

Justification

Project Name: CREW – Iowa Counties Real Estate Web Portal – **CR #:** 10200
Execution, approved by the Council on 3/7/2007 for
\$146,000

Project Sponsor: Kenneth Kline

Change requested by: Deb McDaniel

Originator: Deb McDaniel

Urgency: Immediate **Date requested:** June 25, 2008

Additional funds are needed due to the following reasons:

- Description of Change Requested:**
1. Additional coding and testing required to accommodate the changes due to a 5th affiliate coming into the project.
 2. Additional coding and testing required to accommodate the inclusion of an additional IT resource company (ABC Virtual) being added to the project.
 3. Additional meetings and correspondence required to accommodate the addition of a 5th affiliate and an additional IT resource.

Since the inception of the project, numerous changes have taken place on the project which have required additional hours to be spent on the project which were not known when the project was started. Those changes include:

- Reason for Change:**
- 1) An additional Affiliate was added, for a total of five Affiliates. This occurred when the Treasurer Affiliate was divided into the ISCTA Treasurer Affiliate with 88 treasurers and the ITAT Treasurer Affiliate with 11 treasurers. (Although there is difference in the number of counties in each, the number of real estate parcels administered by each is roughly equal.) An additional Affiliate IT resource (ABC Virtual) was also added to the project for the ISCTA Treasurer Affiliate.
The impact to the project was the additional testing and meetings necessary to work with the new Treasurer Affiliate on a policy level and the new Treasurer Affiliate IT resource on an IT level.
 - 2) During the initial implementation of the project representatives of The Schneider Corporation proposed to build and administer the CREW portal, in place of completion by DAS-ITE. Schneider, a private company that provides computer services to a number of Iowa counties, was seeking a statewide business opportunity. Schneider claimed a statewide savings of \$500,000 in “public funds” using their approach, and complicated the process when they contacted state legislators before the CREW Board had thoroughly investigated and discussed the proposal. The Schneider proposal also generated a variety of

responses from Affiliate Representatives and competing businesses.

The impact to the project was a month-and-a-half delay in implementation as well as the additional costs of time spent on meetings, phone calls and emails to discuss the proposal by Schneider and how it met the objectives of the CREW portal, compared to completion by DAS-ITE.

- 3) Since the Implementation phase of the project was started in March of 2007, many hours have been spent identifying and resolving the differences in data definitions and formats, not only between the five Affiliates, but also between members of some affiliates and even between the different offices within a particular county.

One example of this is the parcel number, which is generally the unique identifier among all Affiliate members except the county recorders. Although project members were aware that parcel numbers in different counties vary in length between five and twelve digits, what wasn't known was that some counties not only display such parcel number delimiters but store them as part of the parcel number. This includes dashes, periods, and spaces. While it is a simple process from an IT perspective to strip out such delimiters, it is not so simple from the policy perspective. This is due somewhat because each IT resource must receive authorization from its members for such a change. Largely, however, it reflects complexity in working with the diverse authorities of the Affiliates, and their respective members and IT resources.

Although this particular problem has been resolved, the impact to the project has been the delays and additional costs in identifying and working through the issues.

- 4) Changes in Affiliate Representatives within the past fifteen months have necessitated numerous additional meetings, phone calls and emails to revisit previously covered topics to bring new Affiliate Representatives up-to-date and to cover new Affiliate issues.
- 5) Additional hours have been spent in order to work through the policy issues inherent in a volunteer project involving four offices across 99 counties without a centralized authority.
- 6) Additional hours have been spent to pioneer interoperability between disparate and independent systems with diverse data definitions and formats.
- 7) Additional hours have been spent by DAS-ITE to make it easier for the Affiliates and IT resources to identify any issues with the CREW website.
- 8) Additional hours required to review, assign out, work with, and follow up on all issues assigned to each of the Affiliate IT resources.

- 9) Hours were spent setting up a CREW prototype on the web so Affiliates and IT resources could view the CREW site at times convenient to the Affiliates or IT resources.

Due to the above issues additional costs have been incurred. Please see attached documentation for further clarification.

Proposed Approach to Resolve:

Amend the timeline to allow for the existing outstanding tasks to be completed, allow for additional meetings and correspondence to bring new Affiliates up to date on issues and allow for additional time to be spent testing with the new Affiliate.

Impact

- Impact on Scope:** Additional tasks will be added increasing the project scope and cost as well as extending the time frame of the project.
- Impact on Scope Risk:** The additional affiliate increases risk that more issues may arise/occur and requires the need for additional testing to take place.
- Impact on Schedule:** Schedule is increased as additional testing, meetings and correspondence will be required.
- Impact on Staffing Effort:** Additional time is required for staff to work through issues and test with the new affiliate. Additional time will also be spent implementing and testing new code that is required as a result of issues with the new affiliate.
- Impact on Spending:** Additional funds of \$69,120 are requested.

Other:

Billed to: (Accounting Code)

Approval

Project Leader/Date	Customer/Date	Sponsor/Date

Additional Justification.

Additional Coding Required for Fifth Affiliate Being Added to the Project

At the beginning of this project, only 4 (four) affiliates were included. However, an additional affiliate was added for a total of 5 (five) affiliates. This occurred when the Treasurer Affiliate was divided into the ISCTA Treasurer Affiliate with 88 treasurers and the ITAT Treasurer Affiliate with 11 treasurers.

The impact to the project was the additional testing and meetings necessary to work with the new Treasurer Affiliate on a policy level.

Total time needed: 185 hours (design, coding, testing, working with Affiliate, and working with Affiliate IT resources)

Total funds needed: \$22,200.00

Additional Charges for Tasks Performed by Other Areas

When we started the implementation phase of this project, additional tasks by other areas (Security Audits, charges for code pushes, etc) were not included in the project. However, now other areas charge the project and we need to cover those tasks within the project.

Estimated time needed: 57.5 hours

Estimated funds needed: \$6,900.00

Additional testing time –

Total time needed: hour (integration testing, functional testing, performance and scalability testing)

Estimated time needed: 173.50 hours

Estimated funds needed: \$20,820.00

Additional meetings/correspondence for ITE resources –

Estimated time needed: 80 hours

Estimated funds needed: \$9,600.00

Additional project management time

Estimated time needed: 80 hours

Estimated funds needed: \$9,600.00

Total funds needed: \$69,120