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| |  |  | | --- | --- | |  |  | | **Project Status Report**  Initiative-147: Upgrade FileNet 5.2.1.6  As of 03/01/2022 | **Project Manager:** Dan Boulger  **Project Sponsor:** Dean Wyley |

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| **Initiative Number:** 147 | | **ETSC Priority:** N/A | | **Project Scheduled Completion Date:** 09/02/2022 | | | **Project Lifecycle:** Planning | |
| **Project Description:** We are current on FileNet version 5.2.1.6. IBM won’t support this version past 04/30/2022. This project’s purpose is to upgrade to FileNet version 5.5.8. | | | | | | | | |
| **Scope:** | **GREEN = No issues** | | **Schedule:** | | **YELLOW = Significant Risks** | **Resources:** | | **GREEN = No issues** |

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| **Milestones** | **Start Date** | **Schedule End Date** | **Actual**  **End Date** | **% Complete** | **Actions/Comments** |
| Project initiation complete | 07/30/2021 | 09/09/2021 | 09/09/2021 | 100% |  |
| Project planning complete | 8/17/2021 | 03/03/2022 | TBD | 94% |  |
| Setup New Infrastructure | 01/20/2022 | 03/31/2022 | TBD | 60% |  |
| Upgrade development environment complete | 02/04/2022 | 04/19/2022 | TBD | 12% |  |
| Upgrade test environment complete | 04/20/2022 | 07/15/2022 | TBD | 0% |  |
| User Acceptance Testing (UAT) | 06/08/2022 | 07/12/2022 | TBD | 0% |  |
| Upgrade production environment complete | 07/18/2022 | 09/02/2022 | TBD | 0% |  |
| Project closure complete | 09/02/2022 | 09/19/2022 | TBD | 0% |  |

| **IT Task #** | **Completed Tasks This Reporting Period** | **Planned Activities for Next Reporting Period** | |
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|  | Setting up new FileNet development environment servers | | Complete FileNet development environment installation and configuration |
|  |  | | Complete FileNet test environment servers set up |
|  |  | | Configure custom applications to work in new development environment |
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| **Key Decisions** | **Decided by** | **Outcome** | **Status** |
| What version of FileNet will we upgrade to? | Dan Boulger | We will upgrade to FileNet version 5.5.8. | Closed |
| Should we cancel the sandbox environment | Dan Boulger | The purpose of the sandbox was to start testing before a contract could be executed. As it turns out, setting up the sandbox would have taken longer to complete than bringing in a vendor. Therefore, the perceived value in the sandbox was not realized. | Closed |
| Should we get vendor support to cover us during the upgrade period in which we will no longer be on IBM’s extended support? | Jeff Vail | Vendor support contract approved and going through purchase process. | Closed |

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| **Key Risks** | **Probability** | **Impact** | **Status** |
| IBM will no longer support FileNet past 04/30/2022. We run the risk of having our extended support expire before the upgrade project is completed. Vendor support allows IT to call IBM for help resolving issues and get security patch updates. | High | ~~Moderate~~  Low | Open ~~– Installing and configuring a sandbox environment before the implementation vendor comes on board will allow us to work concurrently to the RFP process. This may speed up the project.~~  An approved vendor support contract lowers impact from Moderate to Low. |
| Scheduling conflicts with Initiative-158 (Replace Silverlight) may delay this project’s scheduled completion. | Moderate | High | Open |
| Scheduling conflicts with Initiative-158 (Replace Silverlight) may delay this project’s scheduled completion. | Low | High | Open |

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| **Key Issues** | **Impact** | **Priority** | **Status** |
| No key issues to report. |  |  |  |
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