Web Portal Transition
Arizona Department of Administration

PIJ ID:	AD14003	Project Start Date:	10/7/2013	Project End Date:	10/31/2015
Agency Contact:	J.R. Sloan	Phone:	602-364-4788	Email:	JR.Sloan@azdoa.gov
Project Manager:	Justin Turner	Phone:	602-317-2727	Email:	Justin.Turner@azdoa.gov

Project Change Request (Amendment)

Date Submitted:	12/3/2015	Prepared by:	Justin Turner

Affected Areas: (Check all that apply) Project End Date ☑ Development Cost ☐ Project Scope ☐

NOTE: The appropriate revised pages from the Project Investment Justification (PIJ) document MUST accompany this form.

Currently Recorded Dates/Costs				Requested Revisions To Dates/Costs			
Start Date	End Date	Development Cost	Total Cost	Start Date	End Date	Development Cost	Total Cost
10/07/13	10/31/15	$ 708,000	$ 1,149,000	10/07/15	02/28/16	$ -	$ -

Change Description (AS IS - TO BE)

The project is currently behind schedule and was not completed by the 10/31/2015 deadline. The vendor has onboarded two additional resources to assist with completion of the project. The revised schedule is as follows:
Week of 11/30: Finish rebuild of production environment
Week of 12/7: Start migrating initial applications that are considered either low risk or low complexity
Week of 12/14: Migrate additional low risk or low complexity apps
12/21 - 01/08: 3 week stabilization period
Week of 01/11: Migrate high traffic / medium risk or medium complexity applications
Week of 01/18: Migrate high traffic / High risk or High complexity applications
Week of 01/25: Monitor environment / applications and complete migration
February: Completion of project documentation

Business Justification Summary

Due to delays in rearchitecting the Web Portal in AWS and approvals that were required, the migration completion date was pushed until October. Once the new VPC architecture was approved and implemented, there were additional delays in implementation of the specific components and project completion has now been delayed until 02/28/2015. All funds for this project were expended by 6/30/2015 and the rebuild continues at the expense of the vendor. Therefore, I am requesting a new project completion date of 02/28/2016 as migration to the production environment will be performed in stages during December and January and the need to complete all documentation by the end of February, 2016.

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List Known Dependencies/Risks/Constraints	
Submitted by (Printed Name)	**Chief Information Officer (Printed Name & Signature)**
Justin Turner	Morgan Reed
Attach CIO signature for Cost changes. Email from CIO acceptable for other changes. Complete all information above this line.	

(For ASET Use Only)			
Reviewed by:	Jeffrey Crane	Review Date:	
Approved by:	Jeffrey Crane	Approved Date:	
Comments:			