

CA-PMM

Project Name: eWIC MIS Project

OCIO Project #: 4265-028

Department: Office of Systems Integration

Reporting Period: From: 10/1/16 To: 10/31/16

Executive Project Status Report

Total Percent Complete:	42.00%
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Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period.***

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Total Percent Complete represents the entire eWIC MIS Project.

Progress during this reporting period is as follows:

- (1) The week of 10/24/16, the Project was directed by the USDA/FNS and CDPH to complete its implementation by 4/1/2020, which was previously 4/30/16. This change impacted the Project schedule, APDU, SPR, RFP key action dates and the USDA/FNS and STPD formal review of the RFP. The USDA/FNS and STPD formal draft RFP changed from 12/13/16 to 11/2/16.
- (2) With over 100 RFP reviewers and approximately 3,000 comments, the Project completed the Formal Draft RFP (version 1.0).
- (3) The Formal Draft RFP (version 1.0) was released to STPD to release to bidders for market research. STPD plans to release the draft RFP by 11/7/16.
- (4) The Project updated and resubmitted the APDU responses to CDPH for their review and submission to USDA/FNS.
- (5) The Project is in the process of updating SPR 2 due to USDA/FNS schedule reduction and plans to resubmit any changes to CDT once the APDU has been approved by USDA/FNS.
- (5) As of 9/30, the Project has recruited 11 of the 17 approved positions. The Project made an offer for the DPM II position, and the selected candidate will start on 11/1/16. The Project continues to recruit for the remaining vacancies.
- (6) The Project received CDPH's edits to the Project Charter, Governance Plan, Stakeholder Management Plan, and Communications Plan. The Project is making the necessary edits and will submit to Steering Committee for its review and approval. The Project completed its Schedule management Plan and has drafted the eight remaining plans and will finalize by 12/30.
- (7) The OSI/CDPH Interagency Agreement ends on 6/30/17. The OSI drafted another agreement to extend the IAA for the remainder of the Project (7/2017-6/2021). OSI submitted the draft IAA on 9/9/16 for CDPH's review.
- (8) The Project completed an RFP walkthrough for the Executive Board on 10/3/16. The Executive Board also completed its review of the informal draft RFP (version 2.0).

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Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes	The informal draft RFP Version 1.0 was reviewed by stakeholders.	No impact.	No action required because milestone was achieved.
2. Were any key milestones or deliverables rescheduled?	NA	Key milestones were rebaselined as part of SPR #1 approval.	No impact.	No action required because no major milestones rescheduled for this reporting period.
3. Was work done that was not planned?	No	No changes.	No impact.	No action required.
4. Were there any changes to scope?	No	No changes to scope.	No impact.	No action related to reporting a scope change is required at this time.

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5. Were tasks added that were not originally estimated?	No	No changes	No impact.	No action required.
6. Were any tasks or milestones removed?	No	No tasks were removed during this reporting period.	There is no impact. No tasks or milestones were removed.	No action is required.
7. Were any scheduled tasks not started?	No	There were no tasks scheduled to start during this reporting period.	No impact.	No action required.

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8. Are there any new major issues?	No	No new major issues.	No impact.	No action required.
9. Are there any staffing problems?	No	The current staff can support the Project while it continues its recruiting process for remainder vacant positions.	No impact	No action required

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Variations

Insert the variance value into the appropriate column for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance". **The variance must be a numeric value only.**

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	0.00%			
Milestones	0.00%			
Deliverables	0.00%			
Resources	0.00%			
OneTime Cost	0.00%			
Continuing Cost	0.00%			

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score	Score Justification
1. Customer Buy-In	High Degree of Buy-In	0	0 Green	The Center for Family Health, and the Women, Children and Infants (WIC) Division strongly support the eWIC MIS Project.
	Medium Degree of Buy-In	1		
	Low Degree of Buy-In	2		
2. Technology Viability	Strong Viability	0	0 Green	The technology is a USDA approved, EBT-ready MIS transfer system, available as public domain software for transfer and use by states modernizing their WIC case management systems to be EBT-ready.
	Medium Viability	1		
	Weak Viability	2		
3. Status of the Critical Path (delay)	<5%	0	0 Green	Schedule was rebaselined with approval of SPR #1.
	5% to 10%	2		
	>10%	4		

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4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0	Green	One-Time Costs are rebaselined with SPR #1, and are currently less than the approved rebaselined budget.
	5% to 10%	2			
	>10%	4			
5. High-Probability, High-Impact Risks	0 to 3	0	0	Green	One high-probability, high-impact risk is being tracked. A second low-probability, high-impact risk is also being tracked.
	4 to 6	1			
	>6	2			
6. Unresolved Issues (on time resolution)	On time	0	0	Green	No project risks have escalated to issues during this reporting period.
	Late with no impact	2			
	Late impacting the critical path	3			

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7. Sponsorship Commitment	Fully engaged	0	0	Green	The Chief Deputy Director of Operations/Project Sponsor strongly supports the project.
	Partially engaged	2			
	Inadequate engagement	4			
8. Strategy Alignment	Strong alignment	0	0	Green	eWIC MIS project maps to CDPH Strategic Map Objectives.
	Partial alignment	1			
	Weak or no alignment	2			
9. Value-to-Business	Strong	0	0	Green	The proposed solution is integral to meeting the USDA federal mandate to implement an EBT-ready, federally approved, MIS to replace CA WIC Program's legacy MIS by October 1, 2020.
	Medium	1			
	Weak	2			
10. Vendor Viability (provide rationale for the rating in the field following the scorecard) * If this is not applicable to your project, please select a score of "0".	Strong	0	0	Green	Scoring "0" during this reporting period. Selection of the MIS vendor is expected in 2017. The selected vendor must meet requirements and standards that will be defined in the eWIC MIS RFP now under development.
	Medium	1			
	Weak	2			
11. Milestone Hit Rate	>90% on time	0			Longer than expected duration to

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11. Milestone Hit Rate (rate of achievement as planned)	80-90% on time	1	0	Green	Longer then expected duration to develop, review, and release MIS RFP impacts milestone hit rate.
	<80% on time	2			
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	0	Green	Longer then expected duration to develop, review, and release MIS RFP impacts milestone hit rate.
	80-90% on time	1			
	<80% on time	2			

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13. Actual vs. Planned Resources	>90% assigned and available	0	0	Green	SPR #1 rebaselined resources to include OSI positions for project management.
	80-90% assigned and available	2			
	<80% assigned and available	4			
14. Overtime Utilization (% of effort that is overtime)	<15%	0	0	Green	No overtime has been used to date. Key project resources are working extra hours but are FLSA exempt.
	15-25%	1			
	>25%	2			
15. Team Effectiveness	Highly Effective	0	0	Green	After transition to OSI, the project team is building and is fully engaged.
	Moderately Effective	1			
	Ineffective	2			
		Total	0	G	

Green = 0 - 8
 Yellow = 9 - 19
 Red = 20+

Vendor Viability Rating Rationale

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The MIS vendor is not yet selected.

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Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	No	No impact.	As of this reporting period, there are no upcoming critical path milestones or deliverables that will be delayed.
2. Do any key milestones or deliverables need to be rescheduled?	Yes	SPR 2 will address will extend the finish date for APDU and Project Management tasks. No impact to the Project.	SPR 2 submitted to CDT for its review and approval.
3. Is there any unplanned work that needs to be done?	No	No impact.	None.
4. Are there any expected or recommended changes to scope?	No	There are no expected scope changes at this time.	As of this reporting period, no expected changes to scope.

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5. Are there any tasks not originally estimated that will need to be added?	No	No impact.	None.
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6. Are there any tasks or milestones that should be removed from the plan?	No	No impact.	As of this reporting period, no tasks or milestones need removed from the plan.
7. Are there any scheduled tasks whose start will likely be delayed?	No	No impact.	As of this reporting period, there are no scheduled tasks whose start date will likely be delayed.
8. Are any major new issues foreseeable?	No	No impact.	No new issues since last reporting period.
9. Are any staffing problems anticipated?	No	No impact.	None.