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| D:\SASD RegionalSan\SASD Logo.png | **Project Status Report** **SASD Maximo Upgrade & Support**As of **06/07/2021** | **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:** 06/30/2022 | **Project Lifecycle:**  Planning |
| **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** |
| Post Responses to Vendor Questions | 05/20/21 | 06/03/21 | 06/03/21 | 100% | 05/12:Project team agreed on the following dates:The Revised Key Dates are as follow:* Release of RFP = 05/13/21
* Questions Deadline = 05/20/21
* Posting of Addenda and Response to Question = 06/03/21
* Proposal Submittal Deadline = 06/10/21
* Consultant Interviews = 06/24/21
* Notice of Intent to Award = 07/01/21
 |
| Project Charter: Draft submission to SASD for review | 03/24/21 | 05/17/21 | TBD | 90% | Will provide the document for review in our 2nd Project Planning Meeting on 6/10 |

| **IT Task #** | **Completed Activities This Reporting Period** | **Planned Activities for Next Reporting Period** |
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| TBD | Held first Project Plan Overview Meeting (05/24)* We will hold weekly meetings based on availability
 | * Next Project Plan Meeting re-scheduled for 6/10
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| TBD | IT has drafted License solution pathway. | * IT will present in our 06/10 Project Plan Meeting
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|  |  | * Continue Build-Out of Confluence Site for Planning Phase
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|  |  | * Continue Build-Out of Jira Big Picture to coincide with Planning Epics/Tasks/Sub-Tasks
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|  |  | * Create Jira Tasks for Work In Progress (WIP)
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|  |  | * Prepare for Project Plan Meeting on 06/10
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|  |  | * Identify RFP Review team and fill out the necessary forms to provide to Contracts
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|  |  | * Next SASD Maximo Upgrade Project Overview Meeting (Monthly) will be on 06/24
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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** |
| None |  |  |  |
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