Information Technology Capital Investment Program
Project Status Report

To: Information Technology Strategy and Investment Committee
John Vittner, Office of Policy and Management

From: Irene Garcia

Email: irene.garcia@ct.gov

Agency: Department of Energy and Environmental Protection
Project: Sites Case Management System (Sites CMS)

Project Manager: David Madsen

Reporting Period: Project Inception through 12/31/2019

Total Funds Requested: $6,250,000

Total Funds Allotted to Agency: $3,250,000

Accumulative Total Capital Fund Expenditures to Date: $0

Brief Project Description/Summary:
The Sites CMS project will consolidate project management and data tracking needs of multiple DEEP business areas that support various aspects of discovery and remediation of contaminated and potentially contaminated sites including Dispatch, Oil & Chemical Spills, Leaking Underground Storage Tanks, PCBs, Emergency Response, Site Assessment & Support Unit (SASU), Remediation, and Cost Recovery. The new system will replace current paper-based manual processes to manage the oversight of environmental cleanup at approximately 7,000 CT properties resulting in the elimination of redundancies, fostering better coordination of effort across business areas, enabling more efficient processing of vendor invoices and assisting with cost recovery efforts, simplification of reporting a spill or discovery of a polluted site for the general public, and promoting transparency to the general public and other state government agencies such as DECD and DPH. Other project goals include providing a responsive application that can be leveraged by emergency response and other field staff to view and update data and documents directly from their mobile devices, eliminating legacy systems, and creating common electronic interfaces and workflows for enforcement actions that can be extended outside of this project for potential re-use throughout the agency.

An Agile project management approach comprised of multiple phases/sprints and incremental deliverables will be leveraged. The project will be broken down into smaller components (phases) resulting in more frequent deliverables that will provide usable outputs throughout the project lifecycle. Each component will build on previous components to add additional business functionality. While each individual component adds value and can be used in itself, the full benefit of this project will be seen only after completion of all components in order to eliminate redundant processes and provide true transparency throughout all site case management.

Summary of Progress Achieved to Date:
DEEP met with DAS BEST regarding the Business One Stop initiative. Per discussion with BEST, the Sites Case Management project contains common elements including sites and GIS functionality also required by other agencies and could benefit from leveraging BOS. DEEP will plan to leverage the BOS contract and stay in close coordination with BEST to leverage the BOS platform and services.

OIM is working on a SOW with vendors to provide an Agile assessment in order to identify DEEP readiness and resulting in an Agile transformation plan including training options for management, business, and IT and coaching options as part of this project.

Issues and Risks:
• Dependency on completion of other DEEP priority projects for availability of IT resources.

• Dependency on successfull go live of DEEP common modules project which will be leveraged within ezFile Phase 2

Next Steps & Project Milestones:
• Leverage the Business One Stop (BOS) contract for the Sites Case Management System. This will allow DEEP to accelerate the procurement process, select from a more qualified pool of vendors, and stay in line with the state's Business One Stop platform and services. DEEP will convert the previously drafted RFP to an SOW and distribute to vendors on the BOS contract.

• DEEP will continue to develop an Agile transformation plan.