

Oakland County Department of Information Technology Project Scope and Approach

Project Name: G2G Program Development

Project ID: DJ8182GD

Leadership Group: IT Steering Committee			
Department: IT		Division: Application Services	
Project Sponsor: Phil Bertolini / Jim Taylor	Date Requested: 4/16/2018	PM Customer No. 182	
Request Type: <u>New Development</u>		Enhancement	
Customer Support		Planned System Maintenance or Upgrade	
IT Team Name: eCommerce		IT Team No: J	
Project Manager/Leader: Paul Megge			
Account Number: 30004	Account Description: IT – eGovernment	Customer Name:	IT - eGovernment
Grant Funded?	Yes <u>No</u>	Mandate? Yes <u>No</u>	Mandate Source:

Project Goal

To establish a Program Development Budget for the duration of the next Master Plan so that hours may be allocated to enhance G2G Cloud Solutions to meet customer and technology needs

Business Objective

To provide a flexible program development budget to meet the on-going and growing needs of users, departments and agencies in support of G2G Cloud Services goals and objectives.

Major Deliverables

- Deliverables are identified at time of the request, but may include items such as:
 - New online reports
 - Enhanced functionality of existing screens/reports
 - Modifications to static content
 - Legal Issues
 - Purchasing
 - Documentation and Handbooks

Approach

- As program budget items are identified and the estimated number of hours determined, detailed tasks and hours will be added to the project plan and the budget task decremented.
- The approach will vary depending on the nature of program development projects and tasks.

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Research & Analysis

Gartner Research Recommendation – N/A

Benefits

See Return on Investment (ROI) Analysis Document

Impact

Number of Users The number of users will vary depending on request.

Divisions All or department specific depending on request.

Leadership Groups Varies depending on specific request.

Risk

Business Environment

Medium – project will require some changes to existing business processes.

Technical Environment

Medium – previously implemented technologies with new aspects and/or new requirements.

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Assumptions

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

Other Staffing: additional staffing will be available as follows:

<u>Role:</u>	<u>Name</u>	<u>Hours per Day</u>
Project Sponsor:	Phil Bertolini/Jim Taylor	As Needed

Facilities

-

Technical

-

Funding

- IT

Other

-

Priority

Constraints

-

Exclusions

-

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PROJECT PHASE AUTHORIZATION

Phase(s): All	
Total Estimated Application Services	Hours: 700
Total Estimated Technical Systems	Hours:
Total Estimated CLEMIS	Hours:
Total Estimated Internal Services	Hours:
IT Application Services Division Manager Approval:	Date:
IT Technical Systems Division Manager Approval:	Date:
IT CLEMIS Division Manager Approval:	Date:
IT Internal Services Division Manager Approval:	Date:
IT Management Approval:	
Approved: Yes No	Date:
Reason:	
Project Sponsor Approval:	
Title:	Date:

PROJECT SUMMARY

Authorized Development (see above)	Hours: 700
Preliminary Estimated Development for Future Phases	Hours:
Grand Total Estimated Development	Hours: 700 Cost: \$115,500

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Project Name: eGovernment Program Development

Project ID: DE2187PD

PROJECT COMPLETION AUTHORIZATION

Customer Acceptance of Product:	
Title:	Date:
Project Office Review:	Date:

G2G Program Development - Size Estimate (+/- 10% to 50%)

1	Type	ID	Task Name	Estimated	Estimate Notes
2				Hours	
3	Phase	DJ8182GD	G2G Program Development Budget	700	
4				700	