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# **Deliverable 116.3.2b**

## **Task Order 116 (Modification 2)**

### **eZ-Audit Production Stabilization**

### **Performance Report**

**FSA Project Sponsor: Kay Jacks**

**FSA Project Lead: Randy Wolff / Ti Baker**

**Modernization Partner Project Lead: Amy Rothman**

July 29, 2003

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# Overall Status



**Green**

**Trend**

- Task Order
  - TO 116 optional deliverables 116.3.2a, b and c were exercised by FSA
- Funding
  - FSA exercised options to fund Peak Processing Support through August 29, 2003
  - FSA has submitted an SOO to extend Accenture support through November 2003, the point at which an Operating Partner is selected and on-board
- System Stabilization
  - Stabilization SIRs continue to be addressed (see report included in this presentation)
- OMB Review and Mandatory status of eZ-Audit
  - OMB and ACE met on Thursday, May 1, 2003 – OMB expressed support of eZ-Audit
  - eZ-Audit was made mandatory as of June 16, 2003

<b>Project Funding</b>	<b>Dollar Amount</b>
Contract Mod Amount(s)	\$578,495.78 – Mod 2 plus three optional deliverables
Contract Options Yet to be Funded (Peak Processing Support)	\$119,431.94
Total \$\$ on Current Contract	\$3,013,558.70
	<i>Note: Period of Performance for approved \$\$ Ends 8/29/03</i>

# Overall Status



## Major Accomplishments June 30, 2003 – July 31, 2003

- Contract
  - FSA has submitted an SOO to request a modification to Task Order 116 for support to transition the eZ-Audit system to a long term Operating Partner
  - Accenture is currently working on Modification 4 to the Task Order with submission to FSA due August 6, 2003
- Scope
  - System stabilization effort remained a priority
  - Continued to adhere to strict CCB processes to ensure requirements are baselined, managed and documented appropriately for R1.01
- Stabilization of Release 1.0 of eZ-Audit
  - Addressed Production SIRs (see enclosed SIR report)
- Release 1.01 of eZ-Audit
  - Conduct Environment Test for Release 1.01 testing process
  - Completed 3 Test Passes for Release 1.01, including client involvement in Test Pass 3
  - Executed Regression Test for Release 1.01 to ensure R1.0 code was not impacted by R1.01 efforts
  - Addresses all SIRs resulting from Release 1.01 testing
  - Completed Release 1.01 code development

## Upcoming Activities - August 2003

- “Deliver” code to production environment July 31, 2003
- Continue to address all Production SIRs (including those resulting from the new R1.01)
- Update Configuration Management Plan for delivery to the eZ-Audit SSO
- Update Continuity of Support Plan for deliver to the eZ-Audit SSO
- Complete project administration tasks to prepare for the final phase of the effort, Transition to Operations Support

# Project Scorecard



Category	Status	Trend	Status Comments
Task Order			<ul style="list-style-type: none"> <li>Formal funding and task order approval received – current funding expires August 29, 2003</li> </ul>
Scope			<ul style="list-style-type: none"> <li>Task Order (#116) Mod 2 provides for production stabilization support. Scope well defined and discussed with FSA project managers. Team continues to adhere to strict CCB process to manage Release 1.01 scope.</li> </ul>
Schedule			<ul style="list-style-type: none"> <li>Deliverable 116.3.1 Production Stabilization Support – delivered on time - May 23, 2003</li> <li>Deliverable 116.3.2a Peak Cycle Processing Performance Report – delivered early – June 26, 2003</li> <li>Deliverable 116.3.2b Peak Cycle Processing Performance Report – deliver early – June 29, 2003</li> </ul>
Cost			<ul style="list-style-type: none"> <li>Task Order 116- Work being performed within formally agreed to ( planned ) budget allowance.</li> </ul>

High Risk – Significantly impacts Project schedule/cost ex) 4+ weeks over schedule 10% over cost	Moderate Risk – Minor schedule/cost slippage and/or manageable issues ex) 2-4 weeks over schedule 5-10% over cost	Low Risk – On schedule, on budget and no significant issues ex) 0-2 weeks over schedule 0-5% over cost
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Better	Worse	Same

\* Per current plan

# Major Risks



<i>Risk</i>	<i>On Point</i>	<i>Mitigating Actions</i>	<i>Impact on Cost and/or Schedule</i>	<i>Status</i>
<p><b>CLOSED- May 23</b></p> <p><b>Ability to secure final approval by OMB for the eZ-Audit system</b></p> <p><i>(following the 6 month provisional approval that expires: September 30, 2003)</i></p>	<p>Randy Wolff</p>	<p>Integration Partner will:</p> <ul style="list-style-type: none"> <li>▪ Work with FSA to provide data and system information as requested</li> </ul> <p>FSA will:</p> <ul style="list-style-type: none"> <li>▪ Develop necessary Federal Notices and communications</li> <li>▪ Identify and engage all stakeholders</li> </ul>	<p><b>Impact: High</b></p> <p><b>Likelihood: Med</b></p>	<ul style="list-style-type: none"> <li>▪ OMB and ACE met to discuss potential conflict with A-133 requirements – OMB expressed support of eZ-Audit (Jeff Baker attending meeting on behalf of FSA)</li> <li>▪ Jeff Baker and John Kolotos of FSA are taking the lead on this effort. John Kolotos has been working with OMB to develop the formal Federal Notice for eZ-Audit. We have been informed that this formal notice will secure pilot approval beyond the current September 30, 2003 pilot approval deadline.</li> <li>▪ Due to actions described above, Randy Wolff recommended that this issue be closed as of May 15, 2003</li> </ul>

# Government & Program Dependencies



<i>Dependency</i>	<i>On Point</i>	<i>Target Date</i>	<i>Impact on Cost and/or Schedule</i>	<i>Status Comments</i>
<b>CLOSED - Decision to deem eZ-Audit mandatory for all schools</b>	Kay Jacks	4/1/03	Cost and Schedule Impacts for stabilization should be negligible	<ul style="list-style-type: none"> <li>▪ FSA has determined that eZ-Audit will become mandatory on June 16, 2003</li> <li>▪ John Kolotos is drafting formal federal notices to disseminate to schools</li> <li>▪ Official policy notices and communications must be sent to all schools.</li> </ul>

# Upcoming Events and Key Milestones



<b>DATE</b>	<b>EVENTS AND KEY MILESTONES</b>
<b>April 1, 2003</b>	<b>eZ-Audit Release 1.0 went live</b>
<b>April 15, 2003</b>	<b>First formal CCB of the Production Stabilization phase of work</b>
<b>May 7, 2003</b>	<b>CCB sign-off on Release 1.01 requirements</b>
<b>May 8, 2003 through May 22, 2003</b>	<b>Release 1.01 design sessions conducted</b>
<b>June 16, 2003</b>	<b>eZ-Audit mandatory for all Schools</b>
<b>August 3, 2003</b>	<b>Planned “go live” date for Release 1.01</b>



## **Appendices**

- **System Availability Report**
- **SIR Tracking Report**
- **Detailed SIR Report**
- **Production Issues**
- **CCB Actions & Decisions**
- **CCB Documentation**

# System Availability Report



From June 26 through July 28, 2003, the eZ-Audit system availability remained 100%, with the exception of the regularly scheduled maintenance windows on Sundays from 5am – 11am.

# SIR Tracking Report



This table demonstrates the amount of time required to respond to and resolve all Level 1 SIRs from June 25, 2003 to July 28, 2003.

## Level 1 SIRS

SIR #	Date Logged	Date Resolved
776 - Team 4 had no staff to assign to in Co Team Lead drop downs	6/25/03 4:35 PM	6/26/03 5:51 PM
781 - Generate DDIF error for change in Auditor submission	6/26/03 9:57 PM	7/3/03 1:40 PM

Average Resolution Time for Level 1 SIRS  
 Remaining Level 1 SIRS

3 business days  
 0

# Detailed SIR Report



These tables demonstrate the amount of time required to respond to and resolve all Level 2 – Level 4 SIRs from June 25, 2003 to July 28, 2003.

## Level 2 SIRs

# of SIRs Logged	Resolved	Remaining	Other	Average Resolution Time
3	1	0	2	14 days

2 Postponed SIRs      Leading zero's in Auditor TIN  
 PEPs updating with bad TINs (Will be in R 1.01)

## Level 3 SIRs

# of SIRs Logged	Resolved	Remaining	Other	Average Resolution Time
2	0	1	1	0 days

Remaining SIR      System emailed incorrect username to user (mdorman01).  
 Postponed SIR      Uppercase .PDF extension not accepted. (Fixed in R 1.01)

## Level 4 SIRs

# of SIRs Logged	Resolved	Remaining	Other	Average Resolution Time
0	0	0	0	0 days

# Production Issues



No Production Issues for June 25, 2003 – July 28, 2003

# CCB Actions & Decisions



## CCB Decisions

- 1) Continued to review Change Requests to R 1.01 Requirements
- 2) Added a “future” requirement to ReqPro for an additional line item on the Proprietary Income Statement
- 3) Incorporated a Change Request to update the sort functionality for the R 1.01 Quality Control Module

## Enclosed CCB and Release 1.01 Documentation

- 1) Release 1.01 System Test Scripts
- 2) Quality Control Module Test Scenarios
- 3) Updated Release 1.01 Change Control Board Tracking Tool