

AZCorrections.Gov Drupal Migration

Arizona Department of Corrections

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|------------------|-------------|---------------------|--------------|-------------------|--------------------------|
| PIJ ID: | DC14004 | Project Start Date: | 09/20/13 | Project End Date: | 12/31/14 to 06/30/16 |
| Agency Contact: | Andrew Dean | Phone: | 602-364-0569 | Email: | ADEAN@azcorrections.gov |
| Project Manager: | Laura Boden | Phone: | 602-542-8938 | Email: | LBODEN@azcorrections.gov |

Project Status Report

| | | | | | |
|-------------------------|--------------|-----------------------|----------------|-----------------------|-------------|
| Report Period: | February | Date Report Prepared: | 03/19/15 | Prepared By: | Laura Boden |
| Overall Project Status: | GREEN | Project Status Event: | Current Status | Effective Event Date: | 02/28/15 |

Project Status Event Description: Description of the event required if on hold, resumed or cancelled.
Change request to extend project end date to 06/30/16.

General Status Update

Completed first 20h vendor maintenance and started on remaining 20h maintenance agreement.

Project Financials

| Funding Category | <input type="button" value="Reset for Current Period Spend Updates"/> | Current Approved Development Budget | Previously Reported Total Development Spend | Current Period Spend (enter amounts as WHOLE NUMBERS) | Total Dev Project Spent to Date (calculated field) | Remaining Budget (calculated field) | % Spent to Date (calculated field) | Comments |
|---------------------------------|---|-------------------------------------|---|---|--|-------------------------------------|------------------------------------|--|
| Professional & Outside Services | | \$ 39,100 | \$ 34,500 | \$ 2,100 | \$ 36,600 | \$ 2,500 | 94% | FY13 \$37,500 Half down to start contract. Remaining half paid |
| Hardware | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | with change order #1 paid. The first 20h maintenance completed and |
| Software | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | approved pmt. |
| Communications | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | |
| Facilities | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | |
| License & Maintenance Fees | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | |
| Other | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | |
| TOTAL | | \$ 39,100 | \$ 34,500 | \$ 2,100 | \$ 36,600 | \$ 2,500 | 94% | |

Full Time Employee Costs - OPTIONAL

| Full Time Employee Costs (optional) | <input type="button" value="Reset for Current Period FTE Cost Update"/> | Current Approved FTE Costs | Previously Reported FTE Costs | Current Period FTE Costs Used (enter amounts as WHOLE NUMBERS) | Total FTE Costs Spent to Date (calculated field) | Remaining Costs (calculated field) | % Spent to Date (calculated field) | Comments |
|-------------------------------------|---|----------------------------|-------------------------------|--|--|------------------------------------|------------------------------------|----------|
| FTE Costs | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | |
| Other | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | |
| TOTAL | | \$ - | \$ - | \$ - | \$ - | \$ - | 0% | |

Total Costs

| | | | | | | | |
|--------------------------|-----------|-----------|----------|-----------|----------|-----|--|
| GRAND TOTAL COSTS | \$ 39,100 | \$ 34,500 | \$ 2,100 | \$ 36,600 | \$ 2,500 | 94% | |
|--------------------------|-----------|-----------|----------|-----------|----------|-----|--|

Full Time Employee Hours

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| FTE Hour Utilization | Total Estimated FTE Project Hours | Previously Reported ACTUAL FTE Hours Used | Current Period ACTUAL FTE Hours Used (enter as WHOLE NUMBER) | TOTAL ACTUAL FTE Hours Used | Remaining FTE Hours Available | Comments |
|---|-----------------------------------|---|--|-----------------------------|-------------------------------|---------------------------------------|
| <div style="border: 1px solid gray; padding: 2px; display: inline-block;">Reset for Current Period FTE Hours Update</div> | 1,328 | 228 | 16 | 244 | 1,084 | Temp 20h/wk @ 3mo. and est. FT @ 6mo. |

Project Accomplishments

1. AZCorrections.Gov Drupal Administrator and User training is completed on 04/23/14.
2. AZCorrections.Gov website approved by ADC Executive Management and in production at ADOA on June 30, 2014 with public access scheduled on August 1, 2014.
3. AZCorrections.Gov website reverted August 1, 2014 due to Inmate Data Search not functioning properly on new site.
4. AZCorrections.Gov second release successful in production at ADOA on August 7, 2014.

Project Schedule - Major Milestones

| Task ID | Task Description | Start Date | | Finish Date | | % Complete | Status | Comments |
|--------------|--|-----------------|--------------|----------------------|---------------|------------------------------|-------------|--|
| | | Estimated Start | Actual Start | Estimated Finish | Actual Finish | | | |
| Task Example | Add description of the task. | 12/12/09 | 01/15/10 | 12/12/12 | 12/31/12 | Manual entry of % completed. | [-Select-] | Add Comments if required to explain yellow or red status. |
| T001 | Contract signature | 09/20/13 | 09/20/13 | 09/25/13 | 09/25/13 | 100% | Completed | |
| T002 | Initial Site Upgrade | 01/10/14 | 01/10/14 | 04/29/14 | 06/30/14 | 100% | Completed | Pending Executive Management and DOA approval, but on target to complete and go live on or before 06/30/14. |
| T002.1 | Graphic Design, Custom Modules, slideshow, media module, Google maps, Drupal search, security configuration, 2. Content Migration, Research, Strategy planning, and Project Management, General CMS setup (Core, roles, menus, blocks, etc) and primary theme, 3. Training and 30 days | 01/10/14 | 01/10/14 | 04/29/14 | 06/30/14 | 100% | Completed | |
| T003 | Change Order signature | 04/23/14 | 04/15/14 | 04/15/14 | 04/23/14 | 100% | Completed | |
| T004 | Responsive Theming: | 04/30/14 | 05/20/14 | 06/30/14 | 06/30/14 | 100% | Completed | |
| T004.1 | Responsive Theme Design | 04/30/14 | 05/20/14 | 06/30/14 | 06/30/14 | 100% | Completed | |
| T004.2 | Responsive Theme Implementation | 04/30/14 | 05/20/14 | 06/30/14 | 06/30/14 | 100% | Completed | AZCorrections.gov website approved by ADC Executive Management and in production at ADOA June 30,2014 with public access scheduled on August 1, 2014. AZCorrections.Gov website reverted August 1, 2014 due to Inmate Data Search not functioning properly on new site. AZCorrections.Gov second release successful in production at ADOA on August 7, 2014. |
| T005 | Additional Enhancements: | 07/01/14 | 07/01/14 | 12/31/14 to 02/27/15 | 02/27/15 | 100% | Completed | |
| T005.1 | Enhancements | 07/01/14 | 07/01/14 | 12/31/14 to 02/27/15 | 02/27/15 | 100% | Completed | |
| T005.2 | Maintenance | 07/01/14 | 07/01/14 | 12/31/14 to 06/30/15 | | 50% | On Schedule | |
| | | | | | | | | |
| | | | | | | | | |
| T006 | Project close-out | 12/01/14 | | 12/31/14 to 06/30/16 | | | Not Started | |

Top 5 Project Risks

| Risk # | Status | Description | Probability | Impact | Mitigation Plan | Owner | Date Opened | Date Mitigated |
|--------------|------------|---------------------------------|-------------|------------|------------------------|----------|-------------|----------------|
| Risk Example | --Select-- | There is a risk to this project | --Select-- | --Select-- | The mitigation plan is | John Doe | 07/01/09 | 12/31/10 |
| R001 | --Select-- | | --Select-- | --Select-- | | | | |
| | --Select-- | | --Select-- | --Select-- | | | | |
| | --Select-- | | --Select-- | --Select-- | | | | |
| | --Select-- | | --Select-- | --Select-- | | | | |
| | --Select-- | | --Select-- | --Select-- | | | | |

Top 5 Project Issues

| Issue # | Status | Description | Priority | Resolution Plan | Owner | Date Opened | Date Resolved |
|---------------|------------|-----------------------------------|------------|------------------------|----------|-------------|---------------|
| Issue Example | --Select-- | There is an issue on this project | --Select-- | The resolution plan is | John Doe | 08/30/09 | 09/15/09 |
| I001 | --Select-- | | --Select-- | | | | |
| | --Select-- | | --Select-- | | | | |
| | --Select-- | | --Select-- | | | | |
| | --Select-- | | --Select-- | | | | |
| | --Select-- | | --Select-- | | | | |

Change Request (Amendment) Log

| Change # | Status | Description | Change Category | Justification | Owner | Date Opened | Date Approved |
|----------------|------------|--|-------------------|---|-------------|-------------|---------------|
| Change Request | --Select-- | Description of Change Request | --Select-- | Reason the change request is needed | John Doe | 12/31/05 | 01/15/10 |
| CR001 | Submitted | The project end date extended to 06/30/16. | Development Costs | The vendor programmer resources utilized for website maintenance due to current ADC website programmer vacancies. | Andrew Dean | 03/10/15 | |
| | --Select-- | | --Select-- | | | | |
| | --Select-- | | --Select-- | | | | |
| | --Select-- | | --Select-- | | | | |
| | --Select-- | | --Select-- | | | | |

Conditions

| Condition # | Status | Description | Required By | Comments/Resolution | Owner | Date Opened | Date Met |
|-------------|------------|--|-------------|---------------------|-------------|-------------|----------|
| CD001 | Pending | Should there be any changes in the proposed costs, technology approach, scope of work, or hardware / software that will be acquired, the ADC must amend the PIJ to reflect the changes and submit it to ADOA-ASET for review and approval prior to further expenditure of funds. | Other | | Laura Boden | 04/18/14 | |
| CD002 | Pending | ADC will continue to work with ADOA-ASET to ensure the appropriate security controls are in place to protect State data. | Other | | Laura Boden | 04/18/14 | |
| | --Select-- | | --Select-- | | | | |