Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Blvd., Building 100
Topeka, KS 66611

Kansas
Office of Information Technology Services

Phone: (785) 296-3463
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Jeff Maxon, Interim Chief Information Technology Officer

Laura Kelly, Governor

June 8, 2023

Todd Herman, Director
Procurement and Contracts

Dear Mr. Herman:

The high-level project plan for the Department of Transportation Pavement System (PMS) Replacement project is enclosed. Shawn Brown is the primary contact for the project and can be reached at (785) 296-1382. This letter constitutes approval of the project pursuant to K.S.A. 75-7209.

K.S.A. 75-7209 states all specifications for any competitive acquisition related to an approved information technology project shall be *reviewed* by the chief information technology officer for the branch of state government of which the agency or agencies are a part. The requirement that agencies obtain CITO approval of proposed IT projects has been adjusted to be in agreement with JCIT suggestions. As a result, all specifications for any competitive acquisition related to an approved IT project shall now be *approved* by the CITO before release.

If a variance of 10% or more in time or cost to the approved high-level project plan would occur with vendor selection, a revised high-level project plan must be submitted for CITO approval and the CITO's approval shall be received, *prior* to contract award. The CITO will notify JCIT of such events as per their request.

Once the final contracts are awarded, the high-level project plan will need to be updated with detailed information and receive final CITO approval. As required by statute and reinforced by the JCIT, the detailed project plan must receive CITO approval *prior* to project execution. This detailed project plan should include information found at the following link: https://ebit.ks.gov/kito/epmo/proposed-information-technology-project-plans.

As of July 1, 2013, new CITO-reportable projects are assessed a fee to support KITO operations. The fee will be assessed against the total project cost identified in the agency's detailed project plan. The fee will be billed quarterly until the project's Post Implementation Evaluation Report (PIER) is received. Fees will be based on the following rate structure:

- Projects valued between $250,000 and $10,000,000 - .0035 of the Project cost
- Projects valued greater than $10,000,001 - .0005 of the Project cost
- Infrastructure projects - .00035 of the Project cost

If there is any further assistance I may provide, please contact me.

Respectfully,

DocuSigned by:
Calvin Reed
F0826C13E7B442C...
Calvin E. Reed, Acting Secretary
Department of Transportation

DocuSigned by:
Jeff Maxon
670B8750658F441...
Jeff Maxon, Interim CITO
Executive Branch

cc: Kelly O'Brien, CITO, Judicial Branch
Alan Weis, CITO, Legislative Branch
Adam Proffitt, Director of the Budget
James Fisher, KLRD
JCIT Membership
Kelly Johnson, OPC
Brian Reiter, OITS
Shawn Brown, KDOT
Stephanie Green, KDOT
Megan Burton, KSHS
Cole Robison, OITS
Alex Wong, CITA
Sara Spinks, KITO

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Calvin E. Reed, P.E., Acting Secretary
Shawn L. Brown, Chief Information Officer

Laura Kelly, Governor

April 26, 2023

Jeff Maxon, Interim Chief Information Technology Officer
Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Boulevard
Building 100
Topeka, KS 66611

Subject: Kansas Department of Transportation Pavement Management System (PMS) Replacement Project – Approval Request

Dear Mr. Maxon:

The Kansas Department of Transportation (KDOT) presents the high-level project plan for the agency's Pavement Management System Replacement project for your approval. The proposed project is designed to provide KDOT with a new Pavement Management System which will replace the antiquated system that was originally built in the 1980s with a singular function of providing decision support for pavement projects. The system is no longer capable of meeting the original nor the expanded requirements of such as system. Additional functions have been mandated federally, by the State, and by the Agency that have made updating and maintaining the system cumbersome and inefficient. Not only is the system at risk of failure due to outdated technology but finding staff with the requisite skills to maintain the system is becoming difficult. A new system will result in the ability to successfully produce accurate predicted budget needs to obtain desired performance and generate the lists of candidate projects that achieve the predicted performance both in terms of service conditions and structural health. The new system will allow for various performance measures and reporting requirements currently fed by the system data becoming consistent, explainable, and timely. This is a significant benefit to the agency when making and communicating decisions.

Thank you in advance for your consideration.

Sincerely,

Calvin E. Reed, P.E.
Acting Secretary

State Entity Checklist for High-Level IT Project Plan

State Entity: Kansas Department of Transportation	
Project Name: Pavement Management System (PMS) Replacement	
Greater than $250,000/ less than $1,000,000 (Y/N): N	
Greater than $1,000,000 (Y/N): Y	
IT Project Plan Documents	**Included (Y/N)**
For forms and/or more detailed information on completion of plan: see https://ebit.ks.gov/kito/it-project-oversight/proposed-it-project-plans	
For ITEC Policy and/or more detailed information on approval of IT projects, see ITEC 2400 and 2400A https://ebit.ks.gov/itec/resources/policies	
Cover Letter Requesting Project Approval	Y
IT Project Request Explanation--DA518	Y
IT Cost Benefit Statement--DA519	Y
Work Breakdown Structure	
Task Name (tasks should be descriptive)	Y
Start	Y
Finish	Y
Milestone	Y
Architectural Statement (ITEC Policy 4010 and 9500) https://ebit.ks.gov/itec/resources/policies	
Statement of products and standards compliance	Y
If different, attach CITA waiver	
Ownership of Software Code and Related Intellectual Property (ITEC Policy 1500)	
Statement of compliance	Y
If different, attach CITO waiver	
Accessibility Statement (ITEC Policy 1210) https://ebit.ks.gov/itec/resources/policies/policy-1210	
Statement indicating intent to use Voluntary Product Accessibility Template® (VPAT®) to assess compliance with ITEC 1210 as part of the procurement/development and testing process, or attach exception from State ADA Coordinator. For more information see: https://www.itic.org/policy/accessibility/vpat.	Y
Attach approval letter from State Director of IT Accessibility	Y
Electronic Records Retention Statement (K.S.A. 45-403 and K.S.A. 45-213 through 45-223) For more information see -- https://www.kshs.org/p/records-management-and-the-law/11348	
1. Identify replaced paper records	Y
2. Identify new business functions	Y
3. Reasons for business functions	Y
4. Records requirements for business function	Y
5. Documents in another system?	Y
6. Public access requirements	Y
7. Access control requirements	Y
8. Identify all records with retention period of ten or more years	Y
9. Estimate three year cost of addressing records identified in No. 8	Y
Attach approval letter from State Archivist.	Y
Risk Identification Summary (Form ITEC PM02-11a)	Y
Risk Assessment Model (RAM) Summary - High Level Plans	Y
Fiscal Note, if appropriate	
Electronic copy submitted four weeks prior to contract award and/or project execution	

This checklist is for state entity use and the completed form should be submitted with the IT Project Plan

Rev. 09/20 (hyperlinks)

INFORMATION TECHNOLOGY PROJECT REQUEST EXPLANATION -- DA 518

1. Project Title:	2. Project Priority	3. Estimated Dates	
Pavement Management System (PMS) Replacement		Planning Start:	1/6/2023
Agency:		Execution Start:	6/6/2024
Kansas Department of Transportation		Close-Out End:	1/13/2028
4. Project Description and Justification:	**Date Submitted:**	5/15/2023	

The Kansas Pavement Management System (PMS) is used to track the condition of the state highway system in order to optimally allocate the annual rehabilitation funds. KDOT has an antiquated Pavement Management System that is no longer capable of meeting the original or the expanded requirements of such a system. The system was originally built in the 1980s with a singular function of providing decision support for payment projects. Additional functions have been mandated federally and by the State and by the Agency that have made updating and maintaining the system cumbersome and inefficient. KDOT is seeking the services of a qualified vendor team to provide software and professional services to design, integrate and deploy a new pavement management and performance monitoring system. The replacement system should be able to carry forward the primary decision support functions and supply other systems and users with condition, performance, and related pavement surface and health data.

Is this an Infrastructure Project? (Y/N)	N
Will Business Process Modeling be completed during the IT project and business design? (Y/N)	Y
Will national and/or industry data standards be used? (Y/N)	Y
If yes, please specify.	Highway Performance Monitoring System (HPMS) Requirements, Federal Highway Administrtion (FHWA) Requirements, Transportation Asset Management Plan (TAMP) Requirements, Performance Measure Requirements, American Association of State Highway and Transportation Officals (AASHTO) Requirements

List any collaboration that has taken place in the planning of the IT Project, and/or will take place during execution of the project. Include tools, methods, and best practices used for providing collaboration, user input, and continued social networking.

During the planning stage of this project, the project team collaborated with the KDOT IT Services and UmmelGroup in developing requirements, gathering research and planning schedules for the project. Pavement Management team members review all project documents including the Request for Proposal (RFP), project management plan, and associated documentation prior to publication. All documents are published in the KDOT TEAMS project folder.

5. Estimated Project Cost

Category	Cost
Internal Cost (Salaries)	$105,000
Contractual Services	$3,411,000
Commodities	$0
Capital Outlay	$202,200
Sub-Total Project Costs	$3,718,200
Total KITO Rate Fee	$195,210
Total Project Costs	**$3,913,410**

KITO Rate Structure

Project Value Range		Quarterly Rate
$250,000	$10,000,000	0.00350
$10,000,001	Greater	0.00050
Infrastructure Projects		0.00035

Project Quarterly KITO Fee: $13,014

6. Project Subprojects (include name, start and end dates, and cost of each Subproject):

Subproject Name	Start Date	End Date	Internal Cost	External Cost	Total Cost
Planning	1/6/2023	6/5/2024	$5,074	$1,099,587	$1,104,661
Execution					
PMS Replacement	6/6/2024	12/2/2027	$94,852	$2,632,989	$2,727,841
					$0
					$0
					$0
					$0
Execution Sub-Total	6/6/2024	12/2/2027	$94,852	$2,632,989	$2,727,841
Close-Out	12/3/2027	1/13/2028	$5,074	$75,834	$80,908
Grand Internal, External, and Total Costs			$105,000	$3,808,410	**$3,913,410**

7. Amount by Source of Financing:

State Fiscal Years	1. SGF	2.	3.	4.	5.	6.	7.	Total
SFY 2024	$649,447							$649,447
SFY 2025	$1,298,893							$1,298,893
SFY 2026	$1,298,893							$1,298,893
SFY 2027	$666,177							$666,177
SFY 2028								$0
SFY 2029								$0
Total Project Costs	$3,913,410	$0	$0	$0	$0	$0	$0	**$3,913,410**

Description of funds listed above

Revised 5/22

INFORMATION TECHNOLOGY PROJECT REQUEST EXPLANATION -- DA 519

1. Project Title	2. Estimated Dates		Projected Months from Execution to Close-Out
Pavement Management System (PMS) Replacement	Planning Start:	1/6/2023	44
	Execution Start:	6/6/2024	
	Close-Out End:	1/13/2028	

3. Agency	4. Project Director/Project Manager
Kansas Department of Transportation	Stephanie Green

5. Qualitative and Quantitative Savings Explanation

KDOT expects cost savings in maintaining an antiquated system that isn't meeting current needs. The system that we are using today was constructed in 1980s. It functions, and the concepts are still fine, but the decisions made during development/implementation of the new system has caused limitations and an inability to add new functions.
Given the current system, people were reluctant to touch it or make changes for fear of breaking something. Assuming that the selected vendor/product is actively engaged with their customers and continually making improvements/updates to the application we will be able to maintain the system and functionality to meet our current and future objectives.
We are not looking at cost savings as the driving factor, however, KDOT does anticipate savings from business efficiencies. Cost avoidance includes improved productivity for internal staff, greater accessibility by staff, improved reporting and reduced data manipulation, agency-wide efficiencies, and labor savings in finding and correcting errors. Other intangible benefits include reporting, interfaces, exchange of data will become more streamlined, more robust in our analysis, resolution finer focus, the number of attributes larger, and the models more complex, the ability to cross-check the results to internal and external systems should be more viable, and user friendly, more people can utilize and run the application. These costs are inherent to the analysis the system contributes to the efficiency of managing and allocating annual rehabilitation funds. The tools will be changed so substantially that it is difficult to quantify savings as these will be replacing existing processes with new tools. The amount of time that it will take for various tasks with the new tools are unknown. It is anticipated that a new system is going to cost more than current expenditures, but due to operating systems and cost we are forced to move to a new application.
Ongoing cost for system maintenance and/or long-term storage are estimates at this time and will become clear vendor responses.

6. Qualitative and Quantitative Savings Estimate

Description of Savings		SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028	SFY 2029
Cost Avoidance (Soft Dollars)							
Subtotal	$0	$0	$0	$0	$0	$0	$0
Cash Savings (Hard Dollars)							
System analysis contributes to the efficiency of managing and allocating funding				$500,000	$1,000,000	$1,000,000	$1,000,000
Subtotal	$3,500,000	$0	$0	$500,000	$1,000,000	$1,000,000	$1,000,000
Other (Include Intangible Benefits)							
Subtotal	$0	$0	$0	$0	$0	$0	$0
Quantitative Savings	$3,500,000	$0	$0	$500,000	$1,000,000	$1,000,000	$1,000,000

7. Summary*		SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028	SFY 2029
Project Costs **Total**	$3,913,410	$649,447	$1,298,893	$1,298,893	$666,177	$0	$0
Net Cost Benefit **Total**	-$413,410	-$649,447	-$1,298,893	-$798,893	$333,823	$1,000,000	$1,000,000
Cost Benefit per Month	$79,545						
Calendar Months to Break Even	49						

8. Ongoing Cost	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028	SFY 2029
Operational Cost for three ensuing SFYs				$150,000	$150,000	$150,000

* Project Costs = Total Cost of Project over all Fiscal Years from all Funding Sources
Net Cost Benefit = Total Qualitative & Quantitative Savings minus Total Project Costs
Cost Benefit per Month = Total Qualitative & Quantitative Savings divided by Length of Project in months
Calendar Months to Break Even = Total Project Costs divided by Cost Benefit per Month

Revised 2/21

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
1	**Pavement Management System (PMS) Replacement Project**	**1263 days?**	**0 hrs**	**Fri 1/6/23**	**Thu 1/13/28**			**No**
2	**Project Planning**	**359 days**	**0 hrs**	**Fri 1/6/23**	**Wed 6/5/24**			**No**
3	**Statement of Work**	**51 days**	**0 hrs**	**Fri 1/6/23**	**Fri 3/17/23**			**No**
4	Draft 1	10 days	0 hrs	Fri 1/6/23	Thu 1/19/23			No
5	Draft 2	10 days	0 hrs	Fri 1/20/23	Thu 2/2/23	4		No
6	Draft 3	10 days	0 hrs	Fri 2/3/23	Thu 2/16/23	5		No
7	Draft 4	10 days	0 hrs	Fri 2/17/23	Thu 3/2/23	6		No
8	Review	7 days	0 hrs	Fri 3/3/23	Mon 3/13/23	7		No
9	Final	4 days	0 hrs	Tue 3/14/23	Fri 3/17/23	8		No
10	Statement of Work Complete	0 days	0 hrs	Fri 3/17/23	Fri 3/17/23	9		Yes
11	**High-Level Project Plan Development**	**35 days**	**0 hrs**	**Mon 3/20/23**	**Fri 5/5/23**			**No**
12	Draft WBS	10 days	0 hrs	Mon 3/20/23	Fri 3/31/23	10		No
13	Draft DA518	2 days	0 hrs	Mon 4/3/23	Tue 4/4/23	12		No
14	Draft DA519	2 days	0 hrs	Wed 4/5/23	Thu 4/6/23	13		No
15	Draft Statements	5 days	0 hrs	Mon 4/3/23	Fri 4/7/23	12		No
16	**Draft Web Accessibility Statement**	**5 days**	**0 hrs**	**Mon 4/3/23**	**Fri 4/7/23**			**No**
17	Develop Statement	5 days	0 hrs	Mon 4/3/23	Fri 4/7/23	12		No
18	Team Review of Documents	10 days	0 hrs	Mon 4/10/23	Fri 4/21/23	12,13,14,15,17		No
19	Collect Signatures	10 days	0 hrs	Mon 4/24/23	Fri 5/5/23	18		No
20	High-Level Plan Submittal	0 days	0 hrs	Fri 5/5/23	Fri 5/5/23	19		Yes
21	**CITO Approval Process**	**30 days**	**0 hrs**	**Mon 5/8/23**	**Mon 6/19/23**			**No**
22	CITO High-Level Plan Review	20 days	0 hrs	Mon 5/8/23	Mon 6/5/23	20		No
23	Revise High-Level Plan (If Required)	5 days	0 hrs	Tue 6/6/23	Mon 6/12/23	22		No
24	Resubmit to CITO	5 days	0 hrs	Tue 6/13/23	Mon 6/19/23	23		No
25	High-Level Plan Approval	0 days	0 hrs	Mon 6/19/23	Mon 6/19/23	24		Yes
26	**Request for Proposal**	**20 days**	**0 hrs**	**Mon 5/8/23**	**Mon 6/5/23**			**No**
27	Establish Selection Team and Plan	2 days	0 hrs	Mon 5/8/23	Tue 5/9/23	20		No
28	CITO Review of RFP	20 days	0 hrs	Mon 5/8/23	Mon 6/5/23	20		No
29	CITO Approval of RFP	0 days	0 hrs	Mon 6/5/23	Mon 6/5/23	28		Yes
30	**Procurement Process**	**144 days**	**0 hrs**	**Tue 6/6/23**	**Tue 1/2/24**			**No**
31	Finalize RFP Package with DoA	16 days	0 hrs	Tue 6/6/23	Tue 6/27/23	29		No
32	**Proposal Submittal**	**20 days**	**0 hrs**	**Wed 6/28/23**	**Wed 7/26/23**			**No**
33	Advertise RFP	4 wks	0 hrs	Wed 6/28/23	Wed 7/26/23	31		No
34	Prepare and conduct Pre-proposal Meeting	14 days	0 hrs	Wed 6/28/23	Tue 7/18/23	31		No
35	Respond to Vendor Questions	5 days	0 hrs	Wed 7/19/23	Tue 7/25/23	34		No
36	Selection Team Coordination	5 days	0 hrs	Wed 7/19/23	Tue 7/25/23	34		No
37	Vendor Proposals Submitted	0 days	0 hrs	Wed 7/26/23	Wed 7/26/23	33		Yes
38	**Proposal Evaluation**	**68 days**	**0 hrs**	**Thu 7/27/23**	**Tue 10/31/23**			**No**

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
39	Technical Proposal Evaluation	2 wks	0 hrs	Thu 7/27/23	Wed 8/9/23	37		No
40	Select Shortlisted Vendors Complete	0 days	0 hrs	Wed 8/9/23	Wed 8/9/23	39		Yes
41	Provide Sandbox Demonstrations	30 days	0 hrs	Thu 8/10/23	Thu 9/21/23	40		No
42	Interview Shortlisted Vendors	15 days	0 hrs	Fri 9/22/23	Thu 10/12/23	41		No
43	Cost Proposal Evaluation	10 days	0 hrs	Fri 10/13/23	Thu 10/26/23	42		No
44	DOA Contacts Selected Vendor	3 days	0 hrs	Fri 10/27/23	Tue 10/31/23	43		No
45	Announce Bid Winner	0 days	0 hrs	Tue 10/31/23	Tue 10/31/23	44		Yes
46	**Contract Award**	**40 days**	**0 hrs**	**Wed 11/1/23**	**Tue 1/2/24**			**No**
47	Contract Negotiations	30 days	0 hrs	Wed 11/1/23	Fri 12/15/23	45		No
48	Complete Legal Review of Contract	2 wks	0 hrs	Mon 12/18/23	Tue 1/2/24	47		No
49	Award Contract	0 days	0 hrs	Tue 1/2/24	Tue 1/2/24	48		Yes
50	Contract Executed	0 days	0 hrs	Tue 1/2/24	Tue 1/2/24	49		Yes
51	Kickoff Meeting	1 day	0 hrs	Wed 1/3/24	Wed 1/3/24	50		No
52	**Documentation - Base System**	**36 days**	**0 hrs**	**Wed 1/3/24**	**Thu 2/22/24**			**No**
53	**Detailed Project Plan**	**21 days**	**0 hrs**	**Wed 1/3/24**	**Thu 2/1/24**			**No**
54	Revise High-Level Statements	8 days	0 hrs	Wed 1/3/24	Fri 1/12/24	50		No
55	Develop New Documents	7 days	0 hrs	Tue 1/16/24	Wed 1/24/24	54		No
56	Team Review of Documents	2 days	0 hrs	Thu 1/25/24	Fri 1/26/24	55		No
57	Collect Signatures	4 days	0 hrs	Mon 1/29/24	Thu 2/1/24	56		No
58	**CITO Approval Process**	**15 days**	**0 hrs**	**Fri 2/2/24**	**Thu 2/22/24**			**No**
59	CITO Detailed Plan Review	10 days	0 hrs	Fri 2/2/24	Thu 2/15/24	57		No
60	Revise Detailed Plan (If Necessary)	3 days	0 hrs	Fri 2/16/24	Tue 2/20/24	59		No
61	Resubmit to CITO	2 days	0 hrs	Wed 2/21/24	Thu 2/22/24	60		No
62	Detailed Project Plan Complete	0 days	0 hrs	Thu 2/22/24	Thu 2/22/24	61		Yes
63	**Project Design**	**73 days**	**0 hrs**	**Fri 2/23/24**	**Wed 6/5/24**			**No**
64	Draft Requirement Traceability	10 days	0 hrs	Fri 2/23/24	Thu 3/7/24	62		No
65	Review and Finalize Traceability Document	10 days	0 hrs	Fri 3/8/24	Thu 3/21/24	64		No
66	Draft System Design	7 days	0 hrs	Fri 3/22/24	Mon 4/1/24	65		No
67	Review Data Retention With State Historical Society	2 days	0 hrs	Tue 4/2/24	Wed 4/3/24	66		No
68	Review and Finalize System Design	5 days	0 hrs	Thu 4/4/24	Wed 4/10/24	67		No
69	Draft Software Design	8 days	0 hrs	Thu 4/11/24	Mon 4/22/24	68		No
70	Review and Finalize Software Design	8 days	0 hrs	Tue 4/23/24	Thu 5/2/24	69		No
71	**Draft Software Test Plan**	**5 days**	**0 hrs**	**Fri 5/3/24**	**Thu 5/9/24**			**No**
72	Review and Finalize Software Test Plan	5 days	0 hrs	Fri 5/3/24	Thu 5/9/24	70		No
73	Software Test Plan Complete	0 days	0 hrs	Thu 5/9/24	Thu 5/9/24	72		Yes
74	**Draft Deployment Transition Plan**	**5 days**	**0 hrs**	**Fri 5/10/24**	**Thu 5/16/24**			**No**
75	Review and Finalize Deployment Transition Plan	5 days	0 hrs	Fri 5/10/24	Thu 5/16/24	73		No
76	Deployment Transition Plan Complete	0 days	0 hrs	Thu 5/16/24	Thu 5/16/24	75		Yes

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
77	**Draft Operations Support Plan**	**5 days**	**0 hrs**	**Fri 5/17/24**	**Thu 5/23/24**			**No**
78	Review and Finalize Operations Support Plan	5 days	0 hrs	Fri 5/17/24	Thu 5/23/24	76		No
79	Operations Support Plan Complete	0 days	0 hrs	Thu 5/23/24	Thu 5/23/24	78		Yes
80	**Draft Security Plan**	**5 days**	**0 hrs**	**Fri 5/24/24**	**Fri 5/31/24**			**No**
81	Review and Finalize Security Plan	5 days	0 hrs	Fri 5/24/24	Fri 5/31/24	79		No
82	**Draft Training Materials**	**3 days**	**0 hrs**	**Mon 6/3/24**	**Wed 6/5/24**			**No**
83	Review and Finalize Training Materials	3 days	0 hrs	Mon 6/3/24	Wed 6/5/24	81		No
84	Finalize Base System Documentation	0 days	0 hrs	Wed 6/5/24	Wed 6/5/24	83		Yes
85	**Project Execution**	**876 days**	**0 hrs**	**Thu 6/6/24**	**Thu 12/2/27**			**No**
86	**Base System Deployment**	**450 days**	**0 hrs**	**Thu 6/6/24**	**Thu 3/19/26**			**No**
87	**Pre-deployment**	**10 days**	**0 hrs**	**Thu 6/6/24**	**Wed 6/19/24**			**No**
88	Initialize Server Setup	5 days	0 hrs	Thu 6/6/24	Wed 6/12/24	84		No
89	Finalize Server Setup	5 days	0 hrs	Thu 6/13/24	Wed 6/19/24	88		No
90	**Data Migration**	**90 days**	**0 hrs**	**Thu 6/6/24**	**Fri 10/11/24**			**No**
91	**Data Mapping (System-to-system)**	**50 days**	**0 hrs**	**Thu 6/6/24**	**Thu 8/15/24**			**No**
92	Define Data Elements and Relationships	5 days	0 hrs	Thu 6/6/24	Wed 6/12/24	84		No
93	Design Data Structures	5 days	0 hrs	Thu 6/13/24	Wed 6/19/24	92		No
94	Develop Data Conversion Plan	10 days	0 hrs	Thu 6/20/24	Wed 7/3/24	93		No
95	Document Data Migration Plan	10 days	0 hrs	Fri 7/5/24	Thu 7/18/24	94		No
96	KDOT Review & Approval Data Conversion Plan	10 days	0 hrs	Fri 7/19/24	Thu 8/1/24	95		No
97	KDOT Review & Approval Data Migration Plan	10 days	0 hrs	Fri 8/2/24	Thu 8/15/24	96		No
98	**Data Migration**	**40 days**	**0 hrs**	**Fri 8/16/24**	**Fri 10/11/24**			**No**
99	Build Mock Data Objects	20 days	0 hrs	Fri 8/16/24	Fri 9/13/24	97		No
100	Data Cleanup/Data Profiling	20 days	0 hrs	Fri 8/16/24	Fri 9/13/24	97		No
101	Perform Data Conversion	10 days	0 hrs	Mon 9/16/24	Fri 9/27/24	100		No
102	Migrate Data	10 days	0 hrs	Mon 9/30/24	Fri 10/11/24	101		No
103	Data Migration Complete	0 days	0 hrs	Fri 10/11/24	Fri 10/11/24	102		Yes
104	**Develop Interfaces**	**305 days**	**0 hrs**	**Mon 10/14/24**	**Tue 12/30/25**			**No**
105	**Interface 1**	**80 days**	**0 hrs**	**Mon 10/14/24**	**Fri 2/7/25**			**No**
106	Develop Interface 1	45 days	0 hrs	Mon 10/14/24	Tue 12/17/24	103		No
107	Test Interface 1	15 days	0 hrs	Wed 12/18/24	Thu 1/9/25	106		No
108	Debug Interface 1	10 days	0 hrs	Fri 1/10/25	Fri 1/24/25	107		No
109	Test Interface 1	10 days	0 hrs	Mon 1/27/25	Fri 2/7/25	108		No
110	Interface 1 Complete	0 days	0 hrs	Fri 2/7/25	Fri 2/7/25	109		Yes
111	**Interface 2**	**80 days**	**0 hrs**	**Mon 10/14/24**	**Fri 2/7/25**			**No**
112	Develop Interface 2	45 days	0 hrs	Mon 10/14/24	Tue 12/17/24	103		No
113	Test Interface 2	15 days	0 hrs	Wed 12/18/24	Thu 1/9/25	112		No
114	Debug Interface 2	10 days	0 hrs	Fri 1/10/25	Fri 1/24/25	113		No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
115	Test Interface 2	10 days	0 hrs	Mon 1/27/25	Fri 2/7/25	114		No
116	Interface 2 Complete	0 days	0 hrs	Fri 2/7/25	Fri 2/7/25	115		Yes
117	**Interface 3**	**80 days**	**0 hrs**	**Wed 12/18/24**	**Fri 4/11/25**			**No**
118	Develop Interface 3	45 days	0 hrs	Wed 12/18/24	Fri 2/21/25	106		No
119	Test Interface 3	15 days	0 hrs	Mon 2/24/25	Fri 3/14/25	118,107		No
120	Debug Interface 3	10 days	0 hrs	Mon 3/17/25	Fri 3/28/25	119		No
121	Test Interface 3	10 days	0 hrs	Mon 3/31/25	Fri 4/11/25	120		No
122	Interface 3 Complete	0 days	0 hrs	Fri 4/11/25	Fri 4/11/25	121		Yes
123	**Interface 4**	**80 days**	**0 hrs**	**Wed 12/18/24**	**Fri 4/11/25**			**No**
124	Develop Interface 4	45 days	0 hrs	Wed 12/18/24	Fri 2/21/25	112		No
125	Test Interface 4	15 days	0 hrs	Mon 2/24/25	Fri 3/14/25	124,113		No
126	Debug Interface 4	10 days	0 hrs	Mon 3/17/25	Fri 3/28/25	125		No
127	Test Interface 4	10 days	0 hrs	Mon 3/31/25	Fri 4/11/25	126		No
128	Interface 4 Complete	0 days	0 hrs	Fri 4/11/25	Fri 4/11/25	127		Yes
129	**Interface 5**	**50 days**	**0 hrs**	**Mon 2/24/25**	**Fri 5/2/25**			**No**
130	Develop Interface 5	45 days	0 hrs	Mon 2/24/25	Fri 4/25/25	118		No
131	Test Interface 5	15 days	0 hrs	Mon 3/17/25	Fri 4/4/25	118,119		No
132	Debug Interface 5	10 days	0 hrs	Mon 4/7/25	Fri 4/18/25	131		No
133	Test Interface 5	10 days	0 hrs	Mon 4/21/25	Fri 5/2/25	132		No
134	Interface 5 Complete	0 days	0 hrs	Fri 5/2/25	Fri 5/2/25	133		Yes
135	**Interface 6**	**80 days**	**0 hrs**	**Mon 2/24/25**	**Mon 6/16/25**			**No**
136	Develop Interface 6	45 days	0 hrs	Mon 2/24/25	Fri 4/25/25	124		No
137	Test Interface 6	15 days	0 hrs	Mon 4/28/25	Fri 5/16/25	136,125		No
138	Debug Interface 6	10 days	0 hrs	Mon 5/19/25	Mon 6/2/25	137		No
139	Test Interface 6	10 days	0 hrs	Tue 6/3/25	Mon 6/16/25	138		No
140	Interface 6 Complete	0 days	0 hrs	Mon 6/16/25	Mon 6/16/25	139		Yes
141	**Interface 7**	**80 days**	**0 hrs**	**Mon 4/28/25**	**Tue 8/19/25**			**No**
142	Develop Interface 7	45 days	0 hrs	Mon 4/28/25	Mon 6/30/25	130		No
143	Test Interface 7	15 days	0 hrs	Tue 7/1/25	Tue 7/22/25	142,131		No
144	Debug Interface 7	10 days	0 hrs	Wed 7/23/25	Tue 8/5/25	143		No
145	Test Interface 7	10 days	0 hrs	Wed 8/6/25	Tue 8/19/25	144		No
146	Interface 7 Complete	0 days	0 hrs	Tue 8/19/25	Tue 8/19/25	145		Yes
147	**Interface 8**	**80 days**	**0 hrs**	**Mon 4/28/25**	**Tue 8/19/25**			**No**
148	Develop Interface 8	45 days	0 hrs	Mon 4/28/25	Mon 6/30/25	136		No
149	Test Interface 8	15 days	0 hrs	Tue 7/1/25	Tue 7/22/25	148,137		No
150	Debug Interface 8	10 days	0 hrs	Wed 7/23/25	Tue 8/5/25	149		No
151	Test Interface 8	10 days	0 hrs	Wed 8/6/25	Tue 8/19/25	150		No
152	Interface 8 Complete	0 days	0 hrs	Tue 8/19/25	Tue 8/19/25	151		Yes

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
153	**Interface 9**	**80 days**	**0 hrs**	**Tue 7/1/25**	**Wed 10/22/25**			**No**
154	Develop Interface 9	45 days	0 hrs	Tue 7/1/25	Wed 9/3/25	142		No
155	Test Interface 9	15 days	0 hrs	Thu 9/4/25	Wed 9/24/25	154,143		No
156	Debug Interface 9	10 days	0 hrs	Thu 9/25/25	Wed 10/8/25	155		No
157	Test Interface 9	10 days	0 hrs	Thu 10/9/25	Wed 10/22/25	156		No
158	Interface 9 Complete	0 days	0 hrs	Wed 10/22/25	Wed 10/22/25	157		Yes
159	**Interface 10**	**80 days**	**0 hrs**	**Tue 7/1/25**	**Wed 10/22/25**			**No**
160	Develop Interface 10	45 days	0 hrs	Tue 7/1/25	Wed 9/3/25	148		No
161	Test Interface 10	15 days	0 hrs	Thu 9/4/25	Wed 9/24/25	160,149		No
162	Debug Interface 10	10 days	0 hrs	Thu 9/25/25	Wed 10/8/25	161		No
163	Test Interface 10	10 days	0 hrs	Thu 10/9/25	Wed 10/22/25	162		No
164	Interface 10 Complete	0 days	0 hrs	Wed 10/22/25	Wed 10/22/25	163		Yes
165	**Interface 11**	**80 days**	**0 hrs**	**Thu 9/4/25**	**Tue 12/30/25**			**No**
166	Develop Interface 11	45 days	0 hrs	Thu 9/4/25	Wed 11/5/25	154		No
167	Test Interface 11	15 days	0 hrs	Thu 11/6/25	Mon 12/1/25	166,155		No
168	Debug Interface 11	10 days	0 hrs	Tue 12/2/25	Mon 12/15/25	167		No
169	Test Interface 11	10 days	0 hrs	Tue 12/16/25	Tue 12/30/25	168		No
170	Interface 11 Complete	0 days	0 hrs	Tue 12/30/25	Tue 12/30/25	169		Yes
171	Interface Development Completed	0 days	0 hrs	Tue 12/30/25	Tue 12/30/25	170		Yes
172	**Phase 1 Deployment**	**50 days**	**0 hrs**	**Wed 12/31/25**	**Thu 3/12/26**			**No**
173	Initial Deployment	6 days	0 hrs	Wed 12/31/25	Thu 1/8/26	171		No
174	Configuration	10 days	0 hrs	Fri 1/9/26	Fri 1/23/26	173		No
175	Finalize Configuration	4 days	0 hrs	Mon 1/26/26	Thu 1/29/26	174		No
176	**Acceptance Testing - Phase 1**	**30 days**	**0 hrs**	**Fri 1/30/26**	**Thu 3/12/26**			**No**
177	PMS Dry Run - Test Set 1	10 days	0 hrs	Fri 1/30/26	Thu 2/12/26	175		No
178	PMS Dry Run - Test Set 2	10 days	0 hrs	Fri 2/13/26	Thu 2/26/26	177		No
179	Acceptance Testing	10 days	0 hrs	Fri 2/27/26	Thu 3/12/26	178		No
180	Acceptance Testing - Phase 1 Complete	0 days	0 hrs	Thu 3/12/26	Thu 3/12/26	179		Yes
181	Base Software Deployment	0 days	0 hrs	Thu 3/12/26	Thu 3/12/26	180		Yes
182	Training	5 days	0 hrs	Fri 3/13/26	Thu 3/19/26	181		No
183	**Custom Software Deployment**	**426 days**	**0 hrs**	**Fri 3/20/26**	**Thu 12/2/27**			**No**
184	**Documentation - Custom Software**	**106 days**	**0 hrs**	**Fri 3/20/26**	**Mon 8/24/26**			**No**
185	Draft Requirement Traceability	10 days	0 hrs	Fri 3/20/26	Thu 4/2/26	182		No
186	Review and Finalize Requirements Traceability	5 days	0 hrs	Fri 4/3/26	Thu 4/9/26	185		No
187	Requirements Traceability Document Complete	0 days	0 hrs	Thu 4/9/26	Thu 4/9/26	186		Yes
188	Draft System Design	7 days	0 hrs	Fri 4/10/26	Mon 4/20/26	187		No
189	Review and Finalize System Design	5 days	0 hrs	Tue 4/21/26	Mon 4/27/26	188		No
190	System Design Document Complete	0 days	0 hrs	Mon 4/27/26	Mon 4/27/26	189		Yes

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
191	Draft Software Design	8 days	0 hrs	Tue 4/28/26	Thu 5/7/26	190		No
192	Review and Finalize Software Design	5 days	0 hrs	Fri 5/8/26	Thu 5/14/26	191		No
193	Software Design Document Complete	0 days	0 hrs	Thu 5/14/26	Thu 5/14/26	192		Yes
194	Draft System Component	3 days	0 hrs	Fri 5/15/26	Tue 5/19/26	193		No
195	Review and Finalize System Component	3 days	0 hrs	Wed 5/20/26	Fri 5/22/26	194		No
196	Draft Software	10 days	0 hrs	Mon 6/1/26	Fri 6/12/26	195		No
197	Review and Finalize Software	10 days	0 hrs	Mon 6/15/26	Fri 6/26/26	196		No
198	**Test Plan - Phase 2**	**15 days**	**0 hrs**	**Mon 6/29/26**	**Mon 7/20/26**			**No**
199	Draft Test Plan	10 days	0 hrs	Mon 6/29/26	Mon 7/13/26	197		No
200	Review and Finalize Test Plan	5 days	0 hrs	Tue 7/14/26	Mon 7/20/26	199		No
201	Acceptance Test Plans Complete	0 days	0 hrs	Mon 7/20/26	Mon 7/20/26	200		Yes
202	Draft Software Test Plan	5 days	0 hrs	Tue 7/21/26	Mon 7/27/26	201		No
203	Review and Finalize Software Test Plan	5 days	0 hrs	Tue 7/28/26	Mon 8/3/26	202		No
204	Software Test Plan Complete	0 days	0 hrs	Mon 8/3/26	Mon 8/3/26	203		Yes
205	Draft Training Materials	10 days	0 hrs	Tue 8/4/26	Mon 8/17/26	204		No
206	Review and Finalize Training Materials	5 days	0 hrs	Tue 8/18/26	Mon 8/24/26	205		No
207	Custom Software Documentation Complete	0 days	0 hrs	Mon 8/24/26	Mon 8/24/26	206		Yes
208	Phase 2 Development	200 days	0 hrs	Tue 8/25/26	Fri 6/11/27	207		No
209	**Testing**	**75 days**	**0 hrs**	**Mon 6/14/27**	**Mon 9/27/27**			**No**
210	Unit Testing Phase 1	10 days	0 hrs	Mon 6/14/27	Fri 6/25/27	208		No
211	Unit Testing Phase 2	10 days	0 hrs	Mon 6/28/27	Mon 7/12/27	210		No
212	Individual Feature Testing	10 days	0 hrs	Tue 7/13/27	Mon 7/26/27	211		No
213	Integration Testing Phase 1	10 days	0 hrs	Tue 7/27/27	Mon 8/9/27	212		No
214	Integration Testing Phase 2	10 days	0 hrs	Tue 8/10/27	Mon 8/23/27	213		No
215	Regression Testing Phase 1	10 days	0 hrs	Tue 8/24/27	Mon 9/6/27	214		No
216	Regression Testing Phase 2	10 days	0 hrs	Tue 9/7/27	Mon 9/20/27	215		No
217	Load Testing	5 days	0 hrs	Tue 9/21/27	Mon 9/27/27	216		No
218	Final Software Requirements Development	0 days	0 hrs	Mon 9/27/27	Mon 9/27/27	217		Yes
219	**Phase 2 Deployment**	**39 days**	**0 hrs**	**Tue 9/28/27**	**Mon 11/22/27**			**No**
220	Deployment	6 days	0 hrs	Tue 9/28/27	Tue 10/5/27	218		No
221	Configuration	6 days	0 hrs	Wed 10/6/27	Wed 10/13/27	220		No
222	**Acceptance Testing - Phase 2**	**27 days**	**0 hrs**	**Thu 10/14/27**	**Mon 11/22/27**			**No**
223	Dry Run Set 1	10 days	0 hrs	Thu 10/14/27	Wed 10/27/27	221		No
224	Dry Run Set 2	10 days	0 hrs	Thu 10/28/27	Thu 11/11/27	223		No
225	Final Acceptance Testing	7 days	0 hrs	Fri 11/12/27	Mon 11/22/27	224		No
226	Acceptance Testing - Phase 2 Complete	0 days	0 hrs	Mon 11/22/27	Mon 11/22/27	225		Yes
227	Final Software Deployment and Integration	0 days	0 hrs	Mon 11/22/27	Mon 11/22/27	226		Yes
228	**Custom Software Training**	**6 days**	**0 hrs**	**Tue 11/23/27**	**Thu 12/2/27**			**No**

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
229	Training	6 days	0 hrs	Tue 11/23/27	Thu 12/2/27	227		No
230	Pre-Deployment Training Complete	0 days	0 hrs	Thu 12/2/27	Thu 12/2/27	229		Yes
231	**KDOT PMS Replacement Project Reporting**	**820 days**	**0 hrs**	**Mon 7/8/24**	**Mon 10/11/27**			**No**
232	**Quarterly Reporting**	**820 days**	**0 hrs**	**Mon 7/8/24**	**Mon 10/11/27**			**No**
233	2024 Q2	2 days	0 hrs	Mon 7/8/24	Tue 7/9/24			No
234	2024 Q3	2 days	0 hrs	Tue 10/8/24	Wed 10/9/24			No
235	2024 Q4	2 days	0 hrs	Wed 1/8/25	Thu 1/9/25			No
236	2025 Q1	2 days	0 hrs	Tue 4/8/25	Wed 4/9/25			No
237	2025 Q2	2 days	0 hrs	Tue 7/8/25	Wed 7/9/25			No
238	2025 Q3	2 days	0 hrs	Wed 10/8/25	Thu 10/9/25			No
239	2025 Q4	2 days	0 hrs	Thu 1/8/26	Fri 1/9/26			No
240	2026 Q1	2 days	0 hrs	Wed 4/8/26	Thu 4/9/26			No
241	2026 Q2	2 days	0 hrs	Wed 7/8/26	Thu 7/9/26			No
242	2026 Q3	2 days	0 hrs	Thu 10/8/26	Fri 10/9/26			No
243	2026 Q4	2 days	0 hrs	Fri 1/8/27	Mon 1/11/27			No
244	2027 Q1	2 days	0 hrs	Thu 4/8/27	Fri 4/9/27			No
245	2027 Q2	2 days	0 hrs	Thu 7/8/27	Fri 7/9/27			No
246	2027 Q3	2 days	0 hrs	Fri 10/8/27	Mon 10/11/27			No
247	Quarterly Reporting Complete	0 days	0 hrs	Thu 4/9/26	Thu 4/9/26	240		No
248	**Closeout**	**28 days**	**0 hrs**	**Fri 12/3/27**	**Thu 1/13/28**			**No**
249	Assemble Evaluation Team	2 days	0 hrs	Fri 12/3/27	Mon 12/6/27	230		No
250	Conduct Lessons Learned Session	1 day	0 hrs	Tue 12/7/27	Tue 12/7/27	249		No
251	Develop Project Lessons Learned Document	2 days	0 hrs	Wed 12/8/27	Thu 12/9/27	250		No
252	Develop Draft CITO PIER	10 days	0 hrs	Fri 12/10/27	Thu 12/23/27	251		No
253	Internal Team Review of PIER	2 days	0 hrs	Mon 12/27/27	Tue 12/28/27	252		No
254	Revise PIER	10 days	0 hrs	Wed 12/29/27	Wed 1/12/28	253		No
255	Submit PIER to CITO	1 day	0 hrs	Thu 1/13/28	Thu 1/13/28	254		No
256	Closeout Complete	0 days	0 hrs	Thu 1/13/28	Thu 1/13/28	255		Yes

State Archivist
State Archives Division
6425 SW 6th Avenue
Topeka KS 66615-1099

Kansas Historical Society

785-272-8681, ext. 272
megan.burton@ks.gov
kshs.org

Patrick Zollner, Executive Director

Laura Kelly, Governor

May 9, 2023

Calvin Reed, Acting Secretary
Kansas Department of Transportation
700 SW Harrison St.
Topeka, KS 66603

Dear Secretary Reed,

As part of the approval process for information technology projects over $250,000, the State Archivist is required to evaluate the impact of information technology projects on government records with long-term (10+ year) retention requirements. If the project impacts long-term records, the State Archivist must ensure that appropriate provisions have been made for these records in the high-level and detailed project plans, in the system design, and for their ingestion, if prudent and feasible, into the Kansas Enterprise Electronic Preservation (KEEP) system. An Electronic Records Retention Statement and approval letter from the State Archivist must accompany high level and detailed project plans submitted to the Executive Branch Chief Information Technology Officer.

In compliance with this process, Stephanie Green, IT Project Manager, recently sent to me for review an Electronic Records Retention Statement for the Kansas Department of Transportation Pavement Management System (PMS) high-level project plan. From my review of the project plan materials, it appears that this will impact records. State Records Board approved retention schedules have already been created for the records impacted by the system. No further work is required at this time.

The Electronic Records Retention Statement for the high-level plan is approved. A copy of this approval letter should be included when submitting the project plan to the Executive Branch CITO for approval.

Sincerely,

Megan Burton

Megan Burton
State Archivist

Cc: Stephanie Green, KDOT Office of Information Technology Services
Cole Robison, Director of IT Accessibility, OITS

Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Blvd., Building 100
Topeka, KS 66611

Kansas
Office of Information Technology Services

Phone: (785) 296-3463
Fax: (785) 296-1168
oits.info@ks.gov

Jeff Maxon, Interim Chief Information Technology Officer

Laura Kelly, Governor

May 9, 2023

Calvin Reed, Acting Secretary
Department of Transportation
700 SW Harrison St., Dwight D. Eisenhower State Office Building
Topeka, KS 66603-3745

Dear Sec. Reed:

As part of the approval process for information technology projects over $250,000, a statement indicating compliance with State Information Technology Executive Council (ITEC) Policy 1210 *Information and Communication Technology Accessibility Standards* must be filed with the Branch Chief Information Technology Officer and approved by the Director of Information Technology (IT) Accessibility. I recently received from Stephanie Green an Accessibility Statement for the Pavement Management and Performance Monitoring System Replacement (PMS Replacement) project for review in compliance with this process.

This statement affirms that the requirements of ITEC Policy 1210 have been incorporated in the request for proposal documentation for this project in order that the project will comply with these, and that documentation of compliance will be provided using the Voluntary Product Accessibility Template® (VPAT®).

The Accessibility Statement for the PMS Replacement high-level project plan is approved. A copy of this letter should be included with the submittal of the PMS Replacement high-level project plan for Branch CITO approval.

Sincerely,

DocuSigned by:
Cole D. Robison
B7372BF57AD54B7...

Cole D. Robison
Director of IT Accessibility

cc: Shawn Brown, Department of Transportation
Anthony Fadale, State Americans with Disabilities Act Coordinator
Stephanie Green, Department of Transportation
Sara Spinks, Director, Kansas Information Technology Office

Kansas Department of Transportation

Pavement Management System (PMS) Replacement

Architectural Statement

KDOT will comply with the Kansas Statewide Technical Architecture, v.11.2.

Project Management:	**KDOT**
Risk Assessment:	**KDOT**
Database:	**SQL Server 2022**
Server Operating System:	**Microsoft Windows Server 2022**
Desktop Operating System:	**Microsoft Windows**
Server Platform:	**Third-party (Unisys) Hosted Hybrid Cloud Environment**
Web Server:	**IIS**
Supported Web Browsers:	**Microsoft Edge and Google Chrome**
Development Tools:	**C#**
Desktop Platform:	**Microsoft Windows 11**
Mobile Platform(s)*:	**Microsoft Windows**
Enterprise Operating System:	**Microsoft Windows Based**
Enterprise Platform:	**N-tier web services**
Local Area Network Topology:	**Ethernet Backbone w/TCP/IP VLAN**
Wide Area Network Topology:	**TCPIP/AVPN/SDWAN**

Pavement Management System (PMS) Replacement
Ownership of Software Code and Related Intellectual Property (ITEC Policy 1500)

Date: April 25, 2023

Reference: Pavement Management System (PMS) Replacement

Software components for the replacement PMS will include vendor-specific commercial-off-the-shelf software that will be licensed to Kansas Department of Transportation (KDOT). Modules developed by the vendor during the implementation of a new PMS and incorporated into the vendor's commercial-off-the-shelf software will be owned by the vendor.

Any customized code developed exclusively for Kansas requirements, paid for by Kansas and not incorporated into the commercial-off-the-shelf software will be owned by the KDOT as specified in the Contract.

The Kansas Department of Transportation, in the implementation of the PMS Replacement will comply with ITEC Policy 1500.

Dwight D. Eisenhower State Office Building
700 S.W. Harrison Street
Topeka, KS 66603-3745

Kansas
Office of the Governor
Office of Information Technology Services

Phone: 785-296-3727
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http://www.ksdot.gov

Calvin E. Reed, P.E., Acting Secretary
Shawn L. Brown, Chief Information Officer

Laura Kelly, Governor

April 28, 2023

Cole Robison
Director of Statewide Web/IT Accessibility
Kansas Department of Administration
Landon State Office Building
900 SW Jackson St., Room 751-S
Topeka KS 66612-1275

Subject: Kansas Department of Transportation Pavement Management System (PMS) Replacement Project – Accessibility Statement

Dear Cole:

The Kansas Department of Transportation (KDOT) is nearing completion of the high-level project planning phase for the Kansas Department of Transportation Pavement Management System (PMS) Replacement project. The PMS Replacement project is designed to provide KDOT with a new, fully integrated pavement management and performance monitoring system which will replace the 40+ year old system and allow KDOT to efficiently meet current and future business requirements.

KDOT has incorporated in its Request for Proposal documentation for a proposed PMS system the requirements for the vendor to be compliant with state accessibility standards for accessibility for people with disabilities. In the Request for Proposal, KDOT has directed the vendor to the following URL to access the ITEC Policy 1210 Revision 3 documentation at: Policy 1210 (ks.gov). Documentation will be provided using the Voluntary Product Accessibility Template (VPAT), version 2.0 or later.

Thank you in advance for your consideration of this information and, upon your review, I request a letter from your office indicating approval of our High-Level Project Plan. We will submit a copy of your letter with our High-Level Project Plan to the Kansas Office of Information Technology Services, Enterprise Project Management Office (EPMO).

Sincerely,

Stephanie Green

Stephanie Green
IT Project Manager
Kansas Department of Transportation
Eisenhower State Office Building
700 SW Harrison Street
Topeka, Kansas 66603
785-296-2604
Stephanie.A.Green@ks.gov

Pavement Management System (PMS) Replacement Project
Electronic Records Retention Statement

Project team has addressed each of the following items and has developed the following responses:

1. ***For each business function supported by the proposed system, what paper records are being replaced and which will continue to exist in both paper and electronic form.***

This is a replacement of an existing electronic based system and will continue to be electronic. There are no paper forms utilized.

2. ***What new business functions will be implemented?***

The following major new business functions will be implemented:
PMS Dashboard for KDOT
Increased/Improved PMS Data and Mapping Tools Accessibility

3. ***For each business function identified in 1. and 2. above, what are the legal, regulatory or operational reasons for performing it?***

The operational reason for performing the functions noted in 2 above allow for instantaneous access to information as well as transparency of data for KDOT performance measures.

4. ***What legal, regulatory or operational requirements, including State Records Board approved retention schedules exist for keeping records related to each business function?***

There are operational requirements that require long-term retention. Model building requires historic data going back tens of years at a minimum.

5. Will any of the data necessary to document the business functions either be maintained in another system within the state entity or in a system outside the state entity? If so please specify.

This will be determined during contract negotiation.

6. What are the legal, regulatory or operational requirements to providing public access to the records?

KDOT will comply with the Kansas Open Records Act (KORA) and supporting Kansas statutes referenced in KORA.

7. What are the legal, regulatory or operational requirements for controlling access to the records in order to ensure confidentially?

System requirements for PMS will reference State of Kansas[2], ITEC[3] and KDOT data security policies, guidelines and privacy policies.

8. Identify all records with retention periods of ten or more years that will be affected by the project or indicate that the project has no such records involved.

Because of the long life of pavement, there are no retention periods, data is retained long-term.

9. Estimate of the three-year total cost of addressing records identified in No. 8 above and included on the DA519, Item #8.

This will be determined during contract negotiation as it is dependent on whether the vendor host the system and stores all data or if KDOT will continue to store the long-term data and the system is vendor hosted. Should KDOT continue to store the long-term data the estimate of the three-year total cost of address records at $50,000 is $150,000.

Risk Identification Summary
(Top Five Risks)

A description of project risks, the probability of the risk occurring, the impact of the risk on the project, and the suggested mitigation activities.

Last Risk Assessment Date: 04/25/2023 Prepared by: Pavement Management System (PMS) Replacement Team

Category	*Prob*	*Imp*	*Risk*	*Mitigation Approaches*
Allocated Resource Availability	High	High	KDOT staff may face resource conflicts due to constraints placed on limited available resources.	KDOT business units are fully engaged in the project. A detailed schedule will be maintained and communicated to the business units for use in resource planning. KDOT will work with the selected vendor to develop a schedule around dates that are historically resource intensive.
Financial	Low	High	Financial risk could accrue to the project through: 1. lack of adequate funding; 2. change orders and increases to vendor costs.	1. KDOT has identified a funding source for upgrading the Pavement Management and Performance Monitoring System (PMS). 2. The contract will be fixed price with milestone payments. KDOT will develop a detailed set of requirements for the new system. The selected vendor will verify their core PMS system meets the minimum mandatory requirements. All development necessary to meet mandatory and selected optional requirements will be completed during the design phase prior to execution. All development and design activities must be reviewed and accepted by KDOT prior to project execution. Milestones will be managed by the project team will all payments tied to acceptance of deliverables.
Project Management	Med	High	The project will experience unanticipated delays, miss key milestones/deliverables, and fall short of goals.	KDOT has established a high-level project schedule. The PMS contract will be structured such that the selected vendor will be responsible for accomplishing tasks in a preliminary engineering phase, during which vendor will develop a detailed project management plan (PMP) which will be approved by the KDOT Project Manager. The vendor's PMP will also

Risk Identification Summary
(Top Five Risks)

				contain procedures to identify issues, risk and mitigation strategies well ahead of the time that the critical path is impacted.
Technology	Low	High	The solution will fail to meet KDOT specifications and requirements.	The project team has developed a detailed set of requirements for the new system that are consistent with the current state-of-the art PMS software solutions. The requirements form the basis of the statement of work for the RFP. The RFP will require vendors to respond to each detailed functional requirement and explain how their solution will meet the requirement. This approach will allow KDOT to evaluate proposed PMS solutions and determine which best meets KDOT's needs.
Change Management / Operational Risk	Low	Med	1. Unanticipated vendor changes lead to additional cost and schedule delays. 2. Misalignment of solution to operational requirements. 3. Unanticipated KDOT changes lead to additional cost and schedule delays.	1. As noted above, the project team has developed a detailed set of requirements for the new system. This process followed a robust, iterative approach whereby KDOT reviewed and refined the system requirements through several rounds of team reviews. Requirements have been prioritized based upon needs. Vendor proposals will identify the mandatory and optional functional requirements their PMS solutions meet. Once a vendor has been selected, the first step in the design process will be to work with the selected vendor to determine the development which must occur to meet all mandatory functional requirements. Additionally, KDOT will determine which optional functional requirements not included in the vendor's COTS/SaaS components will selected for development. This will form the basis for all further design activity. 2. KDOT has assigned a Project Manager to mange the project. The project requirements will address change management and scope creep issues. Additionally, the vendor will be required

Risk Identification Summary
(Top Five Risks)

				to verify the PMS system meets mandatory project requirements and selected optional requirements through successful completion of acceptance tests.

Legend
Prob = Probability of Occurrence
Imp = Impact

RISK ASSESSMENT MODEL
High Level Plan - Summary Report
Ver. 1.0

Agency Name: Kansas Department of Transportation

Project Name: Pavement Management System (PMS) Replacement

1. Introduction

The Risk Assessment Model measures risk in distinct areas. Below are the average scores based on the results from the questionnaire. Each area indicates the measured risk on a scale from 1 to 9, with 9 being the highest risk. Scores lower than 2.0 are considered "Low Risk", scores higher than 2.0 are "Medium Risk" and scores higher than 3.0 are considered "High Risk".

2. Summary

Score	Risk Level	Risk Area
1.0	LOW	Strategic Risk
4.7	HIGH	Financial Risk
3.6	HIGH	Project Management Risk
2.3	MEDIUM	Technology Risk
3.0	MEDIUM	Change Management / Operational Risk

Note: If you get "#VALUE!" as a result in any of the "Score" or "Risk Level" fields, you have unanswered questions. Go back and check your answers.

3. Signature

I have reviewed the results of the Risk Assessment Model. The results are indicators only and do not represent all the risks of the project. ITEC will use the results as the basis of discussion, and will not rely solely on the output.

Stephanie Green

Project Director

RISK ASSESSMENT - Summary Report

High Level Plan - List of Comments

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