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| **D:\SASD RegionalSan\Joint Logo.png** | **Project Status Report**  **SASD Maximo Upgrade & Support**  As of **04/16/2021** | **Project Manager:** Rudy Aguillio  **Project Sponsor:** Jeff Vail  **Business Owner:** Luisa Gomez |

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| **Initiative Number: 166** | | **ETSC Priority:** N/A | | | **Project Scheduled Completion Date:** TBD | | | | | | **Project Lifecycle:**  Initiation | |
| **Project Description:** Information Technology (IT) is overseeing a routine Maximo upgrade for both the Sacramento Regional County Sanitation District (Regional San) and the Sacramento Area Sewer District (SASD).  Initiative-166 is specific to the SASD Maximo upgrade from 7.6.0 to 7.6.1.2 (or the latest patch version at the time of development).  The IBM Maximo Asset Management framework has been in use by both the Sacramento Regional County District (Regional San) and the Sacramento Area Sewer District (SASD) as a web-based Computerized Maintenance Management System (CMMS) to perform enterprise asset management for several years.  Both districts upgraded to the current Maximo 7.6.0 in 2018 (SASD in April and Regional San in July).  IBM has formally announced that support for Maximo 7.6.0 will end in September 2021.  Extended support is possible at a cost, and may need to be applied for and then approved by IBM.  In addition, the IT Patch Standards call for IT to upgrade Maximo every 18-24 months. | | | | | | | | | | | | |
| **Scope:** | **GREEN = No Issues** | | | **Schedule:** | | | **GREEN = No Issues** | | | **Resources:** | | **Green = No Issues** |
| **Milestones** | | | **Start Date** | | | **End Date** | **Actual**  **End Date** | **% Complete** | **Actions/Comments** | | | |
| SASD Maximo Upgrade and Support RFP: Submit to Contracts for Review Process | | | 02/16/21 | | | Open | 04/09/21 | 100% | 04/15: Heather Luke noted that she would take the lead for both Maximo Upgrade RFPs for Contracts. Confirmed request to distribute the RFP as soon as possible (per distribution of other related Maximo RFPs)  04/09: Sent Final Draft to Contracts for their review | | | |
| SASD Maximo Spatial Configuration and Support RFP: Submit to Contract for Review Process | | | 03/11/21 | | | 03/19/21 | 04/08/21 | 100% | 04/08: Sent Final Draft to Contract for their review | | | |
| Project Charter: Draft submission to SASD for review | | | 03/24/21 | | | 04/19/21 | TBD | 80% | 04/14: Updated Project Charter to be submitted to SASD by 04/19. | | | |

| **IT Task #** | **Completed Activities This Reporting Period** | **Planned Activities for Next Reporting Period** |
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| TBD | * Completed submission of the Core Maximo Upgrade/Support RFP to Contracts | * Monitor Contracts review of the Core Maxmio Upgrade/Support RFP |
| TBD | * Completed submission of the Maximo Spatial Configuration and Support RFP | * Monitor Contracts review of the Maximo Spatial Configuration and Support RFP |
| TBD | * Updated a list of potential vendors in Confluence * <https://confluence.sacsewer.com/display/INIT166/Vendor+Search> | * Add a corresponding task/sub-task to send out communications once Contracts posts the issue(s) |
| TBD | * Met with TRM to level-set on Upgrade services needed (04/16) * Requested SOW/Cost Estimates for RM requirements | * TRM will provide an SOW and time duration for necessary requirements for RM assistance with Maximo Upgrades (2 separate estimates; 1 for each district) * TRM will provide an assessment for LOE and time duration to meet other RM requirements (including Rule File re-organization and Source Control) not required for Maximo Upgrade |
| TBD | * Submitted request to IBM for a revised quote for extended support (for both district instances) | * Monitor for response; Response will be added as a variable to Planning and the Project Plan |
| TBD | * Created SASD Maximo Upgrade Project Overview (Monthly) meeting through 2021 | * First meeting is on 04/21 |
|  |  | * Continue Build-Out of Confluence Site for Planning Phase |
|  |  | * Continue Build-Out of Jira Big Picture to coincide with Planning Epics/Tasks/Sub-Tasks |
|  |  | * Create Jira Tasks for Work In Progress (WIP) |

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| **Key Risks** | **Probability** | **Impact** | **Status** |
| TRM ability to understand complex processes to meet our upgrade requirements | Low | TBD | 04/16: Less of an issue after the latest conversation with TRM. However, we will continue to monitor as the vendor reviews our requirements.  04/02: Recently discovered. IT will await TRM’s response to our latest email.  A back up plan may involve utilizing Mark W. to help with RM scripting if TRM is unable to meet requirements. |
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| **Key Issues** | **Impact** | **Priority** | **Status** |
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