**MWD**

METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

March 19, 1993

To: Board of Directors (Engineering and Operations Committee--Info)

From: General Manager

Subject: Status Report on the Progress of Phase Zero of the Information Systems Strategic Plan Effective 3/12/93

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 has been re-scheduled to complete by mid-April 1993. 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.

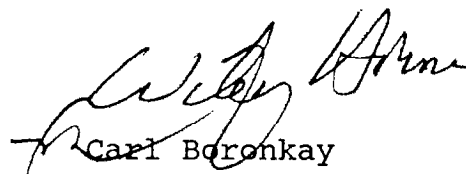
Board Committee Assignments

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.


Carl Boronkay

JRW:sm
Attachments

ATTACHMENT "A"

Metropolitan Water District

Phase Zero Implementation Status Report

For the Status Period: March 12, 1993

I. PROGRESS HIGHLIGHTS IN THIS PERIOD

- Software Package Vendors selected.
- Hardware platform recommendation to support selected software packages received and approved.
- Phase One implementation planning in progress.

II. MAJOR MILESTONES

Completed this period:

- Software Package Vendors selected.
- Hardware platform recommendation approved.

In Progress:

ACTIVITY 1 - Information Technology Transformation:

- Submit deliverables to District management for review.

ACTIVITY 2 - Architecture:

- 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 user site visits.

ACTIVITY 4 - Phase One Implementation Planning

- Application implementation sequence under development.
- Phase One approach and structure under evaluation.

Systems Development Life Cycle

- SDLC Training underway.

Goals for next period:

- Information Technology Transformation deliverable completed and accepted.
- Acceptance of the Enterprise Model deliverable.
- System Design deliverable accepted.
- Package Selection Deliverable completed and submitted to the District for review.
- Phase One Implementation planning completed.

III. ISSUES AND ACTION ITEMS

Key dates in the current schedule include:

Completion of Technical Architecture document	03/25/93
Phase One Implementation Plan	04/23/93

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.

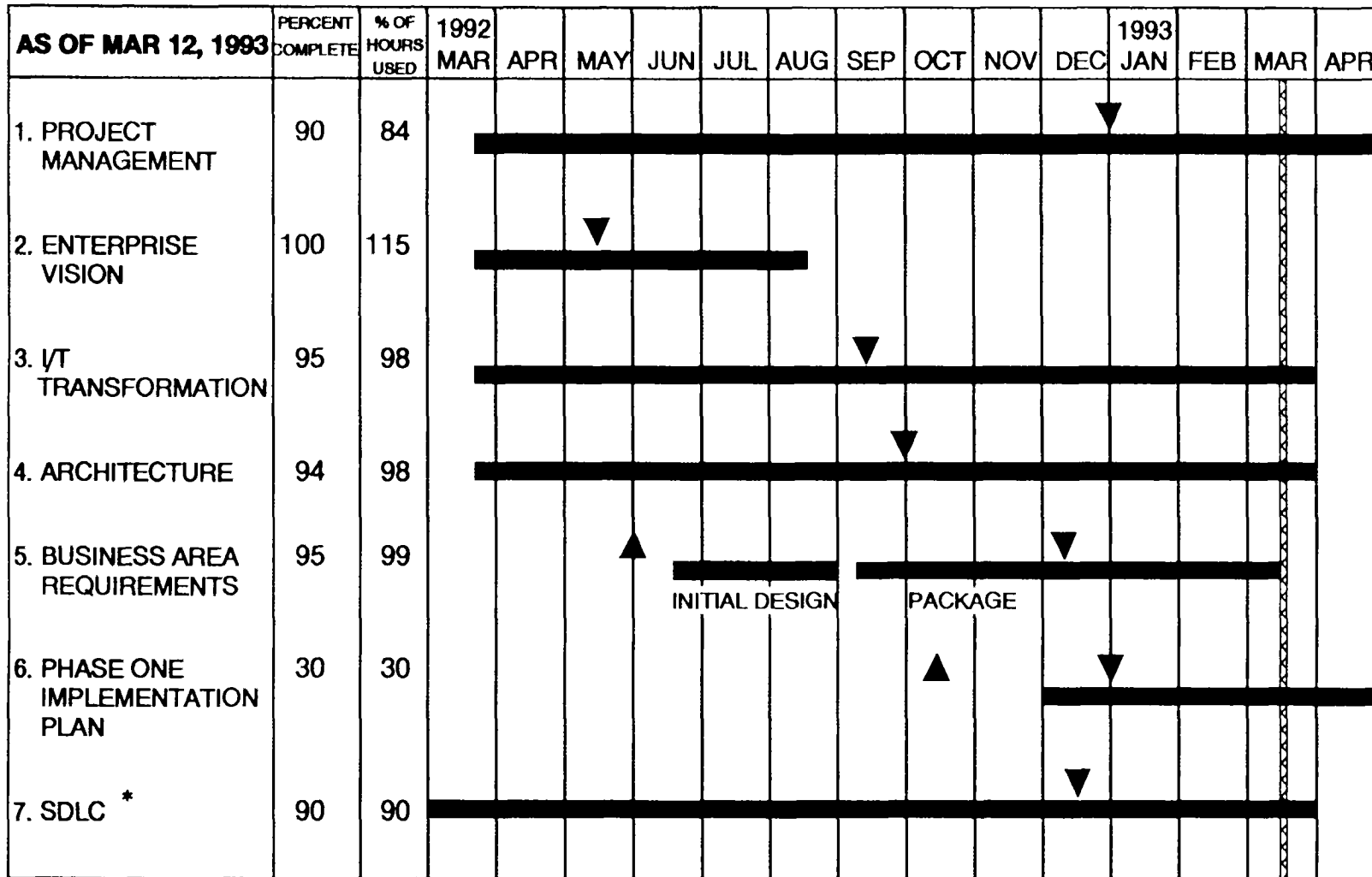
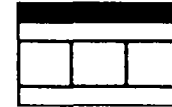
INFORMATION SYSTEMS STRATEGIC PLAN - PHASE 0

EXPENDITURE REPORT

March 12, 1993

Item	Plan	Project Reported to Date
Labor	\$446,860	\$358,965
Equipment	73,800	65,419
Software Purchased	141,862	76,185
Professional Services:		
IBM	3,380,000	3,380,000
Deloitte & Touche	581,000	362,380
Gilbreath & Horning	330,000	329,371
O & M	184,000	179,513
Interest Paid to IBM	610,061	60,000
Totals	\$5,747,583	\$4,811,834

PROJECT SCHEDULE



CURRENT SCHEDULE
 ORIGINAL PLANNED END DATE
 ORIGINAL PLANNED START DATE
 "AS OF" DATE

* Project Scope Revised 2/93