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| D:\SASD RegionalSan\RS Logo.png | **Project Status Report**  **Regional San Maximo Upgrade & Support**  As of **08/30/2021** | **Project Manager:** Rudy Aguillio  **Project Sponsor:** Jeff Vail  **Business Owner:** Dean Wyley |

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| **Initiative Number: 143** | | **ETSC Priority:** N/A | | | **Project Scheduled Completion Date:** 03/31/2022 | | | | | | **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-143 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 assets 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** | | | |
| Select Top Vendor Candidate | | | 07/22/21 | | | 07/23/21 | 07/22/21 | 100% | 07/23: The selection committee selects Interloc for the RS Maximo Upgrade Vendor. | | | |
| Complete Reference Checks for Top Candidate | | | 07/26/21 | | | 08/03/21 | 08/10/21 | 100% | 08/03: References requested phone call for the week of 08/09. | | | |
| Send out Notice of Intent to Award | | | 08/10/21 | | | 08/10/21 | 08/10/21 | 100% |  | | | |
| Contract Services Request (CSR) Form Submission to Contracts | | | 08/10/21 | | | 08/17/21 | 08/27/21 | 100% | Out for review week of 08/16 | | | |
| Send Final CSR to CSS (include all DE package items) | | | 08/30/21 | | | 09/02/21 |  | 50% | Requested by 1pm on 09/02 by CSS | | | |
| Project Plan/Schedule | | | 08/20/21 | | | 09/30/21 |  |  | Drafting of Project Plan and Schedule (Baseline) | | | |

| **IT Task #** | **Completed Activities This Reporting Period** | **Planned Activities for Next Reporting Period** |
| --- | --- | --- |
| TBD | Completed Reference checks on top candidate  Sent out Notice of Intent to Award  Complete CSR for Top Candidate (Draft to CSS) | * Begin process to get Contract Package to District Engineer |
|  | 08/17: Set up Project Planning Meeting(s)   * Include Confluence Walk-Thru * Include Jira and Big Picture framework Walk-Thru | * Continue Build-Out of Confluence Site for Planning Phase * Continue Build-Out of Jira Big Picture to coincide with Planning Epics/Tasks/Sub-Tasks |
|  | Reviewed Configuration Impacted Application Listing. | * Eric will review with CMMS to finalize the listing with any additional changes; Will also review the changes from IT |
|  |  | * We will continue to collaborate on the clarifying the scope of TRM’s support for the upgrade, as well as, any post-implementation support. * Decide and document the scope in our Project Plan |
|  |  | * Next Project Planning Meeting is 09/02/21 * Eric will provide an overview of the outstanding ITSD tickets impacted by or impacting the Maximo Upgrade. * In addition, we will review a prioritized listing of any Regional San initiatives or planned requests impacting or impacted by the Maximo Upgrade. |
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| **Key Decisions** | **Date** | **Decided by** | **Outcome** | **Status** |
| PM Study Environment to be excluded from Upgrade scope and shut down | 03/23 | Eric Ruffner | Document as a verified assumption in Project log | Verified |
| Maximo 8 (Maximo Application Suite) will not be an option for this upgrade | 03/25 | Dan Boulger | Current infrastructure and overall readiness are not in place to support this version. IT will review and set the appropriate timeline for a move to this version | Verified |

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| **Key Risks** | **Probability** | **Impact** | **Status** |
| None |  |  |  |
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| **Key Issues** | **Impact** | **Priority** | **Status** |
| None |  |  |  |