLETION AUTHORIZATION

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

### Application Quality Assurance Process - Size Estimate (+/- 10% to 50%)

Type	ID	Task Name	Estimated Hours	Estimated Cost	Estimate Notes
Phase	000000	PROJECT MANAGEMENT	83	\$10,126.00	
Phase	040000	ANALYZE CURRENT PRACTICES	73	\$8,906.00	
Phase	050000	RESEARCH & RECOMMENDATION	185	\$22,570.00	
Phase	070000	IMPLEMENTATION	21	\$2,562.00	Size estimates for Implementation are only for c
			362	\$44,164.00	

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:	0	0	0	0	0	0	0
Cost Avoidance Subtotal:	0	0	0	0	0	0	0
<b>Costs:</b>							
Development Services Subtotal:	44,164	0	0	0	0	0	44,164
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	0	0	0	0	0	0	0
Annual Total Costs	44,164	0	0	0	0	0	44,164
Annual Return on Investment	(44,164)						(44,164)
Annual Costs/Savings Ratio	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
<b>Project Cumulative Statistics:</b>							
Cumulative Total Savings	0	0	0	0	0	0	0
Cumulative Total Costs	44,164	44,164	44,164	44,164	44,164	44,164	44,164
Cumulative Return on Investment	(44,164)	(44,164)	(44,164)	(44,164)	(44,164)	(44,164)	(44,164)
Cumulative Cost/Savings Ratio	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Year Positive Payback Achieved							NO PAYBACK
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: _____						







Return on Investment Analysis

*Cost Detail*

<b>Cost Description</b>	<b>Project Cost Category</b>	<b>Budget Category/Funding Source</b>	<b>Unit Desc</b>	<b>Units</b>	<b>Rate per Unit</b>	<b>Total Cost</b>	<b>Annual Multiplier</b>
IT Hours - New Development	Development Svcs	17020 - IT Application Services	HR	362	122	44,164	
IT Hours - System Maintenance	Development Svcs				122	0	
User Hours - New Development	Development Svcs					0	
User Hours - PTNE/OT	Development Svcs					0	
Contractor Professional Services	Development Svcs					0	
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	
Term Emulation SFTW-Maintenance	Software					0	
Server - Acquisition/Upgrade	Infrastructure					0	

*Cost Summary*

Cost Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
<b>Development Services:</b>							
IT Hours - New Development	44,164						44,164
IT Hours - System Maintenance							
User Hours - New Development							
User Hours - PTNE/OT							
Contractor Professional Services							
<i>Development Services Subtotal:</i>	<b>44,164</b>						<b>44,164</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>44,164</b>						<b>44,164</b>

