BOARD MEETING DATE: October 4, 2024   AGENDA NO. 15

REPORT: Status Report on Major Ongoing and Upcoming Projects for
                 Information Management

SYNOPSIS: Information Management is responsible for data systems
                 management services in support of all South Coast AQMD
                 operations. This action is to provide the monthly status report on
                 major automation contracts and planned projects.

COMMITTEE: Administrative, September 13, 2024, Reviewed

RECOMMENDED ACTION:
Receive and file.

                                          Wayne Nastri
                                          Executive Officer

RMM:XC:DD:HL:dc

Background
Information Management (IM) provides a wide range of information systems and
services in support of all South Coast AQMD operations. IM's primary goal is to
provide automated tools and systems to implement rules and regulations, and to
improve internal efficiencies. The annual Budget and Board-approved amendments to
the Budget specify projects planned during the fiscal year to develop, acquire, enhance,
or maintain mission-critical information systems.

Summary of Report
The attached report identifies the major projects/contracts or purchases that are ongoing
or expected to be initiated within the next six months. Information provided for each
project includes a brief project description and the schedule associated with known
major milestones (issue RFP/RFQ, execute contract, etc.).

Attachment
Information Management Status Report on Major Ongoing and Upcoming Projects
During the Next Six Months

Warehouse Indirect Source Rule Online Reporting Portal Phase 4	
Brief description:	Development of online reporting portal for Rule 2305 – Warehouse Indirect Source
Estimated project cost	$250,000
Overall project status	In Progress
Percentage complete	90%
LAST 30 days	• Additional System Enhancements
NEXT 30 days	• User Acceptance Testing
Original estimated go-live date	8/9/24
Current estimated go-live date	10/18/2024
Go-live date	N/A
Notes	Two new enhancements were requested by the user.

Agenda Tracking System	
Brief description	Develop new Agenda Tracking System for submittal, review, and approval of Governing Board meeting agenda items
Estimated project cost	$250,000
Overall project status	In Progress
Percentage complete	90%
LAST 30 days	• User Acceptance Testing and Training
NEXT 30 days	• User Acceptance Testing
Original estimated go-live date	11/15/24
Current estimated go-live date	11/15/24
Go-live date	N/A
Notes	Project is on schedule. IM development complete.

Online Application Filing	
Brief description	Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for staff
Estimated project cost	$525,000
Overall project status	In Progress
Percentage complete	90%
LAST 30 days	• User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms) • User Acceptance Testing of next set of Rule 222 forms
NEXT 30 days	• User Acceptance Testing of Phase 1 of the project (first ten 400-E-XX forms • User Acceptance Testing of next set of Rule 222 forms
Original estimated go-live date	1/17/25
Current estimated go-live date	1/17/25
Go-live date	N/A
Notes	IM Development Complete.

Permit Workflow Automation – Phase 1	
Brief description	Automate application acceptance and engineering evaluation processes into paperless workflows
Estimated project cost	$250,000
Overall project status	In Progress
Percentage complete	50%
LAST 30 days	• System Development in Progress
NEXT 30 days	• System Development in Progress
Original estimated go-live date	3/14/25
Current estimated go-live date	3/14/25
Go-live date	N/A
Notes	Project is on schedule.

Website Upgrade	
Brief description	Upgrade the Website Content Management System to latest version
Estimated project cost	$100,000
Overall project status	In Progress
Percentage complete	95%
LAST 30 days	• User Acceptance Testing and Training
NEXT 30 days	• User Acceptance Testing and Training
Original estimated go-live date	10/11/24
Current estimated go-live date	12/10/24
Go-live date	N/A
Notes	The project has been delayed due to software issues. A vendor fix is required.

Compliance System	
Brief description	Develop new Compliance System to help streamline the compliance business process. The new system will provide full integration of incident management, inspection process, field operations and operations dashboard
Estimated project cost	$450,000
Overall project status	In Progress
Percentage complete	60%
LAST 30 days	• System Development in progress
NEXT 30 days	• System Development in progress
Original estimated go-live date	2/28/25
Current estimated go-live date	2/28/25
Go-live date	N/A
Notes	Project is on schedule.

Source Test Tracking System (STTS)	
Brief description	Online STTS will keep track of timelines and quantify the number of test protocols and reports received. The system will provide an external online portal to submit source testing protocols and reports, track the review process, and provide integration to all other business units. It will also provide an external dashboard to review the status of a submittal.
Estimated project cost	$250,000
Overall project status	In Progress
Percentage complete	95%
LAST 30 days	• Working on going live
NEXT 30 days	• Working on going live
Original estimated go-live date	9/20/24
Current estimated go-live date	9/20/24
Go-live date	N/A
Notes	IM Development Complete. On-Boarding Procedures Approved.

IT Service Management	
Brief description	IT Service Management will help improve user experience and gain more productivity from IT infrastructure. IT Service Management will align IT service with the organizational goals and streamline delivery of services
Estimated project cost	$90,000
Overall project status	In Progress
Percentage complete	80%
LAST 30 days	• Working on going live
NEXT 30 days	• Post-production support
Original estimated go-live date	10/11/24
Current estimated go-live date	10/11/24
Go-live date	N/A
Notes	Project is on schedule.

Projects that have been completed within the last 12 months are shown below	
COMPLETED PROJECTS	
PROJECT	DATE COMPLETED
Rule 1180 System Enhancements	August 16, 2024
Rule 1415 System Enhancements	August 9, 2024
AQ-SPEC Cloud Platform Phase 2	July 10, 2024
AB2766 Version 2 Enhancements	May 9, 2024
PeopleSoft HCM Labor Agreement Implementation	April 30, 2024
PeopleSoft Electronic Requisition	April 30, 2024
Volkswagen Environmental Mitigation Trust Program GMS Enhancement	March 5, 2024
Email Gateway Replacement	March 1, 2024
Prequalify Vendor List for PCs, Network Hardware, etc.	February 2, 2024
WAIRE Program Online Portal (ISR) - Enhancement for Reporting Year 2024	December 28, 2023
Annual Emissions Reporting 2024	December 28, 2023