

**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

February 23, 1993

*To:* Board of Directors (Engineering and Operations Committee--Information)  
*From:* General Manager  
*Subject:* Status Report on the Progress of Phase Zero of the Information Systems Strategic Plan Effective 2/14/93

### Report

In February of last 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 1992. 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. The project is scheduled to complete in mid-March. Total expenditures will not exceed the current program allocation.

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(b) (h).

### Recommendation

For information only.

  
 for Carl Boronkay

JRW:sm  
 Attachments

## ATTACHMENT "A"

### Metropolitan Water District

### Phase O Implementation Status Report

For the Status Period: February 19, 1993

#### I. PROGRESS HIGHLIGHTS IN THIS PERIOD

- Finalist Software Package Vendors evaluations in progress.
- In-depth demonstrations of finalist software packages completed.
- Evaluation of software package implementation effort in progress.
- Hardware requirements of software package packages under evaluation.
- Phase One implementation planning underway.

#### II. MAJOR MILESTONES

##### Completed this period:

- Package Selection finalists in-depth demonstrations completed.

##### In Progress:

##### ACTIVITY 1 - Information Technology Transformation:

- Complete deliverables and submit to District management for review.

##### ACTIVITY 2 - Architecture:

- Final draft technical architecture deliverable in progress..
- Package Selection technical platforms (acceptable computer systems for the new application software) are being integrated into the Technical Architecture document.

### **ACTIVITY 3 - Business Area Requirements**

- Complete Package Selection evaluation, user site visits and reference checks.

### **Systems Development Life Cycle**

- Preparing for SDLC Training.

### **Goals for next period:**

- Information Technology Transformation deliverable completed and accepted.
- Acceptance of the Enterprise Model deliverable.
- System Design deliverable completed and accepted.
- Software Packages selected.
- Phase One Implementation planning nearing completion.

## **III. ISSUES AND ACTION ITEMS**

Key dates in the current schedule include:

Finalists Package Vendors selected	01/20/93
Package recommendation	02/24/93
Completion of Technical Architecture	03/05/93
Phase One Implementation Plan	03/19/93

## 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 using 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 application.

INFORMATION SYSTEMS STRATEGIC PLAN - PHASE 0

EXPENDITURE REPORT

February 14, 1993

<u>Item</u>	<u>Plan</u>	<u>Project Reported to Date</u>
Labor	\$446,860	\$370,243
Equipment	73,800	65,419
Software Purchased	141,862	76,185
Professional Services:		
IBM	3,380,000	3,380,000
Deloitte & Touche	581,000	321,043
Gilbreath & Horning	330,000	321,586
O & M	184,000	175,897
<u>Totals</u>	<u>\$5,137,522</u>	<u>\$4,710,373</u>

# PROJECT SCHEDULE


