**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

October 20, 1992

To: Board of Directors (Engineering and Operations Committee--Information)
 (Subcommittee to Monitor Imp of Info Systems--Info)

From: General Manager

Subject: Status Report on the Progress of Phase Zero of the Information
 Systems Strategic Plan Effective 10/16/92

Report

In February of this year, your Board authorized the establishment of an appropriation to commence work on the design phase of a multi-year plan to implement new Information Systems to better address the District's current and future needs.

Work began on this program in late March. Attachment "A" is the current status of Phase Zero and contains information on the prior period's achievements, expenditures to date, and major planned activities for the upcoming month. Significant changes for the Package Selection process have been proposed to increase District involvement in the activity. Schedule impact is under review, though no budget impact is projected.

At the request of the Subcommittee to Monitor Implementation of Information Systems, these project status reports are published monthly.

Board Committee Assignments

This letter is referred for information to:

The Engineering and Operations Committee because it has jurisdiction over the contracting programs and the ordering of equipment or materials and selection of consultants to be used pursuant to Administrative Code Section 2431(h); and

The Subcommittee to Monitor Implementation of Information Systems because it has an oversight responsibility for information systems projects on behalf of the Engineering and Operations Committee.

Recommendation

For information only.


for Carl Boronkay

JRW:sm
Attachments

Metropolitan Water District
Phase 0 Implementation Status Report
For the Status Period: October 16, 1992

I. PROGRESS HIGHLIGHTS IN THIS PERIOD

- * Package Selection Committee established. The Committee has developed the RFI & RFP process.
- * Enterprise Model completed; draft deliverable under development
- * System Design Deliverable documents under development
- * Technical architecture definition is proceeding, but completion is dependent on Package Selection RFI activity.

II. MAJOR MILESTONES

Completed this period

- * Package Selection process and schedule now in place

In Progress

ACTIVITY 1 - Information Technology Transformation

Draft Recommendations under review

Deliverables under development

ACTIVITY 2 - Architecture

Draft deliverable under development

Draft technical architecture being reviewed for application impacts

ACTIVITY 3 - Business Area Requirements

Package Selection RFI developed

Systems Development Life Cycle

Reviewing SDLC Implementation plan based upon Steering Committee feedback.

Goals for next period

- * Information Technology Transformation team will complete its report
- * System Design deliverable will be completed
- * Package Selection RFI will be issued.
- * Management Review of the Enterprise Model.

III. ISSUES AND ACTION ITEMS

The original process for selection of software packages was primarily a contractor responsibility. The process has been significantly altered to increase District participation and direction. These changes have lengthened the schedule. This change is expected to have the positive effect of increasing acceptance of the Package Selection result. Greater acceptance will enhance the likelihood of successful package implementation.

Completion of the Technical Architecture Activity is now dependent upon information to be received from the software package RFI. The completion of the Phase One Implementation Plan will also be extended by the changes in the software package selection activity.

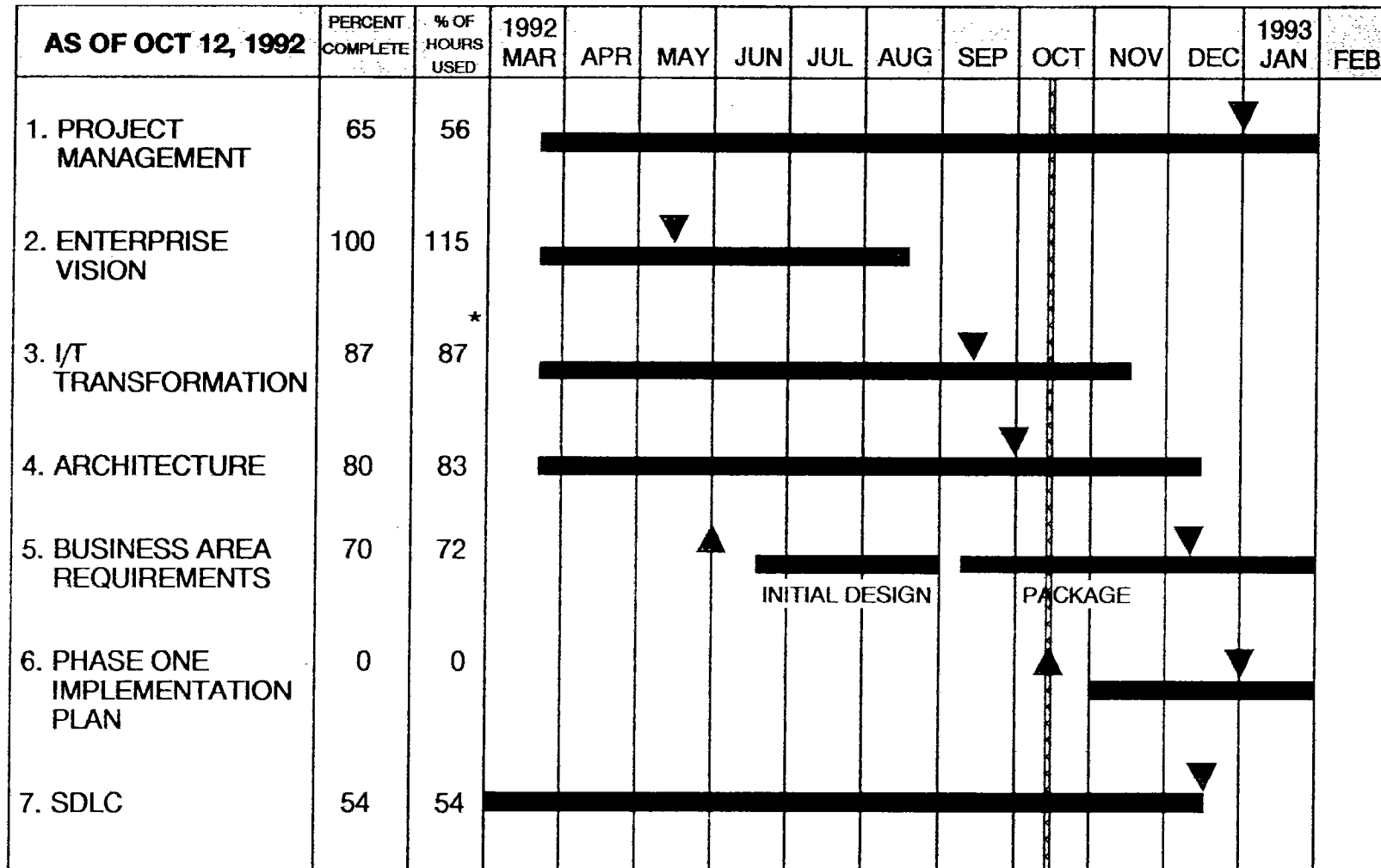
INFORMATION SYSTEMS STRATEGIC PLAN - PHASE 0

EXPENDITURE REPORT

October 15, 1992

Item	Plan	Project Reported to Date
Labor	\$446,860	\$272,908
Equipment	73,800	65,419
Software Purchased	141,862	76,185
Professional Services:		
IBM	3,380,000	2,633,263
Deloitte & Touche	581,000	195,183
Gilbreath & Horning	330,000	256,256
O & M	184,000	136,695
Totals	\$5,137,522	\$3,635,909

PROJECT SCHEDULE



■ CURRENT SCHEDULE

▼ ORIGINAL PLANNED END DATE

⌘ "AS OF" DATE

* HOURS WERE ADDED TO I/T TRANSFORMATION'S TOTAL ESTIMATE FOR TASKS WHICH HAD PREVIOUSLY BEEN IDENTIFIED BUT NOT ESTIMATED.

▲ ORIGINAL PLANNED START DATE

PHASE ZERO PROJECT GLOSSARY

Enterprise Vision

In this activity, the Steering Committee developed a senior management view of the priorities for application development. The Committee also defined responsibilities for ISD and other divisions in the Application Development process.

Information Technology (IT) Transformation

Recommendations developed by the consultant in the areas of:

- * Application development standards
- * Project organization and management
- * Benefits assessment and costing methods for applications
- * Roles and responsibilities of ISD and divisions in Application Development

Architecture

Architecture has two components:

- * Development of a model of the District's business functions and the information required to perform those functions. This model's primary use is to determine application boundaries and ensure that information flows easily from one application to another.
- * Recommendations for hardware and software to support the business application (e.g., personal computer types, communications network design, etc.)

Business Area Requirements

This activity has two phases:

- * Gathering specific requirements for applications. For example, how do we want our General Ledger account structure to look, what kind of matching criteria do we want in Accounts Payable
- * Selecting application packages from software vendors to meet the requirements. We will do this by canvassing the market with an RFI and then issuing an RFP to a limited number of vendors.

Phase One Implementation Plan

A road map for implementation of the application packages. It would include recommendations for all resources, including outside services, hardware and software to support the applications.