



April 20, 2012

Please print a copy of this newsletter for staff who do not have e-mail.



ACCELA
Government Software

focus

Designed for all staff and departments who use Accela

Project Status Report

The project plan is delineated by milestones marking project deliverables. At this time, although we have reached a 48% project completion point, we have navigated far enough along to sign-off on three key delivery acceptance forms. So far, Initiation, System Setup, and Configuration Analysis are on the books. At the end of May we will have the fourth sign-off -- Configuration. Configuration marks the development of the core system. This summer we will continue development and testing of the core system along with writing hundreds of Crystal Reports, work with staff to configure our Accela Mobile Office (AMO) and Accela Citizen Access Environment. On that note, we have solicited some help from the contractor community. I will expand on this in an upcoming newsletter; however, I can tell you now that we are delighted to welcome contractors from our community who are pitching in to help us test Accela Automation later this summer. We have a contractor representing each of the following areas -- Plumbing, HVAC, HBAL (Home Builders Association), and Electrical. In May, we will expand upon their involvement in the project.

Monday is an important date for the project. April 23 marks the day the core record building is targeted to be complete. One hundred forty (140) permit record types will have been created along with associated workflow, application-specific data fields, fee schedules, Smart Group Choices, inspection groups, record statuses, and other related record information. I am proud to say that our talented team worked hard to make this happen! Our core team primarily consists of Accela product professionals (Brenda Berens, Darren Koontz, Matt Hart, Rocky Copeland, Shauna Minor) and Lincoln professionals (Brent Pavel, Jerris Nider, Jim Bare, Mark Kenne, Missy Minner, Rita Cox, Tan Pham) who have worked with such synergy to meet this important target date.

Next up, a continuation of Script writing. Scripting is a tool/language used to accomplish functionality in the background of permit record types. The team has 120 scripts to build and Accela has jump started the process and has completed a number of them so that we can use them as a template for in-house development efforts. Accela is providing the leadership in Scripting and will be responsible for writing 30 of 120 Scripts. To support the in-house development of Scripting, Matt Hart will be on-site May 29-31 to answer any open questions that we may have from our in-house Script development efforts and to help us bring the Script writing effort to a close.

This is no rest period! Now that we have new records created in Accela Automation (AA) which represent all 140 permit types, the door to other project facets has been opened. We have records in AA to which we can relate Permits Plus data. Generally speaking, we have one-to-one data relationships--Permits Plus and AA. And, along with all of the hours that have been spent building all of the record types, the SME's have begun another significant effort in the background -- Conversion! The SME's have been working with Accela's conversion expert Andy Winningham. There have been numerous conference calls with Andy as he explains the conversion

effort fine points of Accela's Data Mapping Tool (ADMT). The SME's have quite a task ahead of them with the conversion. Although the records that have been created generally map one-to-one between the systems, the data in the two systems do not. Sometimes one-to-many data relationships exist. Needless to say, it gets complex quickly. We are looking forward to our first conversion data pass at the end of May or around the first part of June.

Current Project Challenges

Scanning - A temporary solution has been determined. The related documents, for the time being, will be identified, marked accordingly and then scanned after the fact and at another time. The Health Department will be scanning approximately 2,000 documents in this manner during the 6-month gap in time as we wait for the Accela scanning solution. In the past, this is how the Health Department handled document scanning. Mark Kenne developed functionality to do scanning while working with permits within Permits Plus. Needless to say, we are anxious for Accela to get the scanning functionality to us as quickly as possible. This project challenge is closed!

Credit Cards - The credit card team is working in the background; however, we have been holding off internal meetings until we can identify information related to credit card services/VeriSign, merchant accounts, and reconciliation. We would prefer to have everything identified that Accela Automation needs to have in place to accept credit card processing from Accela's Citizen Access (ACA) module. Meetings will most likely be scheduled next week and the week of April 30. We will be including IS at the meeting to coordinate existing e-pay components and/or services if possible.

Crystal Reports Enterprise - Accela Adapter compatibility with our latest Crystal Reports install is still an open issue. We have identified two options that we are trying to work through. Meanwhile, we may open the new Crystal Report environment to Accela developers. We may allow report development to move forward for now as we work to resolve the compatibility issue.

On Base EDMS - The use of On Base is being further explored. Based upon the ROI documents that were prepared, it appears that the value add for this product is quite high. The product and some key internal city processes are being discussed to validate the product's use.

ProjectDox - The ProjectDox Team now has the net change document to review. We are expecting soon to see a project plan from resources at Avolve Software. Fred has a few cities he will be calling to discuss how they expanded the use of ProjectDox in their building and safety departments. Chicago happens to be using ProjectDox solely for their larger skyscraper projects. Avolve is going to provide the minimum technical requirements for ProjectDox 8.0 to IS so that a temporary test environment can be created.

SOMETHING TO THINK ABOUT

The Half Cups

Is the glass half empty or is it half full
I ponder this question and continue to mull

Stirring and stirring to see what might come up
It all looks the same so I quit stirring the cup

The question is answered by only my taste
As taste buds are different to the answer we chase.

(Copyright © 2012 James Wayne, Inc.)

← **JIM WALKENHORST**
PROJECT MANAGER

FRED A. HOKE
PROJECT SPONSOR →

Our Accela project newsletter now reaches **362** people!