

FY 2008-09 IT PROJECTS

June 2009
MONTHLY REPORT

PROJECT STATUS REPORTING										
5%	10%	15%	20%	25%	30%	50%	65%	75%	80%	100%
INITIATION		PLANNING		EXECUTION		MONITOR AND CONTROL			CLOSEOUT	
Develop business case and feasibility	Gather initial requirements and define criteria for success	Research and further refine details/objectives	Formal project scope and budget	Develop RFP/Vendor Evaluation	Recommendation /Procurement	Implementation /Configuration	Testing	Training	Acceptance and post implementation review	Evaluation of project effectiveness

SUMMARY

Project Category	Count
Completed Projects	40
Projects Currently In Progress	15
FY 2008-09 Maintenance projects	10
Projects carried over from FY 2007-08	8
Projects moved to FY2009-10	2
Total Active Projects	75
Cancelled Projects	3
Projects and Tasks On Hold	4
Total Inactive Projects	7
On going Unanticipated Projects/Tasks	15
Completed Unanticipated Projects/Tasks	63
Total Unanticipated Projects/Tasks	78

Project Highlights

- 1 Service Desk Statistics: Handled 192 incidents per week on the average, received an average of 44.8 calls per day, resolved 401 calls during June 2009 with an average of 2.6 days per call.
- 2 Texas Stadium BDA System Component Reuse: Communication team collected Bi-Directional Amplifier parts used at the defunct Irving Texas Stadium for reuse.
- 3 Texas Data Exchange (TDEX): Completed installation of program that allows sharing information among various levels of law enforcement agencies (Jail/RMS Record).
- 4 Police Warrant Software: provides automated warrant functions that were previously performed by Dallas County.
- 5 Office 2007: will begin to roll out in August 2009. Training classes schedule will be available on Irving University website.
- 6 FAA Construction Approval: Height of tower/application approved by the FAA - New public safety complex
- 7 GIS Application to locate Wireless Frequency Violation Possibility: Software Services combines effort with GIS team to provide frequency violation possibility program for Communication team to pinpoint locations that new frequency licenses should not be granted.
- 8 Secured Email/Mobile Procedure/Policy/90 Days Backup policies approved.

Activity and Awards Highlights

- 1 PSAP (Public Safety Answering Point) Drill: A quarterly drill was completed during the first week of July to ensure all emergency response procedure and equipments are in place and in good functional order.
- 2 Project Manager is PMP Certified : Greg Hutson, IT Public Safety Coordinator, received a Project Management certification by the Project Management Institute.
- 3 Budget Saving: IT's buget for 2009-10 shows a decline of \$235,000 in expenses compared with fiscal year 2008-09.

City of Irving Mission

Deliver exceptional services and promote a high quality of life for residents, visitors and businesses

Information Technology Department Mission

Deliver exceptional services using innovative, timely, efficient, accessible and secured technologies

COMPLETED PROJECTS								
Project Name	IT Project Lead	City Dept	Schedule Start Date	Schedule Completion	Actual Completion Date	% Completed	Current Update	Past Update
MCV upgrade (Mobile Satellite System)	Darryl Rublein/Pat McMacken	EMO	10/1/2007	9/30/2008	9/30/2008	100	Completed	Received UASI grant & Pat has met with vendor, PO is being issued so work can begin. Meeting with vendor Dec 3rd week. Building specifications sheet.
Service Desk Application	Anthony McCann	IT	10/1/2007	10/1/2008	10/1/2008	100	Completed	
City Properties GIS Integration	Brad Simpson	PW	10/1/2007	10/30/2008	10/30/2008	100	Completed	Loaded layer into SDE
Internet Service Improvements	Chad Powell	City Wide	4/1/2008	11/14/2008	11/14/2008	100	Completed	In process of being purchased.
Video and Web Collaboration	Justin Boyette	City Wide	4/1/2008	11/20/2008	11/20/2008	100	Completed	Implemented paging system at FAC, Mustang, Cimarron, and Northwest Parks
Audit - Internal Controls	Brad Simpson	Financial Services	10/1/2008	12/31/2008	12/31/2008	100	Completed	Completed 11/2008
Mobile Computing w/Security	Chad Powell	Citywide	10/1/2008	12/31/2008	12/31/2008	100	Completed	Information Technology Network
Microsoft Exchange 2007 upgrade	Eric Gilstrap/ Chad Powell	IT/Citywide	10/1/2008	12/31/2008	12/31/2008	100		
CityWorks Upgrade	Homer Garza	Public Works	10/1/2008	12/31/2008	12/31/2008	100	Completed	
GIS Integration w/Public Safety Systems	Homer Garza	IT/Police/Fire	10/1/2008	12/31/2008	12/31/2008	100	Completed	Interface between GIS system and Tiburon is complete. It is now
GIS Upgrade	Homer/Kuntal	CityWide	10/1/2008	12/31/2008	12/31/2008	100	Completed	Upgraded with version 9.2
ILLiad Upgrade	John Adams	Library	10/1/2008	12/31/2008	12/31/2008	100	Completed	Migrated ILLiad to new Exchange system.
IWIN Web site	Justin Boyette	SR & B		12/31/2008	12/31/2008	100	Completed	Design developed and submitted Review meeting held for revisions Content developed Content Control/Management turned over
Public Safety Answering Point (PSAP) & Emergency Operations Center (EOC) backup sites upgrade.	Martin Martinez	Public Safety	10/1/2008	12/31/2008	12/31/2008	100	Completed	
Victim Tracking (Phase I)	Melony	Public Safety	10/1/2008	3/31/2008	3/31/2008	100	Completed	Specifications delivered by Cindy Penn. Application will be developed in house.
Reliable & Faster Speed Mobile Communication	Shane Burton	IT/Citywide	10/1/2008	12/31/2008	12/31/2008	100	Completed	
L3 Digital In-Car Video project	Greg Hutson	Public Safety		2/28/2009	2/28/2009	100	Completed	

Identify Scope & Requirements for a Mobile Inspections Employees	Chris	Inspections	10/1/2008	3/30/2009	3/30/2009	100	Completed	
Energy Star/Building Standards Implementation	Anthony McCann	Building Services	1/1/2009	3/31/2009	3/31/2009	100	Completed	Newsletter submitted to Corporate Communications.
ERP 2008 Regulatory Upgrade	Brad / Kuntal	IT/Citywide	10/1/2008	3/31/2009	3/31/2009	100	Completed	
Identify Scope & Requirements for Mobile Device Security	Chad Powell	City Wide	10/1/2007	3/31/2009	3/31/2009	100	Completed	Information Technology completed this strategic initiative to mitigate potential vulnerabilities to mobile devices like laptops, PDAs, and smart phones. IT implemented several policies including computing security policy, third party connection agreement, acceptable use policy, and mobile device policy.
Six Sigma TrakIT Permits Processing	Chris Norris	IT/Planning & Inspections	10/1/2008	3/31/2009	3/31/2009	100	Completed	Project is in test phase.
Court - InCode Upgrade	Greg Hutson	Municipal Courts	10/1/2008	3/31/2009	3/31/2009	100	Completed	
Green Initiatives (Website)	Justin Boyette	Corp Communication	10/1/2008	3/31/2009	3/31/2009	100	Completed	Several Design's have been submitted Content being provided by Corporate Communications
Records Management Module(s)	Robb Bailey	City Wide	10/1/2007	3/31/2009	3/31/2009	100	Completed	Software is installed. Training phase II in January.
Grant Projects (Bomb Robot upgrade, Buffer Zone, Hazmat Upgrade, MCV upgrade, Metropolitan Medical Response System, Mobile Satellite System, Outdoor Sirens, Automation Software)	Shane Burton/Pat McMacken	OEM	10/1/2008	3/31/2009	3/31/2009	100	Completed	Bomb Robot Upgrade: Is obtaining SEC license for bomb truck. IT's task is completed.
InCode Regional - Court	Chris Norris	Municipal Courts	1/1/2009	6/30/2009	6/30/2009	100	Completed	The Scheduler is installed and functional. Courts is not yet using it.
TrakIT Upgrade	Chris Norris	Planning and Inspections	7/1/2009	9/30/2009	9/30/2009	100	Completed	
Jail Sallyport Workstations	G. Hutson/M. Branham	Police	7/1/2009	9/30/2009	9/30/2009	100	Completed	
Inhance Upgrade	Mario Martinez	Financial Services	7/1/2009	9/30/2009	2/1/2009	100	Completed	In-hance water department software was upgraded to 5.012 version, currently in production.
Library Tech Plan Technical Recommendations (Year 2 of 3) - Catalog system replacement	John Adams/Raj Vattakunnel	Library	10/1/2008	3/31/2009		100	Project complete except for final consultant calls and final data issue submissions. System is now live and functioning as expected.	Library system is going live April 19.
Computer Reuse Program / Irving CARES	Anthony McCann	IT	10/1/2008	6/30/2009		100	Completed	Allocated 103 computers to local agencies.
Barcode Scanners for library	James Donovan/Anthony McCann	Library	10/1/2008	5/6/2009		100	Completed	7 barcode scanner were purchased on PO # P0179646.

Online Accident Report Request	Greg Hutson	Police	10/1/2007	9/30/2009		100	Completed	Testing report using real data. Robb: Created method for image and indexing export, testing with vendor. Training in progress as of 5/14/09. Complete 5/19.
IP KVM Solution	Martin Martinez	IT/Citywide	10/1/2008	12/31/2008		100	Completed	Working on purchasing. Implementation and configuration. Conduct training at the same time.
Crash Data Retrieval Software Upgrade	Melony Branham	Public Safety	4/1/2009	6/30/2009	6/1/2009	100	Completed	
Crash Zone Software Upgrade	Melony Branham	Public Safety	4/1/2009	6/30/2009	6/2/2009	100	Completed	
AIM Software upgrade (Related to Project ID 9)	Melony Branham	Public Safety	7/1/2009	9/30/2009	7/6/2009	100	Completed	Implementation
Regional Data Integration (TDEX)	Greg Hutson	Public Safety	10/1/2008	9/30/2009	7/2/2009	100	Completed	Approved by Council. Is being reviewed by Mayor. Being kicked off in third week of April.
Server & Air Conditioning (Energy Consumption Reduction)	Eric Gilbert	IT	10/1/2008	3/31/2009		100	Completed	90% of servers and printers to be consolidated have been combined.

PROJECTS CURRENTLY IN PROCESS (APPROVED – OCTOBER 2008, REVISED 2008)								
Project Name	IT Project Lead	City Dept	Schedule Start Date	Schedule Completion	Actual Completion Date	% Completed	Current Update	Past Update
Mobile inspection for fire (EtrakIt)	Chris Norris	Fire	10/1/2008	3/31/2009		10	Is on the same schedule as ETrakIt (being upgraded to .net version): software is being upgraded to .net version. See ETrakIt Upgrade project plan and shedule.	Being upgraded to .net version. Upgrade will include training and maintenance.
Multifunction Copier/Printer/Fax/Scanner Consolidation	Mike Sheets/Anthony	IT/Citywide	10/1/2008	3/31/2009		25	RFP has been released. Received responses, in process of evaluating vendor.	Working on draft of specs. Submitted specifications to Purchasing meeting setup on April 13 to discuss RFP.Evaluating
PW - SCADA Upgrade (Hardware & Software)	Scott Evans	Public Works	10/1/2008	3/31/2009		50	Project approved by Council. Kick off held as scheduled for 6/22. Waiting for CPMY is complete system design recommendations before Water department sending out request for bidding.	SCADA recommendations reviewed with CP&Y and Water Utilities. C,P +Y study On Hold – waiting for Water to select vendor and software.
Mass Notification System	Bennie Boysen/Shane Burton	OEM	10/1/2008	3/31/2009		30	RFO prepared.	Code Red Demo scheduled, reviewing documents from Reverse 911 on 9/28. Council accepted grant for project funding. EMC researching solutions
INET	Justin Boyette / Michelle	Corporate Comm	Feb-09	9/1/2009		90	Pre Agenda presentation completed. INET is in conversion, modifications and refinement stage. Will be complete mid July.	Design in place. Moving into CMS.Contents is being reorganized and in conversion. In implementation and configurations phase. Content/Menu structure finalized. Finalizing contents conversion. Pre Agenda Presentation planned for 6/17.
Public Safety Crime/Trend/Analysis Reporting (BI)	Sam Johnson / Greg Hutson	IT/Citywide	10/1/2008	9/30/2009		45	In process of negotiation with vendor.	Will kick off last week of July 2009. Contract negotiation for 7/25 council meeting. Participated in Technology Showcase.

Communication System Rebanding/Replacement (Multi-year)	Darryl Rublein	IT/Citywide	10/1/2008	9/30/2009		55	PFA/FRA Contracts completed 5-08-09. Received 250 subscriber equipment upgrades. Customer design review meeting (CDR) scheduled with Harris and project contractors.6-9-09. Implementation preplanning schedules sent to Departments for markups. Programming and Installation areas defined.	PFA/FRA negotiations being completed by 5-08-09. Received 54 subscriber equipment upgrades. Waiting for vendor (Tyco) to sign contract. Continue receiving subscriber and infrastructure equipments.
Communication Plan Recommendations	John Adams/Justin Boyette	Corp Communication	10/1/2008	9/30/2009		0		Project has not started
License Plate Scanner (ALPR)	Greg Hutson/Melony Branham	Police	1/1/2009	6/30/2009		50	In implementation phase (securing hardware)	Received Technical Specifications from Police department. Vendor demo being scheduled. Going to council 6/11. Vendor recommended. Council approved on 6/11.
Laptop - Citation Program Expansion (APS Expansion)	Greg Hutson	Municipal Court	1/1/2009	6/30/2009		75	Contract processed, is being presented to Council meeting next 8/6.	Unit test is in progress. Waiting for Tiburon to provide old reformatter. Will need RMS and RDT also. Waiting for Tiburon to apply patch to resolve local return issue 5/18/9. In Testing and Training phase.
Combined Public Safety Communication Center (Multiyear)	Hong Sae / Infrastructure	Police	10/1/2008	2009-2010		10	Shane to review initial.	
EDMS Upgrade	Robb Bailey	IT/Citywide	4/1/2009	9/30/2009	9/30/2009	0	Not Started Yet	
Facility Management System/Workorder System	Homer Garza	Building Services	1/1/2009	6/30/2009		25	Completed project charter and schedule. Project proceeding with Cityworks. Twelve department deployment. Web form data entry in draft.	Working with Strategic Innovations using the Six Sigma model to determine best mechanism to implement a new Facility Management System. Interviews with Water, General Services, Parks, Streets, Corporate Communications and Intergovernmental Services have been completed. Developing comparison of Altiris and Cityworks to determine which in-house software will be a better fit.Planning: implementing for Building Services in 4 2-weeks steps as a pilot. Building Maintenance and HVAC are in implementation.

Enterprise Asset Management (CMMS)/Cityworks Implementation (Water)	Homer Garza	PW	10/1/2007	9/30/2010		30	Westin project kickoff meeting with departmental interviews.	Approved by TRC. Water will go to Council for approval. Having dept interviews. Last few interviews have been scheduled. Project will be going to council for approval in May. Westin project approved by council in May. Kick off planned in third week of June.
Financial and Workforce Development System (Banner Employee Self-Service)	Brad Simpson / Kuntal Desai	Finance\Workforce Development	10/1/2008	12/31/2008		85	Online Time Entry setup is ongoing. To this date, sixteen departments have been trained and are using Online Time Entry.	Training for pilot group has been completed. Product rolled out to pilot group has also completed. Being rolled out to departments other than the first four pilot departments. Rolled out to 9 more departments.

FY 2008-09 MAINTENANCE PROJECTS								
Project Name	IT Project Lead	City Dept	Schedule Start Date	Schedule Completion	Actual Completion Date	% Completed	Current Update	Past Update
Pilotworks Upgrade	Raj Vattakunnel	Strategic Innovations	10/1/2008	8/1/2009		50	Implementation began 6/22. Wrap up final contract with Cipher and develop schedule.	. Legal reviewed SAP contract . Provided feedback to SAP. In process of selecting vendor. SAP maintenance agreement has been signed and delivered.
Computer Replacement	Mike Sheets	IT/Citywide	10/1/2008	12/31/2008		75	Completed images. Rolling out schedule is being planned.	Desk top model has been selected. Identify PC replacement recipients Draft Memo for Director. Building image to send
Audio/Video update Fire Academy	James Johnson	Fire	10/1/2008	12/31/2008		35	Fire has put on hold waiting for decision on joint location.	Will talk with the captain in charge (Mr. Guliver) about AV needs. Will contact Accent quote. Approved by Fire supevisor (training).
Kronos Upgrade	Robb Bailey	Public Works	1/1/2009	3/31/2009		30	Postponed due to Employee Self Service implementation	Fleet has requested to be added to Kronos. Robb has requested information from their department and is waiting on a response.
Citywide Consolidation Database 3rd Year	Kuntal Desai	City Wide	4/1/2009	9/30/2009		15	Currently evaluating Oracle 10g migration and upgrade strategy. Application compatibility and issues/bugs check. Media for app migration n upgrade is ready. Kuntal is gathering information on	Application is currently being tested by Purchasing.
Crime Scene Unit Hardware\Software	Mohammad	Public Safety	4/1/2009	6/30/2009		100	Not yet started	
OverDrive Installation	Sharon	Library	4/1/2009	6/30/2009			No status change	Await Library's decision to start.
Tiburon Upgrade	Greg Hutson	Public Safety	7/1/2009	9/30/2009		15	Working with vendor to refine Statement Of Work.	Currently reviewing Tiburon enhancement proposal. IT to pay cost of upgrade. Same as VMP Upgrade: In schedule talk with Tiburon project management.

Fleet Upgrade (Backup App Server)	Chris Norris/Greg Hutson	Fleet	7/1/2009	9/30/2009		5	Web demo for fuel system by Trak Engineer.	North Police Substation fuel pump keypad and faceplate replaced, system config set for all pumps; system information pushed to sites. Internal Audit assistance provided to Finance for Fuel and for Fleet Audit. Two product demo's complete, One site visit complete, one site visit scheduled for possible Fuel Software replacement.
Sympro Upgrade	Chris Norris	Finance	10/1/2008	9/30/2009				Not yet started.
Jail Matrix Upgrade	Mo/Martin	Public Safety	6/1/2009	9/30/2009				
AIX Upgrade	Melony Branham	Public Safety	6/1/2009	9/30/2009				
Identix Upgrade	Melony Branham	Public Safety	6/1/2009	9/30/2009				

PROJECTS CARRIED OVER FROM FY 2007-08								
Project Name	IT Project Lead	City Dept	Schedule Start Date	Schedule Completion	Actual Completion Date	% Completed	Current Update	Past Update
Interactive Voice Response System	John Adams	City Wide	10/1/2007	9/30/2009		50	Received hardware this month. Currently working with BlackBox and Telework to configure telephone system.	CourtWORKS installation delayed due to sql conversion. BuildingWorks moved to initial position and begins in May. Hosted Callouts using variable data in testing. Buildingworks implementation has begun and is initial stages of configuration by the vendor. Hardware is being set up by vendor in preparation for delivery.
Civic Center Fiber Optic Facility Upgrades	Shane Burton	City Wide	1/1/2008	3/31/2009		25	RFP being finalized.	Analysis phase of the project is currently under way with Information Technology leading the effort to implement a City-wide fiber optic infrastructure. This strategic initiative will lead to increased bandwidth, decreased application response time, and provide capacity for future growth.
Printer Replacement	Mike Sheet	City Wide	10/1/2007	9/30/2009		25	Developing RFP	
Project Management Application/MS Project Server 2007	Brad Simpson/Raj Vattakunnel	IT	1/1/2008	3/31/2009		65	Pilot testing on the Facility Management Workorder system project. Will begin manager training and department rollout this month.	MS Project Server installed. In Implementation and configuration phase. Currently populating IT project data. Will begin pilot testing in June with goal to roll out to all IT staff in July.
InCode SQL Conversion	Greg Hutson/Chris Norris	Court	1/1/2009	3/31/2009		30	Approved by Council.	Budget adjustment to be approved for June 11, 2009 council date.
Identify Scope & Requirements for MS Server 2008	Eric Gilstrap	City Wide	10/1/2007	9/30/2009		15	Currently deploying on several servers	OS is installed on server
1 st Stage Radio System Replacement	Darryl Rublein	City Wide	10/1/2007	9/30/2008		10	RFP:3rd draft completed by team returned from IBM and is in final review by team before release.	RFP: Charlie is working on 2nd draft. Meeting is being scheduled for project team (Shane, Darryl, Martin, Sharon will meet with him to discuss RFP.
Online Inmate Info	Clark Nethers/Greg Hutson	Police	10/1/2008	9/30/2009		0		Not yet started

PROJECTS MOVED TO FY 2009-2010								
Project Name	IT Project Lead	City Dept	Schedule Start Date	Schedule Completion	Actual Completion Date	% Completed	Current Update	Past Update
GPS Replacement	Homer Garza	Citywide	10/1/2008	12/31/2008		10	Moved to FY 2009-2010 due to lack of funding.	Postponed. Water department does not have funding.
Fire Computer Aided Dispatch (CAD) Upgrade	Melony Branham /Greg Hutson	Fire	10/1/2008	6/30/2009		20	Moved to FY 2009-2010	Postponed to FY 2009-10 Project on hold pending Fire CAD Replacement
Disaster Recovery (Regional Hot Site Backups)	Hong Sae	IT/Citywide	10/1/2008	9/30/2009		5	Moved to next fiscal year.	Multiyear strategic initiative that is due to Technology Review Committee presentation in March 2009.
Fiber (Sharing w/DOT)	Hong Sae / Shane Burton	IT/Public Works	10/1/2008	9/30/2009		5	Moved to next fiscal year.	Multi-year strategic initiative with involvement from several North Central Texas Council of Government representatives like City of Garland, Dallas county, Fort Worth, and the Department of Transportation. The team completed several high level design and planning workshops to develop an initial draft of implementation plan.
PROJECTS ON HOLD								
Project Name	IT Project Lead	City Dept	Schedule Start Date	Schedule Completion	Actual Completion Date	% Completed	Current Update	Past Update
Web-based Room Reservation	John Adams	Library	1/1/2008	3/31/2009		15	On Hold	FY2007-08.On Hold. Low Priority.
EDMS GIS Utility Update Workflow	Robb Bailey / Homer Garza	PW (Water)	1/1/2008	6/30/2009		50	Pending result from Westin project (CMMS). Vendor completed interview with various COI departments.IT Nexus creating recommendations for new GIS strategic plan. Rec'd draft report from ITNexus. Vendor provided draft of Enterprise GIS strategic plan.Final draft is scheduled to be reviewed and presented.	Develop a transition strategy to move from a data centric GIS model to an enterprise GIS model where departments can update and analyze their own data using GIS tools. Completed draft diagram depicting problems.

EDMS Human Resources	Robb Bailey / Homer Garza	HR	4/1/2008	9/30/2009		5	On hold pending directions from department. Been contacted by Wayne Lambert. Robb/Homer working with Strategic Resources on paperless office.	On hold pending directions from department. Been contacted by Wayne Lambert.
Capital Improvement Project & Portfolio Management	Raj Vattakunnel	Public Works	1/1/2009	6/30/2009		5	On hold	Investigating users' needs
CANCELLED PROJECTS								
Project Name	IT Project Lead	City Dept	Schedule Start Date	Schedule Completion	Actual Completion Date	% Completed	Current Update	Past Update
Regional Communication (700 MHz)	Hong Sae	IT/Citywide	10/1/2008	9/30/2009		10	Grant given to Dallas.	Preliminary proposal was submitted to North Central Texas Council Of Government\State of Texas for \$1.9 million in grant funding to build a regional communication center to provide communication interoperability with Irving's neighboring cities.
Online Crime Statistic/PD Compstat Report	Sam Johnson / Scott Evans	Police	10/1/2008	5/31/2009		35	Project has been combined into BI project.	Freeance upgraded, but features needed are still unavailable. Evaluating using Google as alternative.
Energy Management Audit System	Brad Simpson/Kathryn Guerra	Building Services	1/1/2009	3/31/2009		5	Project cancelled.	In research phase. Is being followed up with Kathryn (for project scope).

UNANTICIPATED SUPPORT AND MAINTENANCE TASKS/PROJECTS								
Task Description	IT Project Lead	City Dept	Start Date	Completion Date	Actual Completion Date	% Completed	Current Update	Past Update
ADDITIONAL MAJOR TASKS/PROJECTS								
AD Logon Script Overhaul	Chad Powell	IT	Sep-09			20	Will be starting again mid July.	Still on hold waiting for the other project (Servers') to complete.
City Hall UPS	Sharon Shepherd	IT				30	On Hold	On Hold
New Animal Services Building - Coordination, Cabling, Security, Phones	Sam Johnson/Sharon Shepherd	Animal Shelter	Nov-08	6/1/2009		30	Met w/ Casey to evaluate items on list for needs at new shelter. Goal to tour new shelter site last week of July and get new time line first week of September.	Updated quote (new general contractor should be selected soon).
Concept Management System (CMS) Workflow	Justin/Michel	Corporate Comm	Jan-09	10/1/2009	Mar-09	50	No status change until next web design.	Test implementations have been developed with no success Working with vendor for resolution. Combined into next design.
BULLDOG	Justin Boyette	Corporate Comm	Feb-09	10/1/2009		30	Goal: replacing server Bulldog because it is out of warranty. Outsourced "All About Irving", will upgrade current system. Developing policy to revise usage.	Other priority projects have prevented me from allocating time to this. I am also researching possibilities of outsourcing the LISTSERVER.
Station Supply Entry – Access	Melony Branham	Public Safety				5		Rebuild the application in Access in preparation for the CAD system changeout next year. I will start this one after I finish the Medical Supply Entry
SRV-ICENET	Justin Boyette	Citywide				80	The server was replaced but several banner reports library applications are not working. I need to have application owners defined, so that these issues may be resolved.	The server was replaced but several banner reports library applications are not working. Planning to move all webapps to virtual env. In midtier 2.
DCIM (JDL project)	Greg Hutson	Police		7/1/2009		75	Testing completed. Is resolving issues.	Training completed. Testing is still in progress.
Application and Network Security request application	Scott Evans	Citywide				55	At roadblock. May or may not be able to resolve. No new status.	Develop an application or form to process application and network security requests.

Preliminary Business Intelligence Training / Power Users Documentation	Kuntal	Citywide				50	Completed Power User Policy, Developed Power User training schedule with vendor, Developed Power User brochure. On hold, by executive management.	Identify potential power users, price license, produce training options and create documents for departmental power user curriculum and RFO. Power User policy presentation to Directors. Currently evaluating director feedback. Finalizing policy, tentative training schedule set with vendor. Working with Corporate Communications to develop brochure and advertising material.
eTraklt Upgrade	Chris Norris	Planning / Inspections				10	Waiting for vendor to install software on 8/13. Testing is scheduled for 8/13 - 9/18. On site training 9/14-9/18. Go live 9/22.	Authorize.net gateway provided. Software is being upgraded to .net version. Upgrade project plan created and tasks scheduled. Power User policy is being reviewed by Strategic Resources. Presentation is being reviewed by Director.
Traklt.Net upgrade	Chris Norris	Planning / Inspections				10	Software is being upgraded to .net version. Upgrade project plan created and tasks scheduled (see ETraklt Upgrade project's schedule). Software is expected to be installed by 8/13/09.	PO cut for onsite training. Database/document/report scrub complete. Waiting on statement of work with dates from CRW. Upgrade will include eTraklt and Traklt Mobile.
Property Receipts	Robb Bailey	Police		10/1/2009		85	In test phase.	Met with PD records to determine requirements
Applicant Pre-Screening	Robb Bailey/Kuntal Desai	SRB		10/1/2009		20	TRC presentation completed. Working with Wayne in SI. RFO for industrial psychologist being developed. Will add questionnaire to beginning of online employment application.	
Onbase backfile scanning	Robb Bailey	CSO		5/31/2009		80	Two departments' scanning completed. Four more are being scheduled. Currently scanning as data is provided by City Secretaries Office.	Currently scanning as data is provided by City Secretaries Office
Annual Report Template	Brad Simpson	Citywide	4/17/2009			20	Design new annual report template for citywide use.	
Service Desk Software Update	Anthony McCann	IT	7/1/2009	9/30/2009		25	MOU being reviewed by management	
Create/Maintain Altiris Knowledge base	Joel	IT	7/1/2009	9/30/2009		25	Created Template for Knowledge Base entry and draft policy	
Kiosk Configuration & Development/Delivery Customer Service & Planning	Anthony McCann/Bennie Boysen	IT	7/1/2009	9/30/2009		50	Purchased two copies of Kioware. Set up kiosk with Bennie.	
ArcGIS Server Installation	Tim William	IT	7/1/2009	9/30/2009		50		

Business Intelligence Task: Create Sharepoint Strategy.	Brad Simpson	IT	Feb-09			15	With Justin and Sam, are developing team site. Move to completion to indicate combined effort under BI project.	Preliminary analysis with Sharepoint deployment team
Garage Sale Permit Application	Mario Martinez/Chris Norris	Planning and Inspection	6/1/2009	8/30/2009		60	Researching Phase and analysis of files for application. Currently analyzing information and calculating the different costs associated with making this happen.	
Sanitary Improvement Fund Rate	Mario Martinez	Water Utilities	6/1/2009	8/30/2009		90	Completed loading rate in testing, has already been tested waiting on approval from council. On hold for now.	
Physical Security Assessment	Chad Powell	Citywide	6/1/2009	9/30/2009				
UNANTICIPATED TASKS CANCELLED								
Task Description	IT Project Lead	City Dept	Start Date	Completion Date	Actual Completion Date	% Completed	Current Update	Past Update
Risk Based Fee	Mario Martinez	Water Utilities	Feb-09			65	Informed by Aimee that this rate has been cancelled.	Waiting on CRW to provide timeline for API integration. Ready to be tested. Ran into some issues when calculating amounts. Have a meeting with John Mayer to finish this project. ON HOLD. Waiting for information from Karen Siddal. Basic process is built and has been partially tested.
UNANTICIPATED TASKS - MOVED TO NEXT FISCAL YEAR								
Task Description	IT Project Lead	City Dept	Start Date	Completion Date	Actual Completion Date	% Completed	Current Update	Past Update
Election Information System rebuild	Justin/Mario Martinez					85	Turned over to Justin for implement in test environment and possible visual improvements. Need new compatible 2008 server because it is a .net 2008.	Database layout complete. Rebuilt Election display screens and maintenance for elections every year. Coding is completed. Waiting for server upgrade before testing.

iRemote Implementation Research	Mario Martinez					50	Initiation phase completed. Budget is approved for next year. Met with Tonie to discuss. Expect purchase and implementation in 2009/2010 fiscal year Performing additional research. Approved by Water dept. Is to be completed next year.	

UNANTICIPATED TASKS COMPLETED 1ST QUARTER											
Task Description	IT Project Lead	City Dept	Start Date	Completion Date	Actual Completion Date	% Completed	Current Update	Past Update			
Council Conf room and Chambers additional access points	Chad Powell	Citywide	Dec-08	12/1/2008	Dec-08	100					
Security System Panic Button Installations	Chad Powell	Citywide	Dec-08	12/1/2008	Dec-08	100					
Jail Workstations -Defrag & profile clean up	Greg Hutson	Police Department	Dec-08	12/1/2008	Dec-08	100					
14 Panasonic Tablets completely loaded and configured and deployed	Melony Branham	Fire	Dec-08	12/1/2008	Dec-08	100					
Contract Management Initiative	Sam Johnson	Internal Compliance and Services	Nov-08	12/1/2009	Dec-09	100	Expected to complete by 1/23/09. Roll out complete	Followed Up with Jonathan regarding users			
Installed EDACS monitoring systems at Civic Center Site.	Ted Brown	IT	Nov-08	12/1/2009	Dec-09	100					
Reed Group – FMLA outsourcing	Robb	IT	Nov-08	12/1/2009	Dec-09	100		Create a file for the export of FMLA information to third party vendor. 12-31-08 – Need to make a few changes to the output file. Reed Group has received test file, no additional feedback			
Completed 98% of vehicle siren inspections.	Bob Kraemer	Police Department	Nov-08	12/1/2009	Dec-09	100		produce training options and create documents for			
UNANTICIPATED TASKS COMPLETED 2ND QUARTER											
Task Description	IT Project Lead	City Dept	Start Date	Completion Date	Actual Completion Date	% Completed	Current Update	Past Update			
Badge Access & Control Policy	Chad Powell/Martin Martinez		Dec-08	1/1/2009	Jan-09	100	Martin completed the control policy.				
ATMS Remote Administration	Martin Martinez		Jan-09	2/28/2009	Feb-09	100					
CAD Incident Number Change	Melony Branham	Fire	Jan-09	1/1/2009	Jan-09	100	Worked with Dispatch to change the next due incident number for the new year. It went well with no issues.				
MDC documentation completed	Melony Branham	Fire	Jan-09	1/1/2009	Jan-09	100					
Crystal Reports Built for Darrell Hammond's team.	Chris Norris		Jan-09	1/1/2009	Jan-09	100					
ETRAKIT graphics implemented into new version	Justin Boyette	Planning & Insp	Jan-09	1/1/2009	Jan-09	100					
SSL Cert replacement for EGOV	Justin Boyette	Corp Comm/IT	Jan-09	1/1/2009	Jan-09	100					
Upgraded Banner Payroll to version 7.2.7 (Banner Regulatory Release)	Brad Simpson		Jan-09	1/1/2009	Jan-09	100					
Finished all Plat feature data	Brad Simpson		Jan-09	1/1/2009	Jan-09	100					
Created mail list for the Northwest Library and the future Northwest Library branch	Brad Simpson		Jan-09	1/1/2009	Jan-09	100					

Strat Resources & Budget – 5 maps: New council boundaries	Brad Simpson	Strategic Resources	Jan-09	1/1/2009	Jan-09	100		
2008 Ad Valorem Tax map 2008 Tax Excluding Business Personal Property 2008 Business Personal Property	Brad Simpson	Tax Office	Jan-09	1/1/2009	Jan-09	100		
2008 Utility Billing map Format water accounts & BPP for geocoding Geocode same Create 3D versions	Brad Simpson	Water Utilities	Jan-09	1/1/2009	Jan-09	100		
Export several GIS layers for DeLiza Trevino	Brad Simpson	Housing	Jan-09	1/1/2009	Jan-09	100		
New General Obligation Bond map	Brad Simpson	SR&B	Jan-09	1/1/2009	Jan-09	100		
Instructed Advanced Training Class	Brad Simpson	IT	Jan-09	1/1/2009	Jan-09	100		
Create future Home Owner Association feature data for Corporate Communications.	Brad Simpson	Corporate Communications	Jan-09	1/1/2009	Jan-09	100		
Created Bpp table for Financial Services projects.	Brad Simpson	Finance	Jan-09	1/1/2009	Jan-09	100		
Planning & Inspection – Case Advertising – ZC08-0078 - Zoning application data entry - TBAC applications: enter applications, create maps	Brad Simpson	Planning and Inspections	Jan-09	1/1/2009	Jan-09	100		
Tested Eules interoperability patch at IPD, NPF.	Darryl	Public Safety	Jan-09	1/1/2009	Jan-09	100		
Completed specifications for spectrum/survey tool.	Darryl	Public Safety	Jan-09	1/1/2009	Jan-09	100		
Communications Building clean-up, storage/security modifications completed.	Darryl	Public Safety	Jan-09	1/1/2009	Jan-09	100		
Site test and repair of Hackberry antenna system.	Bill Jenkins	Public Safety	Jan-09	1/1/2009	Jan-09	100		
City Hall Video Improvements	Chad Powell	Citywide	Nov-08	1/31/2008	1/31/2008	100		
SharePoint	Justin Boyette/Brad Simpson	City Hall	Mar-09	3/1/2009	Mar-09	100	Consulting completed.	Working with consultant Developed Dept Team Scheduled Training/Consulting Week (canceled due to TAPE)
PetPoint	Sam Johnson	Animal Shelter	1/2/2009	3/31/2009	3/31/2009	100	Software installed and is being run paralelly with the old system until all animals registered on the old system adopted out.	Access rec'd site survey compl. Admin training beg 3/18/09.
Handheld Media Project	Justin Boyette	PD	Mar-09	3/1/2009	Mar-09	100	Into support phase.	Built page inside IU Upload media for hand held
ListServer Replacement	Justin Boyette	Corporate Communications	Mar-09	3/1/2009	Mar-09	100	Is being outsourced.	Developed List of users and lists: ***Recommend Corporate Communications proceed with outsourcing All About Irving. Maintain current system, phase out/off lists as needed. Need to develop a policy for new and current lists.
Rebuild "#945 Water Surcharges" Process	Mario Martinez		Feb-09	4/1/2009	Apr-09	100	Rebuild process of surcharges.	

InfoPath paperless Forms With database integration And digital signatures	Scott Evans	Citywide	Nov-08	3/31/2009	3/31/2009	100	Three products installed; Digital Signatures, Employee Self-Services and Electronic Performance Evaluation.	Meeting with Microsoft More experimentation Share Point task list for prod install
Published new Altiris Reports system through Citrix for weekly reporting.	John Adams	IT	Feb-09	2/1/2009	Feb-09	100	Published first version of Altiris Reports through Citrix to replace weekly reports by staff.	
Remit Plus: OCR installation to read remitted water bills	Mario Martinez	Finance	Feb-09	2/1/2009	Feb-09	100		
Surcharges: working on type # 2 script to pull, calculate and update database.	Mario Martinez	Water Utilities	Feb-09	4/1/2009	Apr-09	100		
Water Support and Report Writing	Mario Martinez	Water Utilities	Feb-09	2/1/2009	Feb-09	100	Writing Reports for Water departments and modifying existing report to run faster and transition them to crystal reports.	
Installed TaxOffice supplemental and Agents Files into testing then into production	Mario Martinez	Tax Office	Feb-09	2/1/2009	Feb-09	100	Files where loaded successfully. Installed Tax office supplements and agents files into testing then into production	
Research and testing for Handheld media to establish encoding settings for ICTN	Justin Boyette	ICTN	Feb-09	2/1/2009	Feb-09	100		
Incode Update Patch maintenance scheduled	Chris Norris	Court	Feb-09	2/1/2009	Feb-09	100		
New Horizons SQL Reporting Training	Chris Norris	Library	Feb-09	2/1/2009	Feb-09	100		
FASTER site visit and training	Chris Norris	Fleet	Feb-09	2/1/2009	Feb-09	100		
Created program that add data to GPS Fire Hydrants	Scott Evans	Fire	Feb-09	2/1/2009	Feb-09	100		
Created Electronic Bidder Form in Citrix	Scott Evans	Purchasing	Feb-09	2/1/2009	Feb-09	100		
Animal Services Phone System Improvement	Sam Johnson/Sharon Shepherd	Animal Shelter	2/1/2009	3/13/2009	Feb-09	100	New phone menu separates lines into animal control and animal shelter. Supervisors, Animal Control officers, and Service Manager received blackberries with voicemail forwarded to their Blackberry. Additional incoming line added for Control Dispatch. All shelter's phone dispatch extension have been replaced with 4444.	SW contract has been signed by Mayor. Hardware, RFO completed. Vendor selected. PO pending. Hardware funding going to next Council meeting.
Bidirectional Amplifier (BDA) installs for FS.	Martin Martinez	Fire				100		
Create centralized bidder database for city staff.	Brad Simpson	Purchasing	Feb-09	3/1/2009	Mar-09	100	Currently deploying to workstations	
Stealth Monitoring	Chad Powell		Dec-08	1/31/2009	May-09	25	Cancelled	
UNANTICIPATED TASKS COMPLETED 3RD QUARTER								
Task Description	IT Project Lead	City Dept	Start Date	Completion Date	Actual Completion Date	% Completed	Current Update	Past Update
Water Utility SWOT Input Tool	Sam Johnson	Water Utility		5/31/2009		100	Fixing logging in issue. Completed.	
City Hall Security Enhancement	Chad Powell	City Hall		5/11/2009		100		
Water Surcharges	Mario Martinez	Finance		4/13/2009		100		

Citizen Inquiry 08-09	Robb Bailey	Police		10/1/2009	5/31/2009	100	Data recovery/entry due to corruption	
SharePoint Configuration – Online file collaboration	Scott Evans	Citywide		5/31/2009		100	This is an on going support for all projects currently and will be developed using SharePoint.	Microsoft is offering consultation services for Sharepoint site design and deployment. Microsoft consultation and initiation phase completed.
Performance Evaluation Form	Robb Bailey/Brad Simpson/Scott Evans	Workforce Development	Oct-08	3/1/2009	Mar-09	100	Support role completed.	Built Performance Evaluation folders on Sharepoint.FAQ under construction. Department training continues.
P4, P1, Request To Fill Vacancy Memo redesign with digital signature	Brad Simpson	PD	5/1/2009	6/30/2009	6/30/2009	100	Task completed.	Developed initial draft of P4 and Request To Fill Vacancy Memo
Oracle License conversion	Brad Simpson	IT		3/1/2009	6/30/2009	100	Migration acceptance contract is in City Attorney's Office. Expected closeout is 4/23/2009	Waiting for Oracle to complete conversion of 150 concurrent device licenses to 6 perpetual cpu based licenses. New account rep has taken this over and is trying to help us get this moved forward. This will be complete by January.
InfoPath Paperless Forms - Workflow processes within InfoPath and SharePoint	Scott Evans	Citywide		6/30/2009		100	Research completed.	Researching Workflow processes within InfoPath/SharePoint
Drainage Rate process rebuild	Mario Martinez	Finance				100	Task completed.	Evaluating. On hold due to lower priority. Will resume working on in May. Waiting for information from Karen Siddal.
OTHER ACCOMPLISHMENTS OR TASKS COMPLETED 4TH QUARTER								