

Report Title: Project Details
Run Date and Time: 02/19/2024 01:09:22 PM Central Standard Time
Run by: Cole Robison
Table name: pm_project

Project

Initiative Name:	Web Services Migration	Number:	PRJ0010359
Initiative Acronym:		Percent complete:	49.1
Project manager:	Donnita Thomas	State:	Work in Progress
Status:	Yellow		
Most Recent Status Report:	PRJSTAT0014656		

Description:

This project will modernize our current web services environment and CMS software by migrating to a managed services environment with a partner.

Created by:

Donnita.R.Thomas@OITS.KS.GOV

Dates

Schedule:

Project Management Schedule

Approved project start date:	08/11/2022 08:00:00 AM	Approved project close-out date:	09/11/2024 09:35:46 AM
Project start date:	08/11/2022 08:00:00 AM	Project close-out date:	09/11/2024 05:00:00 PM
Actual start date:	08/11/2022 01:58:09 PM	Actual end date:	
Execution start date:	11/01/2023 07:07:16 PM	Execution end date:	08/23/2024 09:37:51 AM
Duration(duration):	545 Days	Actual duration(work_duration):	
Planned effort:		Actual effort:	
Time constraint:	Start ASAP		

Details

Portfolio:		Priority:	4 - Low
Program:		Agency:	OITS
Investment Class:		Impacted Agencies:	Office of Information Technology Services, Kansas Attorney General's Office, Dental Board, Behavioral Sciences Regulatory Board, Kansas Department of Agriculture, Kansas Water Office, Board of Mortuary Arts, Long Term Care Ombudsman (LTCO), Technical Professions St Bd, Commission on Veterans Affairs, Department of Credit Unions, Optometry Board of Examiners, Real Estate Commission, KS African-American Affairs Commission, Kansas Department for Aging & Disabilities
Investment Type:	Non-Infrastructure		
Execution type:	Waterfall		
Demand:			

	Services, Governors Comm. on Disability Concerns, Board of Pharmacy, DA - Div of the Child Advocate, KS Advisory Committee on Hispanic Affair, Kansas Sentencing Commission, State Board of Healing Arts, Governor's Native American Affair Comm.
Business Capabilities:	
Business Applications:	

Business Case

Business case:
Web Services is an arm of the Infrastructure Services unit at OITS. Web Services provides website solutions and consulting for the State of Kansas cabinet and non-cabinet agencies. Web Services manages and supports 26 websites for the State of Kansas Some sites require an update and rebuild to be compatible with the most current version of the CMS software, Sitefinity. This website migration project and transfer of website services is a major component of modernizing current website services and solutions. This project will modernize our current web services environment and CMS software by migrating to a managed services environment with a partner. This will benefit OITS by providing a partner supported, modern, scalable, and secure web services solution. This will benefit the Agency customers with a standardized, modern, and effective solution for publishing web content for their customers and constituents.
In scope:
Discovery of the 26 identified websites, including site crawl of all content to be migratedMigrate the 26 identified websitesMove all published content from all sites: All published text; All published documents; All published; All published images; All events and alternative content types; and All data from customizations and site add-ons.Allow agencies the opportunity to review, remove obsolete, and reduce content on their websites in the interest of improving user experienceAgency discussions with vendor on content review, deletion, and reductionAll Sitefinity customizations are replicated and functioning in the new systemTraining for all content contributors for all agency websitesReplication of any landing pages and subsite specific templatesDevelop mobile-friendly templates with consistent look and feelAgency alignment on migration timeline adhering to business needs.
Out of scope:
Building of any new sites not specified in the identified 26 websitesAddition of any content not on the site as of migration
Risk of performing:
Current customizations and features may need to be modified to meet the new architecture and design components. This project may also involve content freezes for websites as they are being migrated, which may cause inconveniences for agencies affected.
Risk of not performing:
If this project is not completed, many of the sites will be completely non-functional within 2 years, presenting a severe risk service outages and security vulnerabilities. Additionally, many of these sites are not built to modern standards and are not mobile-friendly, requiring a full rebuild to adhere to modern web design practices.
Enablers:
Support from leadershipAdequate funding for the projectClear and achievable project goals and milestones
Barriers:
Poor management by the vendor of previous migration attempts.Unclear expectations and interpretation on project deliverables and scope during previous migration attempt.Lack of available staff resources of agencies involved in the project.Lack of available staff resources and knowledge to provide data to the vendor.
Assumptions:
Replicate the functionality of all Sitefinity extensions and custom components with the new system and within the constraints of the final quote.Agencies will collaborate with OITS and vendor to complete the project in a timely manner.

Financials

Rate Model:

Total planned cost (minus Quarterly Oversight Fee):	\$692,833.60	Estimated annual ongoing costs of new system:	\$221,759.46
Total planned cost:	\$692,833.60	Planned benefit:	\$0.00
Planned capital:	\$683,269.60	Planned return:	(\$692,833.60)
Planned operating:	\$9,564.00	Planned ROI %:	-100
Budget cost:	\$0.00	Discount Rate %:	0
Actual cost:	\$98,679.32	Net present value:	(\$692,833.60)
Estimate at completion:	\$0.00	Internal rate of return %:	
		Estimate to completion:	\$0.00
		Estimated life/length of Commitment (in years):	4

Explanation of cost variance:

\$ Amount variance from demand: \$0.00

% Cost variance from demand:

Assessment Data

KITO Reportable:	true	Overall Project Risk Score:	2.05
Strategic Risk:	1	Technology Risk:	2.7
Financial Risk:	3	Change Management / Operational Risk:	1
Project Management Risk:	2.6		
Demand Overall Business Risk Evaluation Score:		Demand Financial Risk Score:	
Demand Strategic Risk Score:		Demand Security & Compliance Risk Score:	
Demand Operational Risk Score:		Demand Reputational Risk Score:	

Notes

Watch list:

Work notes list:

Work notes:

01/11/2024 01:07:49 PM - Donnita Thomas (Work notes)

@Sara Spinks The status report (PRJSTAT0014656) dated 2024-01-09 is the 2nd quarter report for FY24 and is ready for consumption into the JCIT report. Thanks!

Preferences

Allow time card reporting on:	Project and project tasks	Derive assignee list from resource plan:	false
Update actual effort from time card:	Yes	Recalculate score on project change:	Yes
Calculation:	Automatic	Project schedule date format:	Date and Time
Show on Program Status Report:	true	Derive time component from planned dates:	false
Constraint date:	08/11/2022 08:00:00 AM		

Related List Title: Project Task List
Table name: pm_project_task
Query Condition: Parent = PRJ0010359
Sort Order: Planned start date in ascending order

4 Project Tasks

Number	Short description	Duration	▲ Planned start date	Planned end date	Dependency	Assigned to	Milestone	State	Actual start date	Actual end date	Percent complete
PRJTASK010453	Initiation	165 Days 4 Hours 33 Minutes	08/11/2022 08:00:00 AM	03/16/2023 05:00:00 PM			false	Closed Complete	08/11/2022 01:58:09 PM	03/16/2023 12:00:00 AM	100
PRJTASK010542	Executing	532 Days	08/11/2022 08:00:00 AM	08/23/2024 05:00:00 PM			false	Work in Progress	07/25/2023 08:00:00 AM		39.4
PRJTASK010497	Planning	78 Days	03/16/2023 08:00:00 AM	07/07/2023 05:00:00 PM			false	Closed Complete	03/16/2023 12:00:00 AM	08/11/2023 12:00:00 AM	100
PRJTASK016331	Closing	147 Days	02/20/2024 08:00:00 AM	09/11/2024 05:00:00 PM			false	Pending			0

Related List Title: Project Task List
Table name: pm_project_task
Query Condition: Parent = PRJ0010359 AND Phase type = Agile
Sort Order: Planned start date in ascending order

None

Related List Title: Epic List
Table name: rm_epic
Query Condition: Sys ID in
Sort Order: Number in ascending order

None

Related List Title: Requirement List
Table name: dmn_requirement
Query Condition: Parent = PRJ0010359
Sort Order: Number in descending order

8 Requirements

▼ Number	Short description	State	Approval
DREQ0001134	Project: KITO Review	Accepted	Not Yet Requested
DREQ0001081	Agency Executive Authority Approval	Approved	Approved
DREQ0001080	Compliance: Security	Accepted	Approved
DREQ0001079	Compliance: Records Retention	Accepted	Approved
DREQ0001078	Compliance: Intellectual Property	Accepted	Approved
DREQ0001077	Compliance: Data	Accepted	Approved
DREQ0001076	Compliance: Architectural	Accepted	Approved
DREQ0001075	Compliance: Accessibility	Accepted	Approved

Related List Title: Resource Plan List
Table name: resource_plan
Query Condition: Top task = PRJ0010359
Sort Order: Number in ascending order

None

Related List Title: Cost Plan List
Table name: cost_plan
Query Condition: Project/Demand in (PRJTASK0011317, PRJTASK0010596, PRJTASK0011615, PRJTASK0010959, PRJTASK0011306, PRJTASK0010601, PRJTASK0011529, PRJTASK0010497, PRJTASK0010539, PRJ0010359), [...]
Sort Order: Name in ascending order

5 Cost Plans

▲ Name	Cost type	Start fiscal period	End fiscal period	Quantity	Unit cost	Total planned cost	Total actual cost
Content Migration (Scripted) Custom work and Content migration	External labor Capex	FY24: M08 FEB	FY25: M02 AUG	90	2,109.7	189,873	0
govAccess - Website Design and Implementation - Innovator	External labor Capex	FY23: M09 MAR	FY25: M02 AUG	15	25,622.36	384,335.4	76,867.08

▲ Name	Cost type	Start fiscal period	End fiscal period	Quantity	Unit cost	Total planned cost	Total actual cost
govAccess - Website Design and Implementation - Pioneer	External labor Capex	FY23: M09 MAR	FY25: M02 AUG	10	6,867.09	68,670.9	0
govAccess - Website Design and Implementation - Trailblazer	External labor Capex	FY24: M07 JAN	FY24: M11 MAY	1	40,390.3	40,390.3	8,078.06
Quarterly Oversight Fee	Other Opex	FY23: M02 AUG	FY25: M03 SEP	4	2,391	9,564	0

Related List Title: Funding Source List

Table name: u_funding_source

Query Condition: Task = PRJ0010359

Sort Order: None

2 Funding Sources

Number	Name of Fund	Type of Funding	Funding Source	% of Funding	\$ Amount of Total Planned Cost	\$ Amount of Average Annual On-Going Cost of Ownership	Task
FUND0001032	Repair and Replace	Other Funding	Project Funding	100	\$692,833.60	\$0.00	PRJ0010359
FUND0001033	6110 - Service Rate	Fee Funding	On-Going Funding	100	\$0.00	\$221,759.46	PRJ0010359

Related List Title: Benefit Plan List

Table name: benefit_plan

Query Condition: Work in (PRJTASK0011317, PRJTASK0010596, PRJTASK0011615, PRJTASK0010959, PRJTASK0011306, PRJTASK0010601, PRJTASK0011529, PRJTASK0010497, PRJTASK0010539, PRJ0010359), [...] AND Benefit type = Monetary benefits

Sort Order: Name in ascending order

None

Related List Title:Benefit Plan List

Table name:benefit_plan

Query Condition:Work in (PRJTASK0011317, PRJTASK0010596, PRJTASK0011615, PRJTASK0010959, PRJTASK0011306, PRJTASK0010601, PRJTASK0011529, PRJTASK0010497, PRJTASK0010539, PRJ0010359), [...] AND Benefit type = Non-monetary benefits

Sort Order:Name in ascending order

5 Benefit Plans

▲ Name	Description	Category	Sub category	Start fiscal period	End fiscal period	Measure	Non-monetary planned benefit	Non-monetary actual benefit
Designed for Government	More modern platform that is designed for government enterprises.	Soft	Productivity	FY25: M03 SEP	FY30: M02 AUG	Count	0	
Efficient Platform	More efficient platform designed for government enterprise needs.	Soft	Productivity	FY25: M03 SEP	FY30: M02 AUG	Count	0	
FedRAMP Certified	FedRAMP certified environment and 24/7 environment monitoring.	Soft	Risk reduction	FY25: M03 SEP	FY30: M02 AUG	Count	0	
Managed Service Partner	By utilizing a Managed Services Partner, we secure consistent, long-term management of the solution. The Managed Services Partner will maintain personnel who remain abreast of current and future technologies.	Hard	Process improvement	FY25: M03 SEP	FY30: M02 AUG	Count	0	
Web Publishing Tools	Will provide more modern web publishing tools for agencies and end users.	Soft	Ease of use	FY25: M03 SEP	FY30: M02 AUG	Count	0	

Related List Title: Baseline List
Table name: planned_task_baseline
Query Condition: Top task = PRJ0010359
Sort Order: Name in ascending order

1 Baselines

▲ Name	Description
2023-11-02	Project moved from Planning to Executing.

Related List Title: Status Report List
Table name: project_status
Query Condition: Project = PRJ0010359
Sort Order: Number in ascending order

2 Status Reports

▲ Number	Project	Status Date	Overall health	Cost	Scope	Schedule	Resources
PRJSTAT0012319	Web Services Migration	11/09/2023	Green	Green	Green	Green	Green
PRJSTAT0014656	Web Services Migration	01/09/2024	Yellow	Green	Yellow	Green	Green

Related List Title: Risk List
Table name: risk
Query Condition: Task = PRJ0010359
Sort Order: Number in ascending order

5 Risks

Short description	Probability	Risk status	Assigned to	Mitigation plan
Current sites may be non-functional	High	Pending		By utilizing a Managed Services Partner, we secure consistent, long-term management and support of the solution. The Managed Services Partner will maintain personnel who remain abreast of current and future technologies.
Customizations	Moderate	Pending		Vendor understands government needs and acceptance criteria. We are hiring a vendor to migrate and support the new web environment.
Agency impact	Moderate	Pending		Training to agencies will be provided for new system by vendor.
Customizations and features	Moderate	Pending		Within the SOW there will be language that indicates the vendor solution will account for agency accepted solutions.
Data	Low	Pending		Current sites will remain live after initial migration for 6 months to retain data. Site data will be retained for 1 year

Related List Title: Issue List
Table name: issue
Query Condition: Parent = PRJ0010359
Sort Order: Number in ascending order

1 Issues

▲ Number	Short description	Priority	Assigned to	State
ISU0010002	Capturing SSN	2 - High		Open

Related List Title: Decision List
Table name: dmn_decision
Query Condition: Parent = PRJ0010359
Sort Order: Number in ascending order

1 Decisions

▲ Number	Short description	Due date	Decision status
DCSN0001002	Innovator - Premium Design	09/22/2023 02:35:45 PM	Approved

Related List Title: Action List
Table name: project_action
Query Condition: Parent = PRJ0010359
Sort Order: Number in ascending order

4 Actions

▲ Number	Short description	Priority	Assigned to	State
ACT0001001	AG - User Testing Questions	2 - High		Closed Complete
ACT0001007	AG - Site Map Planning worksheet	3 - Medium		Work in Progress
ACT0001009	Dental - Sitemap Planning Workbook	3 - Medium		Closed Complete
ACT0001010	EBIT - Design For Review/Approval	1 - Critical		Work in Progress

Related List Title: Project Stakeholder List
Table name: pm_m2m_project_stakeholder
Query Condition: Project = PRJ0010359
Sort Order: None

5 Project Stakeholders

Number	User	Key Stakeholder Type	Function
STAK0001005	Dana Morales	PMO Director	
STAK0001003	Brian Reiter	Finance Director/CFO	
STAK0001088	Travis Combes	Sponsor/Business Owner	

Number	User	Key Stakeholder Type	Function
STAK0001009	Jeff Maxon	Executive Authority	
STAK0001004	Tanya Heffel	IT Director/CIO	

Related List Title: Expense Line List
Table name: fm_expense_line
Query Condition: Task = PRJ0010359
Sort Order: Number in ascending order

6 Expense Lines

▲ Number	Short description	Date	Expense type	Amount	State
EXP0015327	KREC Expenses	06/14/2023	Opex	\$0.00	Processed
EXP0015430	Discovery - Innovator	03/29/2023	Capex	\$76,867.08	Processed
EXP0015431	Discovery - Pioneer	03/29/2023	Capex	\$13,734.18	Processed
EXP0015432	Discovery - Pioneer	03/29/2023	Capex	\$13,734.18	Processed
EXP0015439	Back out duplicated expense for Discovery - Pioneer	01/11/2024	Capex	(\$13,734.18)	Processed
EXP0015440	Discovery - Trailblazer	01/11/2024	Capex	\$8,078.06	Processed
				Sum	\$98,679.32

Related List Title: Assessment Instance List
Table name: asmt_assessment_instance
Query Condition: Task = PRJ0010359
Sort Order: Number in ascending order

1 Assessment Instances

▲ Number	Metric type	Due date	State	Assigned to
AINST0302535	Project Risk Assessment	07/30/2024	Complete	Donnita Thomas

Related List Title: Approval List
Table name: sysapproval_approver
Query Condition: Approval for = PRJ0010359
Sort Order: Created in descending order

1 Approvals

State	Approver	Comments	▼ Created
Approved	Jeff Maxon	11/01/2023 07:07:14 PM - Jeff Maxon (Comments) reply from: jeff.maxon@ks.gov Ref:MSG7357460 Thank you, Jeff Maxon, MSIAC, CISSP, CISM Chief Information Technology Officer Chief Information Security Officer Kansas Information Security Office Office of Information Technology Services (785)296-2222 Jeff.maxon@ks.gov [mailto:Jeff.maxon@ks.gov]	10/25/2023 10:53:31 AM

Related List Title: Attachment List
Table name: sys_attachment
Query Condition: Table name = pm_project AND Table sys ID = 8b19e5fa1b1879d08140a681f54bcbfa OR Table name = pm_project_task AND Table sys ID in 05eb1e4f1b183dd08140a681f54bcbf9, 7adb52b61b90b9d08140a681f54bcbbb, 4ddb66c71b5c3dd08140a681f54bcb42, e97c5aa01bf0b550d16ca86ce54bcb2d OR Table name = dmn_requirement AND Table sys ID in 02dbd6ec1b307550281eeb1de54bcb40, 39dbd6ec1b307550281eeb1de54bcb50, 39dbd6ec1b307550281eeb1de54bcb66, 61dbd6ec1b307550281eeb1de54bcb12, 71dbd6ec1b307550281eeb1de54bcb2e, 71dbd6ec1b307550281eeb1de54bcb70, b3e760f51bb9bd548140a681f54bcb2f, b5dbd6ec1b307550281eeb1de54bcb92 OR Table name = risk AND Table sys ID in 061a63641b34f550d16ca86ce54bcb0, 109b23681b34f550d16ca86ce54bcbfc, 1fdb6b681b34f550d16ca86ce54bcb0, 2feae3a41b34f550d16ca86ce54bcb4b, 355ba3281b34f550d16ca86ce54bcb0 OR Table name = issue AND Table sys ID in 485081f01bc93990d16ca86ce54bcb79 OR Table name = dmn_decision AND Table sys ID in bc0a76ea1b99f5108140a681f54bcb55 OR Table name = project_action AND Table sys ID in 6a93d1f01b8d3990d16ca86ce54bcb1a, 02e3f9bc1bc17990d16ca86ce54bcb14, 7a15f5b01b057990d16ca86ce54bcb01, 148c06f41b497990d16ca86ce54bcb5 OR Table name = project_change_request AND Table sys ID in OR Table name = sysapproval_approver AND Table sys ID in 25ba6c6a1b4ab110c4a643bae54bcb61
Sort Order: Created in descending order

7 Attachments

File name	Content type	Table name	▼ Created	Created by
OITS_Web Services Migration HLP.pdf	application/pdf	pm_project	10/11/2023 11:52:43 AM	cole.robison@OITS.KS.GOV
Web_Services_Migration_Project_Plan.pdf	application/pdf	dmn_requirement	10/02/2023 10:28:12 AM	Donnita.R.Thomas@OITS.KS.GOV
KS - 01.Dental Board_Sitemap Planner.xlsx	application/vnd.openxmlformats-officedocument.spreadsheetml.sheet	project_action	08/31/2023 12:49:54 PM	Donnita.R.Thomas@OITS.KS.GOV
Granicus Components with Descriptions.pdf	application/pdf	project_action	08/31/2023 12:43:05 PM	Donnita.R.Thomas@OITS.KS.GOV
Gran_Widgetlist_final.pdf	application/pdf	project_action	08/31/2023 12:43:05 PM	Donnita.R.Thomas@OITS.KS.GOV
KS - 02.Attorney General_Sitemap Planner.xlsx	application/vnd.openxmlformats-officedocument.spreadsheetml.sheet	project_action	08/31/2023 12:43:05 PM	Donnita.R.Thomas@OITS.KS.GOV
KITO Oversight Fee Calc OITS WSM.xlsx	application/vnd.openxmlformats-officedocument.spreadsheetml.sheet	pm_project	08/22/2023 01:35:41 PM	sara.spinks@OITS.KS.GOV