

FSA Integration Partner

United States Department of Education

Federal Student Aid



117.5.1 EAI Transition Performance Report

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1 EAI Transition

The purpose of this report is to document the transition activities and hand over documentation fulfilling the contract set forth in Task Order 117, EAI Release 4.0. The EAI team has successfully and completely transitioned all EAI Core and Operations Services to the PPS EAI team during the period of January 16, 2004 through March 15, 2004.

1.1 Transition Plan

The EAI Team compiled a list of mutually agreed upon roles and responsibilities that have been performed by the EAI team. This list formed the basis of the EAI Transition Plan. Each EAI Team role and responsibility was mapped to a PPS EAI team resource for transition. The plan was updated and distributed weekly.

To facilitate the transition, weekly EAI Transition status meetings were conducted to review and communicate status, coordinate activities, and resolve any issues. All transition plan tasks with % Complete equaling 100% have been reviewed and approved with the task Finish date identified as the date of the associated approval.

Refer to *Appendix A – EAI Transition Plan*, for a MS Project plan of all the transition activities and status meetings.

1.2 Transition Inventory

The EAI Team prepared an inventory of all the EAI related documentation, software, role transition, contact information, and Configuration Items (CI) provided to the PPS EAI team. The inventory documentation was cross referenced to each task in the Transition Plan providing a quick reference to the pertinent information regarding the PPS EAI team's new roles. The Configuration Items are provided, but maintained in a Rational ClearCase repository for software configuration management.

Throughout the transition period, two draft releases of the EAI Transition Inventory including a compact disc of all documentation in the inventory were provided to the PPS EAI Team. The third and final release of the EAI Transition Inventory and the associated compact disc is included in this document:

Refer to *Appendix B – EAI Transition Inventory* for a MS Excel spreadsheet of the detailed inventory list

Refer to *Appendix C – EAI Transition Inventory Compact Disc* for all files listed in Appendix B.



The Appendix B - EAI Transition Inventory spreadsheet is organized into the following tabs:

Tab	Description
Cover	Cover sheet
Role Transition	Contains detailed listing of each area of responsibility that was transitioned, the role related documentation cross-reference to the Documentation tab.
Documentation	Contains a comprehensive list of the EAI related documentation (i.e., procedures, diagrams, spreadsheets, design, development, operations, etc.) and corresponding location on Appendix C - EAI Transition Inventory CD.
Points of Contact	Contains contact information for key EAI related FSA and contractor personnel.
Software	Contains a listing of all the software media that was transitioned to the PPS team.
CI - Source Code - Java	Contains a comprehensive list of all the EAI Java source code, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Source Code - C	Contains a comprehensive list of all the EAI C source code, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Configuration files	Contains a comprehensive list of all the EAI configuration files, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Samples	Contains a comprehensive list of all the EAI code samples, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Admin	Contains a comprehensive list of all the EAI admin files, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Scripts	Contains a comprehensive list of all the EAI script files, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Libraries	Contains a comprehensive list of all the EAI libraries, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Middleware	Contains a comprehensive list of all the EAI middleware components, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.
CI - Other	Contains a comprehensive list of other EAI files, versions, and corresponding location on Appendix C - EAI Transition Inventory CD, Configuration Items folder.