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focus

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PROJECT STATUS REPORT

Last week there were two days of in-depth Accela training for all those responsible for user acceptance testing (UAT). This critical training will be instrumental in the success of our system testing that will officially begin Monday, July 23. The training class was specifically designed for the user group responsible for UAT. Lincoln would like to extend its appreciation to our Accela Trainer, Rose Valenzuela. Rose came highly recommended and, wow, she delivered! All participants in the training were impressed with Rose. Now comes some difficult work. All 140 permit records types need to be fully tested. There are many pieces to this puzzle. Those involved in the UAT will have to follow checklists and consider the original specifications to ensure that none of these pieces "fall through the cracks." Also, any issues that surface will be reported into our Accela SharePoint site for future resolution.

We have a countdown to go-live which feels like it is speeding up. We have only nine weeks to go until our target implementation date. As you may have noted, last week's edition of the newsletter reported some tough issues that need to be resolved on our critical project path. The following sections of this report reveal cause and action for several of our project facets, which are all part of our simultaneous project event. The underlining hours in the project plan indicate that we have completed 72% of the project.

Conversion - We are making progress again on our conversion effort. Accela's Andy Winningham now has a plan going forward. The plan indicates the process to get all departments through "conversion pass two" the week of July 30. Although "conversion pass one" revealed a number of typical "holes" in the data. We are prepared to march on. A complete conversion will be executed for "pass two" and for all departments by Friday, August 3. The clock is ticking; however, the SME's are kicking!

Crystal Reports Enterprise Server - Last week we reported some serious "glitches" with the Accela Adapter and Crystal Reports. We have had quite a group effort to try to resolve the issues. Accela has updated the Adapter and this resolved part of the report execution problems from the submission side. On the execution of the report, getting reports to run to completion has been challenging. A number of errors have surfaced. Interestingly, discoveries were made about processing from the Accela Report Manager with specific URL's, which will be handy to use in the future. Some reports execute quickly; however, some execution times are lengthy and tend to consume multiple licenses. It is odd. Information Services has created a clean Crystal Reports 2008 Server for the updated adapter to connect. Accela has escalated the problem within their Engineering Group. Although this is still unresolved, we have learned a lot from the experience and believe that a resolution is imminent. This is expected to fall off the project critical path next week.

Accela Report Development - The report development process is moving along. There are a number of report specifications that have been completed and need Lincoln review. Accela is continuing to make progress on the contracted reports list. Seven reports have been deployed for the Health Department. Largely, specifications need to be validated so that report development efforts can continue.

On Base (EDMS) - What a difference a week makes! The State's Kevin Keller reports that the City test and production environments have been set up. The Accela EDMS Adapter is installed and production licenses are on order. Accela's Rocky Copeland has been meeting with eDocument Resources on narrowing down all of the document types (via spreadsheet) that will be shared between the two systems. We will be arranging an OnBase review for SME's and testing the interface as soon as possible.

Accela Citizen Access - Contractors take note! Accela's Matt Hart has been working with Rita Cox in Building and Safety and Tan Pham in Public Works and Utilities. There are quite a few permit record types that will be accessible through ACA. Matt, Rita, and Tan have to configure ACA for each permit record type. It is a little time consuming; however, what a great benefit to the community! Building and Safety has planned a phased roll-out of the different types. At go-live, we will most likely allow only commercial and residential permits through ACA. A more complete report on the ACA roll-out will be featured in an upcoming newsletter.

Accela Mobile Office - The wireless connectivity issue appears to have been resolved. To begin, Accela's Paul Rose worked with Jerris Nider to review the AMO configuration and connectivity options. The solution is currently planned to roll-out using the existing Tough Books. We have a performance measurement that needs attention for these Tough books that have both AMO and Inspectrack installed. Meanwhile, we purchased a new USB wireless device from Verizon and Jerris has had success connecting to the Accela Automation via AMO. The AMO application was invoked, the job list executed, and then the next step failed producing an error message. Our current status is that we have made a huge advancement. Accela is researching the error information that Jerris provided.

Training - The following is a list of training courses that will need to be scheduled in August. Our current plans are to complete these training courses via web-x, adobe connect and/or other means other than on-site training as we continue to monitor the travel budget closely! AMO/ACA/AGIS - 2.5 days / DB Schema - 1 day / Advanced EMSE (Scripting) - 1 day. Also, each department will be scheduling all of their Accela Automation end users into 2-day classes near the end of August and the first part of September. Each department SME will be in charge of structuring and scheduling their classes.



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Go to <http://dsc.lincoln.ne.gov/accela> to see
every newsletter – past and present."*

JIM WALKENHORST
PROJECT MANAGER

FRED A. HOKE
PROJECT SPONSOR

Our Accela project newsletter now reaches **374** people!

*Watch as we expect this number to climb to over 1,000 by the
end of the summer!*