

California Environmental Protection Agency
Department of Pesticide Regulation
Pesticide Program Division
Product Registration Branch

Pesticide Registration Data Management System (PRDMS)
Special Project Report
November 2017

Revision:
01/23/2018

Prepared by:
Information Technology Branch (ITB)

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1.0 Executive Project Approval Transmittal

Information Technology Project Request Special Project Report Executive Approval Transmittal	
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Agency/state entity Name

Environmental Protection Agency / Department of Pesticide Regulation

Project Title (maximum of 75 characters)	Project Acronym
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Pesticide Registration Data Management System	PRDMS
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FSR Project ID	FSR Approval Date	State entity Priority	Agency Priority
3930-012	01/10/2015	1	

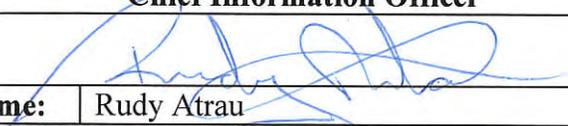
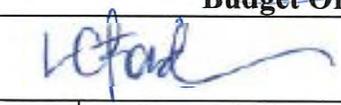
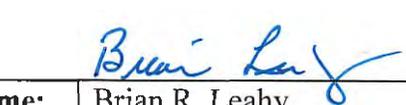
I am submitting the attached Special Project Report (SPR) in support of our request for the California Department of Technology's approval to continue development and/or implementation of this project.

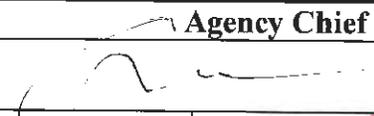
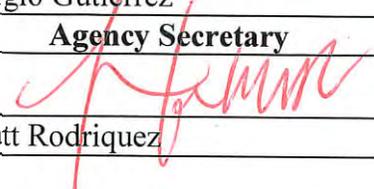
I certify that the SPR was prepared in accordance with the State Administrative Manual Sections 4945-4945.2, my Agency/state entity has considered the cost benefits analysis associated with the proposed project changes and the changes are consistent with our information management strategy as expressed in our current Agency Information Management Strategy (AIMS).

I have reviewed and agree with the information in the attached Special Project Report.

I also certify that the acquisition of the applicable information technology (IT) product(s) or service(s) required by my department that are subject to Government Code 7405 applying Section 508 of the Rehabilitation Act of 1973 as amended meets the requirements or qualifies for one or more exceptions (see following page).

APPROVAL SIGNATURES

Chief Information Officer	Date Signed
 Printed name: Rudy Atrou	10/31/17
Budget Officer	Date Signed
 Printed name: Leslie Ford	10.25.17
State Entity Director	Date Signed
 Printed name: Brian R. Leahy	10-30-17

Agency Chief Information Officer		Date Signed
		11-6
Printed name:	Sergio Gutierrez	
Agency Secretary		Date Signed
		11-6-17
Printed name:	Matt Rodriguez	

Executive Approval Transmittal

IT Accessibility Certification

Yes or No

Yes	The Proposed Project Meets Government Code 7405 / Section 508 Requirements and no exceptions apply.
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Exceptions Not Requiring Alternative Means of Access

Yes or No	Accessibility Exception Justification
No	The IT project meets the definition of a national security system.
Yes	The IT project will be located in spaces frequented only by service personnel for maintenance, repair, or occasional monitoring of equipment (i.e., "Back Office Exception.")
Yes	The IT acquisition is acquired by a contractor incidental to a contract.

Exceptions Requiring Alternative Means of Access for Persons with Disabilities

Yes or No	Accessibility Exception Justification
No	Meeting the accessibility requirements would constitute an "undue burden" (i.e., a significant difficulty or expense considering all agency resources). Explain: Describe the alternative means of access that will be provided that will allow individuals with disabilities to obtain the information or access the technology.

	<p>No commercial solution is available to meet the requirements for the IT project that provides for accessibility. Explain:</p> <p>Describe the alternative means of access that will be provided that will allow individuals with disabilities to obtain the information or access the technology.</p>

**INFORMATION TECHNOLOGY PROJECT SUMMARY PACKAGE
SECTION A: EXECUTIVE SUMMARY**

2.0 IT Project Summary Package

1.	Submittal Date	01/05/2018
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		SPR	PSP Only	Other:
2.	Type of Document	X		
	Project Number	3930-001		

			Estimated Project Dates	
3.	Project Title	Pesticide Registration Data Management System	Start	End
	Project Acronym	PRDMS	07/10/2015	12/19/2019

	Submitting Agency/state entity	Environmental Protection Agency / Department of Pesticide Regulation
4.	Reporting Agency/state entity	Environmental Protection Agency

6.	Project Objectives
	<p>The intent of the PRDMS project is to implement an integrated system to enable effective and efficient administration of DPR's pesticide product registration program by providing necessary program information; integrating the existing numerous data repositories to a single-point data capture; and helping streamline DPR's current manual and duplicated processes. The PRDMS Project will entail a custom developed information system.</p> <p>Objectives of the PRDMS are to:</p> <ul style="list-style-type: none"> • Improve data collection and integration, and develop Validation processes to ensure accuracy, quality and Completeness of submissions. • Provide access to electronic product labels anytime and anywhere through the internet/intranet • Centralize (electronically) company profile information,

8.	Major Milestones	Est Complete Date
	Business Process Assessment and Design	06/18/2013
	Feasibility Study Report Approval	01/10/2015
	Execute IPOC interagency agreement	09/01/2015
	Request for Proposal Released and Posted	09/16/2015
	RFP Addendum #1	12/23/2015
	First Draft Evaluation	03/09/2016
	RFP Addendum #2	04/04/2016
	Project charter development	05/13/2016
	RFP Addendum #3	05/20/2016
	RFP Addendum #4	06/17/2016
	Second Draft Evaluation	09/01/2016
	RFP Addendum #5	09/06/2016
	Final Evaluation	12/19/2016
	Approval to conduct negotiations	01/20/2017

**INFORMATION TECHNOLOGY PROJECT SUMMARY PACKAGE
SECTION B: PROJECT CONTACTS**

Project #	3930-001
Doc. Type	SPR

Executive Contacts								
	First Name	Last Name	Area Code	Phone #	Ext.	Area Code	Fax #	E-mail
Agency Secretary	Matt	Rodriquez	916	323-2514		916	552-4526	SectyRodriquez@calepa.ca.gov
State Entity Director	Brian	Leahy	916	445-4000		916	324-1452	Brian.Leahy@cdpr.ca.gov
Budget Officer	Leslie	Ford	916	445-1522		916	445-4149	Leslie.Ford@cdpr.ca.gov
CIO	Rudy	Artau	916	341-7316		916	445-4115	Rudy.Artau@cdpr.ca.gov
Proj. Sponsor	Marylou	Verder-Carlos	916	445-3984		916	324-1452	Marylou.Verder-Carlos@cdpr.ca.gov

Direct Contacts								
	First Name	Last Name	Area Code	Phone #	Ext.	Area Code	Fax #	E-mail
Doc. prepared by	Dwight	Shelor	916	324-5887		916	445-4115	Dwight.Shelor@cdpr.ca.gov
Primary contact	Dwight	Shelor	916	324-5887		916	445-4115	Dwight.Shelor@cdpr.ca.gov
Project Manager	Katrina	Barnes	916	445-4021		916	445-4115	Katrina.Barnes@cdpr.ca.gov

INFORMATION TECHNOLOGY PROJECT SUMMARY
SECTION C: PROJECT RELEVANCE TO STATE AND/OR DEPARTMENTAL PLANS

1.	What is the date of your current Technology Recovery Plan (TRP)?	Date	10/7/2016
2.	What is the date of your current Agency Information Management Strategy (AIMS)?	Date	November 2007
3.	For the proposed project, provide the page reference in your current AIMS and/or strategic business plan.	Doc.	AIMS
		Page #	5-3

Project #	3930-001
Doc. Type	SPR

4.	Is the project reportable to control agencies?	Yes	No
		X	
	If YES, CHECK all that apply:		
X	a) The project involves a budget action.		
	b) A new system development or acquisition that is specifically required by legislative mandate or is subject to special legislative review as specified in budget control language or other legislation.		
X	c) The estimated total development and acquisition costs exceed the Department of Technology's established Agency/state entity delegated cost threshold and the project does not meet the criteria of a desktop and mobile computing commodity expenditure (see SAM 4989 – 4989.3).		
	d) The project meets a condition previously imposed by the Department of Technology.		

**INFORMATION TECHNOLOGY PROJECT SUMMARY PACKAGE
SECTION D: BUDGET INFORMATION**

Project #	3930-001
Doc. Type	SPR

Budget Augmentation Required?

No

Yes

If YES, indicate fiscal year(s) and associated amount:

FY	14/15	FY	15/16	FY	16/17	FY	17/18	FY	18/19	FY	19/20	FY	20/21	FY	21/22	
\$0		\$184,664		\$118,000		\$1,153,820		\$1,285,908		\$1,221,019		\$585,689		\$95,900		\$4,645,000 *

PROJECT COSTS

1.	Fiscal Year	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	TOTAL
2.	One-Time Cost	\$58,880	\$483,294	\$514,282	\$1,664,966	\$1,843,492	\$1,476,539	\$547,509	\$0	\$6,588,962
3.	Continuing Costs	0	0	0	\$	\$	\$63,955	\$99,434	\$157,154	\$320,543
4.	TOTAL PROJECT BUDGET	\$58,880	\$483,294	\$514,282	\$1,664,966	\$1,843,492	\$1,540,494	\$646,943	\$157,154	\$6,909,505

PROJECT FINANCIAL BENEFITS

5.	Cost Savings/Avoidances	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6.	Revenue Increase	\$0	\$0	\$0	\$0	\$0	\$0	\$0

*** – The budget numbers in this section represent the most recent BCP shift of funding for this project.

**INFORMATION TECHNOLOGY PROJECT SUMMARY PACKAGE
SECTION E: VENDOR PROJECT BUDGET**

Project #	3930-001
Doc. Type	SPR

Vendor Cost for SPR Development (if applicable)	\$
Vendor Name	

VENDOR PROJECT BUDGET

1.	Fiscal Year	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	TOTAL
2.	Primary Vendor Budget	0	0	0	\$648,366	\$907,713	\$778,039	\$547,509	0	\$2,881,627
3.	CDT Statewide Technology Procurement	\$22,247	\$67,284	\$112,392	0	0	0	0	0	\$201,923
4.	CDT Independent Project Oversight	\$0	\$112,560	\$112,560	\$113,000	\$113,000	\$47,120	0	0	\$498,240
5.	IV&V Budget	0	\$4820	\$390	\$260,000	\$129,895	\$134,895	0	0	\$530,000
6.	Other Budget	0	0	0	0	0	\$237,485	0	0	\$237,485
7.	TOTAL VENDOR BUDGET	\$22,247	\$184,664	\$225,342	\$1,021,366	\$1,150,608	\$1,197,539	\$547,509	0	\$4,349,275

PRIMARY VENDOR HISTORY SPECIFIC TO THIS PROJECT

7.	Primary Vendor	Trinity Technology Group, Inc.
8.	Contract Start Date	07/03/2017
9.	Contract End Date (projected)	12/19/2019
10.	Amount	\$2,881,627

VENDOR CONTACTS

Vendor	First Name	Last Name	Area Code	Phone #	Ext.	Area Code	Fax #	E-mail
Trinity Technology Group Inc.	Sean	Mahon	916	296-1605				smahon@trinitytg.com
Infinity Consulting Group	Ken	White	916	869-8899				kwhite@infiniticg.com

INFORMATION TECHNOLOGY PROJECT SUMMARY PACKAGE
SECTION F: RISK ASSESSMENT INFORMATION

Project #	3930-001
Doc. Type	SPR

RISK ASSESSMENT

	Yes	No
Has a Risk Management Plan been developed for this project?	X	

General Comment(s)

INFORMATION TECHNOLOGY PROJECT SUMMARY PACKAGE

SECTION F: RISK ASSESSMENT INFORMATION

3.0 Proposed Project Change

3.1 Project Background

The Department of Pesticide Regulation (DPR) is committed to protecting human health and the environment by regulating pesticide sales and use. Pesticide products and certain limited types of pest control devices are required to be registered by DPR before the product can be sold, distributed, or used in California¹. California Food and Agricultural Code (FAC) Division 7 defines a “pesticide” as (1) any spray adjuvant, or (2) any substance, or mixture of substances that is intended to be used for defoliating plants, regulating plant growth, or for preventing, destroying, repelling, or mitigating any pest that may infest or be detrimental to vegetation, man, animals, or households, or be present in any agricultural or nonagricultural environment. The Product Registration Branch (PRB) processes all new pesticide product registrations, amendments, renewals, and inactivation’s, among other activities. PRB receives and processes approximately 5,000 registration submissions each year and maintains registrations for approximately 13,000 pesticide products that collectively contain 1,000 different active ingredients (AI). PRB largely manages these processes manually, with some technology support.

Registrants submit many types of hard copy documents to DPR for review and evaluation. PRB staff must manually enter data and information from these documents into their core systems. In addition, PRB staff must store and track these documents during and after the evaluation process. This hard-copy format makes it difficult for PRB staff to find information, delays the registration process, and leaves staff routing large volumes of paper to support regular activities.

The paper-based, manual-intensive registration processes include cumbersome routing, bottlenecks, and inefficiencies that significantly increase the time required to make registration decisions on pesticide products in California.

The lengthy registration and licensing process financially impacts registrants by delaying their ability to sell products in California. The delays also impact DPR’s revenue stream since Mill Assessment Fees cannot be assessed until products are licensed and sold.

California’s farmers and growers are also impacted by these delays since they cannot use a new pesticide until it is approved by DPR. The lengthy new pesticide product registration process can cause growers to miss a product application window, resulting in crop loss due to pests that would be better controlled with a product pending registration. This pesticide product registration delay also can cause farmers to forgo planting a crop altogether because the product would not be available during the application period. In addition, the farming community often complains that neighboring producers (in other states) have an unfair advantage due to those states’ quick acceptance of U.S. EPA approved pesticide products.

Although PRB procedures and the number of submissions remain relatively stable; the workload, in terms of data requirement and changes mandated by the U.S. EPA, has increased significantly. Additional reevaluations, risk assessments, risk mitigation, research authorizations, and adverse effects

¹ A product requires registration in California if: (1) The U.S. Environmental Protection Agency (U.S. EPA), Office of Pesticide Programs, requires registration of the product (excluding Plant Incorporated Protectants) and the product is sold, distributed, or used in California; (2) California law requires registration of the product even if U.S. EPA does not (e.g., spray adjuvants, structural pest control devices, certain FIFRA 25(b) products).

have also amplified the workload. There is a critical need for PRB to improve its business processes and supporting technology in order to meet state mandates as well as provide access to critical product and management information.

The proposed PRDMS solution will enable DPR to effectively and efficiently administer its pesticide product registration program and is expected to achieve significant beneficial outcomes, including:

- Streamlined and automated processes.
- Single-point data capture that integrates all existing data repositories.
- Submission tracking throughout the registration and renewal process using a single system.
- Electronic payments of registration and renewal fees.
- Data validation against known business rules.
- Reduced need and cost to physically store large volumes of hard copy documents both onsite and offsite.
- Reduced conditional registration errors.
- Reduced submission package routing errors.
- Minimal incomplete submissions.
- Improved DPR revenue stream.
- Quick and easy product information access for consumers, growers, and product end-users.
- Relevant pesticide product and device information available in the field.
- Twenty-four (24) hour access to electronic labels to assist medical and safety response in pesticide related episodes.
- Concurrent scientific evaluations for most regular pesticide product registrations.
- New pesticide products and devices registered and available for sale more quickly, without costly delays for farmers, growers, consumers, and registrants.
- Standardized submission review process.
- Improved PRB communication internally, with other DPR branches, and with registrants.
- Improved performance measurement and accountability.
- Better-managed workload.

3.2 Project Status

This project experienced significant delays during the procurement phase which has increased the cost and required additional planning of staff resources to support the project. There were several key factors that created the delay including the following.

- The Feasibility Study (FSR) approval letter received on January 10, 2015 included unexpected Independent Verification and Validation (IV&V) oversight approval condition that resulted in a delay to the public release of the procurement document (Request for Proposal, RFP). The additional IV&V requirement did add a lot of value to ensure that the IV&V vendor reviewed the requirements and was able to validate that the RFP requirements conformed to the IEEE standards. The procurement of the IV&V services and validation of the RFP requirements pushed out the procurement phase by approximate 8 months.
- Multiple proposal evaluations that resulted in an unsuccessful procurement outcome, which extended by 24 months the planning and procurement phase initially estimated to take 5 months.
 - During the evaluation of the first round of draft bids in response to the RFP, none of the draft bids were found to meet the RFP requirements. Consequently, the Department of Technology procurement team recommended a second round of draft bids, and DPR agreed, which resulted in an approximate 6 month delay.
 - The evaluation of the second round of bids resulted in no compliant bids. The Department of Technology procurement team recommended declaring that round to be draft bids and added another round of final bids. This resulted in a 4 month delay.
 - After receiving the final round of draft bids in response to the RFP, it was again determined that none of those draft bids met the RFP requirements. Consequently, the Department of Technology procurement team recommended pursuing the Negotiations process, under section 6611 of the Public Contract Code (PCC), and DPR agreed, which resulted in another 6 month delay.

The procurement process ended on June 28, 2017 when the contract was awarded. The effective date of the contract is July 3, 2017.

Trinity Technology Group Inc. was engaged in July and held a kickoff meeting on August 3, 2017. They have been working on the project management plans defined in the first phase of this project and are in the planning stages of the Joint Application Design (JAD) sessions with the registration team.

The project scope has not been modified. The Request for Proposal (RFP) is the basis for the project scope definition and includes a requirement to create a plan that will outline the procedure used to submit change control requests that could impact scope, schedule and cost.

In addition, the FSR estimate inadvertently left out the costs associated with the procurement phase activities. Which is now being included in this SPR.

3.3 Reason for proposed change

Given the current project delay, new schedule and cost estimates were developed to continue the PRDMS project activities by shifting the project resource allocation. The project delay resulted in additional cost estimated around \$871,600 which will be funded through DPR program redirection.

The additional cost of the delay was needed to cover CDT oversight services, the cost of state staffs that were required to support procurement activities, the cost of the CDT procurement activities that was inadvertently left out of the cost estimates in the Feasibility Study Report.

3.3.1 Re-appropriation of Project Funds in Spring 2017 to Align with Current Schedule

The table below outlines the projected costs as defined in the Feasibility Study Report (FSR).

Approved FSR PRDMS Project Funding

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	Total
One Time Costs									
Staff Costs	\$0	\$574,631	\$574,631	\$0	\$0	\$0	\$0	\$0	\$1,149,262
Software Purchase/License	\$0	\$123,000	\$123,000	\$0	\$0	\$0	\$0	\$0	\$246,000
Telecommunications	\$0	\$1,271	\$4,751	\$0	\$0	\$0	\$0	\$0	\$6,022
Contract Services - Software Customization	\$0	\$1,455,736	\$1,455,736					\$0	\$2,911,473
Contract Services - Project Oversight	\$0	\$112,560	\$112,560	\$0	\$0	\$0	\$0	\$0	\$225,120
Contract Services - IV&V	\$0	\$265,000	\$265,000	\$0	\$0	\$0	\$0	\$0	\$530,000
Other	\$0	\$107,100	\$107,100	\$0	\$0	\$0	\$0	\$0	\$214,200
Total One Time Costs	\$0	\$2,639,298	\$2,642,778	\$0	\$0	\$0	\$0	\$0	\$5,282,076
Continuing Costs									
Staff costs	\$0	\$0	\$0	\$81,491	\$81,491	\$0	\$0	\$0	\$162,982
Software Maintenance /Licenses	\$0	\$0	\$0	\$159,500	\$159,500	\$0	\$0	\$0	\$319,000
Telecommunications	\$0	\$0	\$0	\$3,480	\$3,480	\$0	\$0	\$0	\$6,960
Contract Services	\$0	\$0	\$0	\$237,485	\$0	\$0	\$0	\$0	\$237,485
Other	\$0	\$0	\$0	\$14,700	\$14,700	\$0	\$0	\$0	\$29,400
Total Continuing Costs	\$0	\$0	\$0	\$496,656	\$259,171	\$0	\$0	\$0	\$755,827
TOTAL PROJECT COSTS	\$0	\$2,639,298	\$2,642,298	\$496,656	\$259,171	\$0	\$0	\$0	\$6,037,904

To ensure that funding would be available during the fiscal year that it would be needed to cover the project costs, a Budget Change Proposal was submitted by DPR in the fall of 2016, to shift \$3,422,000 project resources (One-Time Costs) from 2016-17 to be re-appropriated to 2017-18, 2018-19, and 2019-20 and 2020-21, as shown in the table below.

2017 - Spring Finance Letter Approved PRDMS Project Funding

FY	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
One Time Costs									
Staff Costs	\$0	\$574,631	\$574,631	\$0	\$0	\$0	\$0	\$0	\$1,149,262
Software Purchase/License	\$0	\$0	\$0	\$123,000	\$123,000	\$0	\$0	\$0	\$246,000
Telecommunications	\$0	\$0	\$0	\$1,271	\$4,751	\$0	\$0	\$0	\$6,022
Contract Services - Software Customization	\$0	\$0	\$0	\$655,081	\$917,114	\$786,098	\$553,180	\$0	\$2,911,473
Contract Services - Project Oversight	\$0	\$112,560	\$112,560	\$0	\$0	\$0	\$0	\$0	\$225,120
Contract Services - IV&V	\$0	\$265,000	\$265,000	\$0	\$0	\$0	\$0	\$0	\$530,000
Other	\$0	\$107,100	\$107,100	\$0	\$0	\$0	\$0	\$0	\$214,200
Total One Time Costs	\$0	\$1,059,291	\$1,059,291	779,352	1,044,865	786,097	553,180	0	\$5,282,076
Continuing Costs									
Staff costs	\$0	\$0	\$0	\$81,491	\$81,491	\$0	\$0	\$0	\$162,982
Software Maintenance /Licenses	\$0	\$0	\$0	\$159,500	\$159,500	\$0	\$0	\$0	\$319,000
Telecommunications	\$0	\$0	\$0	\$3,480	\$3,480	\$0	\$0	\$0	\$6,960
Contract Services	\$0	\$0	\$0	\$237,485	\$0	\$0	\$0	\$0	\$237,485
Other	\$0	\$0	\$0	\$14,700	\$14,700	\$0	\$0	\$0	\$29,400
Total Continuing Costs	\$0	\$0	\$0	\$496,656	\$259,171	\$0	\$0	\$0	\$755,827
TOTAL PROJECT COSTS	\$0	\$1,059,291	\$1,059,291	\$1,276,008	\$1,304,036	\$786,097	\$553,180	\$0	\$6,037,904

The re-appropriations of costs from the FSR to the 2017 Spring Finance Letter resulted in no net change in one-time and continuing costs. The Legislature approved the funding shift in spring 2017 and it is the baseline upon which this SPR is requesting additional changes.

3.3.2 Addition of CDT's IT Procurement staff Costs that were Inadvertently Left out of Initial Project Cost Estimate

The statewide technology procurement staff cost was inadvertently not included in the original approved FSR budget. The project is now adding in those costs to ensure all necessary project activities are captured in the project budget.

FY	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
Contract Services – STP Procurement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contract Services – STP Procurement	\$22,247	\$67,284	\$112,392	\$0	\$0	\$0	\$0	\$0	\$201,923
Total:	\$22,247	\$67,284	\$112,392	\$0	\$0	\$0	\$0	\$0	\$201,923

3.3.3 Additional CDT Independent Project Oversight Management Costs Needed Due to Project Delay

Because of the 24 month project delay which extended the project schedule, additional CDT Independent Project Oversight Manager Costs are requested to fund oversight services through project close out.

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	Total
Approved Contract Services – Project Oversight Costs	\$0	\$112,560	\$112,560	\$0	\$0	\$0	\$0	\$0	\$225,120
Additional Contract Services – Project Oversight Requested	\$0	\$0	\$0	\$113,000	\$113,000	\$47,120	0		\$273,120
Total:	\$0	\$112,560	\$112,560	\$113,000	\$113,000	\$47,120	\$0	\$0	\$498,240

3.3.4 Additional Project Staff Costs Needed Due to Procurement Activities Inadvertently Left Out of Approved Budget

The State Staff was involved throughout the procurement phase; and we are including procurement costs items such as the RFP development that occurred prior to the contract award.

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	Total
Approved Staff Costs	\$0	\$574,631	\$574,631	\$0	\$0	\$0	\$0	\$0	\$1,149,262
Additional Staff Costs Requested	\$36,633	\$89,589	\$86,682	\$0	\$0	\$0	\$0	\$0	\$212,904
Total:	\$36,633	\$664,220	\$661,313	\$0	\$0	\$0	\$0	\$0	\$1,362,166

3.3.5 Additional Project Staff Costs Needed Due to Project Delay

Additional funding is being requested to cover the cost of the 24 month procurement delay for State staff costs.

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	Total
Approved Staff Costs	\$0	\$574,631	\$574,631	\$0	\$0	\$0	\$0	\$0	\$1,149,262
Additional Staff Costs Requested due to project delay	\$0	\$209,041	\$202,258	\$0	\$0	\$0	\$0	\$0	\$411,299
Total:	\$0	\$783,672	\$776,889	\$0	\$0	\$0	\$0	\$0	\$1,560,561

3.3.6 Shift of funding due to project delay

Some funding is being shifted to ensure staff is available per the updated project plan.

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	Total
Approved Staff Costs	\$0	\$574,631	\$574,631	\$0	\$0	\$0	\$0	\$0	\$1,149,262
Shift of Staff cost funding	\$0	\$(574,631)	\$(574,631)	\$412,229	\$458,033	\$279,000	\$0	\$0	\$0
Total:	\$0	\$0	\$0	\$412,229	\$458,033	\$279,000	\$0	\$0	\$1,149,262

3.3.7 Integration Vendor Agreement Cost Adjustment

The negotiated agreement with the integration vendor resulted in a savings of \$29,846 compared to the approved FSR cost estimate. The Request for Proposal allowed the bidders to propose to use Commercial off the Shelf (COTS) software for workflow and document management functions. Per signed contract, the Integration vendor is providing a fully custom solution for these functions resulting in some cost savings.

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	Total
Approved Contract Services – Software Customization Costs	\$0	\$0	\$0	\$655,081	\$917,114	\$786,098	\$553,180	\$0	\$2,911,473
Executed Contract Services – Software Customization Costs	\$0	\$0	\$0	\$(6,715)	\$(9,401)	\$(8,059)	\$(5,671)	\$0	\$(29,846)
Total:	\$0	\$0	\$0	\$648,366	\$907,713	\$778,039	\$547,509	\$0	\$2,881,627

3.3.8 Funding for Post Implementation Support

One of the cost items was inadvertently classified as ongoing costs in the FSR. This is the “Contract Services” item of \$237,485 that provides post-implementation support services. This is a one-time cost that does not need to be reflected in the Continuing IT costs category.

FY	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
Approved Continuing Contract Services Costs	\$0	\$0	\$0	\$237,485	\$	\$0	\$0	\$0	\$237,485
Requested Continuing Contract Services Costs	\$0	\$0	\$0	\$(237,485)	\$0	\$0	\$0	\$0	\$(237,485)
Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

3.3.9 Optional Maintenance and Operations

This SPR proposes to add the cost of one year of optional maintenance and operations (M&O), which is \$61,200 shown in the table below. The contract estimates include \$192,936 for three years of optional M&O. However, the project team does not anticipate the need for more than one year of maintenance and operations agreements as the vendor is supplying a fully custom solution.

FY	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
Approved Continuing Contract Services Costs	\$0	\$0	\$0	\$0	\$	\$0	\$0	\$0	\$0
Requested Continuing Contract Services Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61,200	\$61,200
Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61,200	\$61,200

3.3.10 Additional Post-Implementation Support

This SPR proposes to add \$237,485 to the One-Time cost item of “other contract services” to cover the cost of post-implementation support.

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	20-21	Total
Approved One Time Other contract services Budget Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Requested One Time Other contract services Budget Costs	\$0					\$237,485	\$0	\$0	\$237,485
Total:	\$0	\$0	\$0			\$237,485	\$0	\$0	\$237,485

3.3.11 Shift of Software Upgrade Costs

The SPR shifted the 2015-16 allocation of \$107,100 to 2017-18 and the 2016-17 allocation of \$107,100 to 2018-19. These funds cover software upgrade costs such as an upgrade from MS SQL Server standard edition to MS SQL Server enterprise edition. The funds were shifted due to the project delay in the procurement phase.

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	20-21	Total
Approved One Time Other Budget Cost	\$0	\$107,100	\$107,100	\$0	\$0	\$0	\$0	\$0	\$214,200
Requested One Time Other budget Costs	\$0	(\$107,100)	(107,100)	\$107,100	\$107,100	\$0	\$0	\$0	\$0
Total:	\$0	\$0	\$0	\$107,100	\$107,100	\$0	\$0	\$0	\$214,200

3.3.12 Reduction in Software Maintenance/Licenses

The Continuing IT cost category of “Software maintenance/licenses” can be reduced because the RFP allowed for a vendor to provide a Commercial off the Shelf (COTS) system as part of the solution and the cost estimate supported this provision. However the vendor is providing a fully custom solution for the PRDMS project. Therefore of the \$319,000 approved software maintenance and licensing fund, \$259,000 is not needed; however the SPR proposes to retain \$60,000 of the \$259,000 to fund the cost of MS SQL Server standard edition licenses to support the registration databases and has been moved to FY 2019-20 through FY 2021-22.

FY	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Total
Approved Software Maintenance/Licenses	\$0	\$0	\$0	\$159,500	\$159,500	\$0	\$0	\$0	\$319,000
Requested Software Maintenance/Licenses	\$0	\$0	\$0	(\$159,500)	(\$159,500)	\$20,000	\$20,000	\$20,000	(\$259,000)
Total:	\$0	\$0	\$0	\$0	\$0	\$20,000	\$20,000	\$20,000	\$60,000

3.3.11 Summary of Proposed Changes

Summary of Proposed Project Changes

FY	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	Total
3.3.2 Contract Services – CDT STP Procurement staff cost	\$22,247	\$67,284	\$112,392	\$0	\$0	\$0	\$0	\$0	\$201,923
3.3.3 Additional CDT Project Oversight Management Cost Requested	\$0	\$0	\$0	\$113,000	\$113,000	\$47,120	\$0	\$0	\$273,120
3.3.4 Additional Staff Costs needed due to Procurement Activities Inadvertently Left Out of Approved Budget	\$36,633	\$89,589	\$86,682	\$0	\$0	\$0	\$0	\$0	\$212,904
3.3.5 Additional Project Staff Costs Needed Due to Project Delay	\$0	\$209,041	\$202,258	\$0	\$0	\$0	\$0	\$0	\$411,299
3.3.6 Shift of staff cost funding	\$0	(\$574,631)	(\$574,631)	\$412,229	\$458,033	\$279,000	\$0	\$0	\$0
3.3.7 Integration Vendor Agreement Cost Adjustment	\$0	\$0	\$0	\$(6,715)	\$(9,401)	\$(8,059)	\$(5,671)	\$0	\$(29,846)
3.3.8 Remove Continuing Contract Services Costs	\$0	\$0	\$0	\$(237,485)	\$0	\$0	\$0	\$0	\$(237,485)
3.3.9 Optional Maintenance and Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61,200	\$61,200
3.3.10 Additional Post-Implementation Support	\$0	\$0	\$0	\$0	\$0	\$237,485	\$0	\$0	\$237,485
3.3.11 Shift of Software Upgrade Cost	\$0	(\$107,100)	(\$107,100)	\$107,100	\$107,100	\$0	\$0	\$0	\$0
3.3.12 Proposed Reduction to Software Maintenance/Licenses	\$0	\$0	\$0	(\$159,500)	(\$159,500)	\$20,000	\$20,000	\$20,000	(\$259,000)
TOTAL	\$58,880	(\$315,817)	(\$280,399)	\$228,629	\$509,232	\$575,546	\$14,329	\$81,200	\$871,600

The Department of Pesticide Regulation considers the PRDMS project to be a high level priority item and will redirect program funds to cover the additional costs that have been outlined in this SPR. Thus no additional funds are being requested for the project.

Net change to Total Project Cost	+\$871,600
Redirect funding from DPR program budget	\$871,600
Final Net Result	\$0

4.0 Project Management Plans

There have been no significant changes to the project management plans.

4.1 Project Manager Qualifications

No changes.

4.2 Project Management Methodology

No changes.

4.3 Project Organization

No changes.

4.4 Project Priorities

No changes.

4.5 Project Plan

The modified project plan schedule defined in this section is the result of a collaborative effort between the vendor and the Department of Pesticide regulation sponsors, staff and management.

Project Schedule comparison:

Milestone	Approved FSR Target date	Proposed Target date	Variance (in months)
Award System Integrator contract	07/01/2015	06/28/2017	24
Project planning	12/31/2015	09/28/2017	20
Requirements specification and functional analysis	12/31/2015	12/22/2017	23
Architecture and design specification	04/30/2016	03/5/2018	22
System development	05/31/2017	09/26/2018	15
Data conversion	02/28/2017	10/31/2018	20
System integration testing	05/31/2017	01/08/2019	19
User acceptance testing	05/31/2017	03/12/2019	21
Pilot Testing	06/30/2017	07/30/2019	25
Implementation	06/30/2017	12/19/2019	29
Post Implementation Support	12/31/2017	06/23//2020	29
Post Implementation and Evaluation Report	06/30/2018	12/31/2021	36

4.5.1 Project Scope

The Pesticide Regulation Data Management System (PRDMS) has a set of clear business objectives which have not changed since the FSR. However, in the time since the development of the FSR, IT Infrastructure best practices and options have evolved. The department recognizes the objective of delivery of the highest quality business value while maintaining a platform that is ubiquitous, interchangeable, and cost effective.

Consistent with Technology Letters *TL 16-01 - Cloud Productivity Solutions*, and *TL 17-06 Update to Cloud Computing Policy – Infrastructure and Platform*, the department has begun an enterprise wide effort to migrate our existing virtual servers to a cloud environment. The PRDMS project is expected to be impacted by the Cloud migration project, so the PRDMS project team will continue to leverage the Risk Management process to track and mitigate any negative impacts.

4.5.2 Project Assumptions

No change from FSR.

4.5.3 Project Phasing

No Change from FSR.

4.5.4 Project Roles and Responsibilities

No Change from FSR.

4.5.5 Project Schedule

The vendor provided a detailed project schedule developed in Microsoft project which reflects the project plan and milestones outlined in sections 2.0 and 4.5.

4.6 Project Monitoring and Oversight

There are no changes to the oversight engagement; however, the estimated \$871,600 additional costs reflect funding to cover the additional cost in the project oversight services due to the project delay described in section 3.3.3.

4.7 Project Quality

No Change from FSR. The vendor first deliverable included project a quality management plan.

4.8 Change Management

A series of formal Change Management Plans were developed for this project. The scope management plan was created to address how to manage scope changes during the project. The Schedule management plan was developed to outline schedule changes. The cost management plan address additional cost items and how they are evaluated and processed.

4.9 Authorization Required

No Change from FSR.

5.0 Risk Management Plan

No Change from FSR. The project conducts monthly risk and issue management meetings to assess and prioritize project risks and the risk register is updated accordingly. The plan includes details of the risk escalation process to ensure high risk items are addressed in a timely manner. Among key stakeholders includes IV&V as well as Information Technology Project Oversight.

The purpose of the PRDMS Project Risk Management Plan is to provide the PRDMS Project Team with instructions on how to identify, analyze, and manage a risk. In addition to documenting the results of the risk identification and analysis phases, the plan identifies roles and responsibilities for managing the risk, defines the approach, tools, and data sources that will be used to perform risk management on the project. The plan also describes how risk mitigation activities will be tracked throughout the project lifecycle.

The objective of Risk Management is to increase the likelihood and impact of positive events while decreasing the likelihood and impact of negative events. Following a well put together Risk Management Plan will assist in implementing a successful project.

The Risk Management process includes the following steps:

1. Development of a Risk Management Approach
2. Risk Identification
3. The Performance of Risk Analyses
 - Qualitative Risk Analysis
 - Quantitative Risk Analysis
4. Planning Risk Responses
5. Monitoring and Controlling Risks

The PRDMS Project's risk management approach is based on early detection, swift response, continuous monitoring, impact minimization, and thorough recovery. The PRDMS Project Team started this process at the conception of the project. The PRDMS Project Manager will continue to facilitate this Risk Management process by encouraging team members and stakeholders to identify possible project risks which are vulnerabilities that could be exploited by some circumstance or event. The Project Manager will empower team members and stakeholders to communicate identified potential project risks to the PRDMS Project Team, throughout the project lifecycle. This will occur through formal mechanisms such as risk assessment worksheets, project status meetings, risk assessment sessions, and informal mechanisms. The PRDMS Project Team will also review project documentation (e.g., project schedule and cost estimates) to identify potential risks. The PRDMS Project Manager will document and evaluate each identified risk.

6. Economic Analysis Worksheets

The economic analysis worksheets (EAW) referenced in this SPR are included as attachments to this SPR. Each attachment is briefly described below.

Attachment 1: Economic Analysis Worksheet, Approved PRDMS FSR

This attachment includes the Economic Analysis Worksheets for the proposed alternative that was included in the PRDMS FSR approved January 2015.

Attachment 2: Economic Analysis Worksheet, Current Proposed PRDMS SPR

This attachment includes the Economic Analysis Worksheet that includes actual cost through Fiscal Year 2016/2017 and estimated costs for the remainder of the project that supports the current proposed PRDMS SPR.

INFORMATION TECHNOLOGY PROJECT SUMMARY PACKAGE
SECTION F: RISK ASSESSMENT INFORMATION

Attachment 1
 PRDMS Project
 ECONOMIC ANALYSIS WORKSHEETS – APPROVED PRDMS FSR

SIMM 20C30C, Rev. 03/2011

EXISTING SYSTEM/BASELINE COST WORKSHEET

Department of Pesticide Regulation (DPR)

All costs to be shown in whole (unrounded) dollars.

10/1/2014

Pesticide Registration Data Management System (PRDMS)

	FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		TOTAL	
	PYs	Amts								
Continuing Information										
Technology Costs										
Staff (salaries & benefits)	0.7	81,491	0.7	81,491	0.0	0	0.0	0	1.4	162,983
Hardware Lease/Maintenance		0		0		0		0		0
Software Maintenance/Licenses		0		0		0		0		0
Contract Services		0		0		0		0		0
Data Center Services		0		0		0		0		0
Agency Facilities		0		0		0		0		0
Other		14,700		14,700		0		0	0	29,400
Total IT Costs	0.7	96,191	0.7	96,191	0.0	0	0.0	0	1.4	192,383
Continuing Program Costs:										
Staff	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	500.0	52,069,530
Other		2,625,000		2,625,000		2,625,000		2,625,000		10,500,000
Total Program Costs	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	500.0	62,569,530
TOTAL EXISTING SYSTEM COSTS	125.7	15,738,574	125.7	15,738,574	125.0	15,642,383	125.0	15,642,383	501.4	62,761,913

Department of Pesticide Regulation (DPR) All Costs Should be shown in whole (unrounded) dollars.

Pesticide Registration Data Management System (PRDMS)

	FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		TOTAL	
	PYs	Amts								
One-Time IT Project Costs										
Staff (Salaries & Benefits)	5.1	574,631	5.1	574,631	0.0	0	0.0	0	10.2	1,149,262
Hardware Purchase		0		0		0		0		0
Software Purchase/License		123,000		123,000		0		0		246,000
Telecommunications		1,271		4,751		0		0		6,022
Contract Services		0		0		0		0		0
Software Customization		1,455,736		1,455,736		0		0		2,911,473
Project Management		0		0		0		0		0
Project Oversight		112,560		112,560		0		0		225,120
IV&V Services		265,000		265,000		0		0		530,000
Other Contract Services		0		0		0		0		0
TOTAL Contract Services		1,833,296		1,833,296		0		0		3,666,593
Data Center Services		0		0		0		0		0
Agency Facilities		0		0		0		0		0
Other		107,100		107,100		0		0		214,200
Total One-time IT Costs	5.1	2,639,298	5.1	2,642,778	0.0	0	0.0	0	10.2	5,282,076
Continuing IT Project Costs										
Staff (Salaries & Benefits)	0.0	0	0.0	0	0.7	81,491	0.7	81,491	1.4	162,983
Hardware Lease/Maintenance		0		0		0		0		0
Software Maintenance/Licenses		0		0		159,500		159,500		319,000
Telecommunications		0		0		3,480		3,480		6,960
Contract Services		0		0		237,485		0		237,485
Data Center Services		0		0		0		0		0
Agency Facilities		0		0		0		0		0
Other		0		0		14,700		14,700		29,400
Total Continuing IT Costs	0.0	0	0.0	0	0.7	496,656	0.7	259,171	1.4	755,828
Total Project Costs	5.1	2,639,298	5.1	2,642,778	0.7	496,656	0.7	259,171	11.6	6,037,904
Continuing Existing Costs										
Information Technology Staff	0.7	81,491	0.7	81,491	0.0	0	0.0	0	1.4	162,983
Other IT Costs		14,700		14,700		0		0		29,400
Total Continuing Existing IT Costs	0.7	96,191	0.7	96,191	0.0	0	0.0	0	1.4	192,383
Program Staff	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	500.0	52,069,530
Other Program Costs		2,625,000		2,625,000		2,625,000		2,625,000		10,500,000
Total Continuing Existing Program Costs	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	500.0	62,569,530
Total Continuing Existing Costs	125.7	15,738,574	125.7	15,738,574	125.0	15,642,383	125.0	15,642,383	501.4	62,761,913
TOTAL ALTERNATIVE COSTS	130.8	18,377,872	130.8	18,381,352	125.7	16,139,039	125.7	15,901,554	513.0	68,799,817
INCREASED REVENUES		0		0		0		0		0

	FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		TOTAL	
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts
EXISTING SYSTEM										
Total IT Costs	0.7	96,191	0.7	96,191	0.0	0	0.0	0	1.4	192,383
Total Program Costs	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	500.0	62,569,530
Total Existing System Costs	125.7	15,738,574	125.7	15,738,574	125.0	15,642,383	125.0	15,642,383	501.4	62,761,913

PROPOSED ALTERNATIVE	Custom Developed Solution									
	FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		TOTAL	
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts
Total Project Costs	5.1	2,639,298	5.1	2,642,778	0.7	496,656	0.7	259,171	11.6	6,037,904
Total Cont. Exist. Costs	125.7	15,738,574	125.7	15,738,574	125.0	15,642,383	125.0	15,642,383	501.4	62,761,913
Total Alternative Costs	130.8	18,377,872	130.8	18,381,352	125.7	16,139,039	125.7	15,901,554	513.0	68,799,817
COST SAVINGS/AVOIDANCES	(5.1)	(2,639,298)	(5.1)	(2,642,778)	(0.7)	(496,656)	(0.7)	(259,171)	(11.6)	(6,037,904)
Increased Revenues		0		0		0		0		0
Net (Cost) or Benefit	(5.1)	(2,639,298)	(5.1)	(2,642,778)	(0.7)	(496,656)	(0.7)	(259,171)	(11.6)	(6,037,904)
Cum. Net (Cost) or Benefit	(5.1)	(2,639,298)	(10.2)	(5,282,076)	(10.9)	(5,778,733)	(11.6)	(6,037,904)		

ALTERNATIVE #1	Commercial Off the Shelf									
	FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		TOTAL	
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts
Total Project Costs	5.1	3,198,288	5.1	3,201,768	0.7	733,967	0.7	419,471	11.5	7,553,495
Total Cont. Exist. Costs	125.7	15,738,574	125.7	15,738,574	125.0	15,642,383	125.0	15,642,383	501.4	62,761,913
Total Alternative Costs	130.8	18,936,862	130.8	18,940,342	125.7	16,376,350	125.7	16,061,854	512.9	70,315,408
COST SAVINGS/AVOIDANCES	(5.1)	(3,198,288)	(5.1)	(3,201,768)	(0.7)	(733,967)	(0.7)	(419,471)	(11.5)	(7,553,495)
Increased Revenues		0		0		0		0		0
Net (Cost) or Benefit	(5.1)	(3,198,288)	(5.1)	(3,201,768)	(0.7)	(733,967)	(0.7)	(419,471)	(11.5)	(7,553,495)
Cum. Net (Cost) or Benefit	(5.1)	(3,198,288)	(10.1)	(6,400,056)	(10.8)	(7,134,023)	(11.5)	(7,553,495)		

PROJECT FUNDING PLAN

Department of Pesticide Regulation (DPR)

All Costs to be in whole (unrounded) dollars

10/1/2014

Pesticide Registration Data Management System (PRDM5)

	FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		TOTALS	
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts
TOTAL PROJECT COSTS	5.1	2,639,298	5.1	2,642,778	0.7	496,656	0.7	259,171	11.6	6,037,904
RESOURCES TO BE REDIRECTED										
Staff	5.1	681,731	5.1	681,731	0.7	96,191	0.7	96,191	11.6	1,555,844
Funds:										
Existing System		0		0		0		0		0
Other Fund Sources		0		0		0		0		0
TOTAL REDIRECTED RESOURCES	5.1	681,731	5.1	681,731	0.7	96,191	0.7	96,191	11.6	1,555,844
ADDITIONAL PROJECT FUNDING NEEDED										
One-Time Project Costs	0.0	1,957,567	0.0	1,961,047	0.0	0	0.0	0	0.0	3,918,615
Continuing Project Costs	0.0		0.0		0.0	400,465	0.0	162,980	0.0	563,445
TOTAL ADDITIONAL PROJECT FUNDS NEEDED BY FISCAL YEAR	0.0	1,957,567	0.0	1,961,047	0.0	400,465	0.0	162,980	0.0	4,482,060
TOTAL PROJECT FUNDING	5.1	2,639,298	5.1	2,642,778	0.7	496,656	0.7	259,171	11.6	6,037,904
Difference: Funding - Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0
Total Estimated Cost Savings	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0

ADJUSTMENTS, SAVINGS AND REVENUES WORKSHEET

Department of Pesticide Regulation (DPR)

41913

Pesticide Registration Data Management System (PRDMS)

Annual Project Adjustments	FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		Net Adjustments	
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts
One-time Costs										
Previous Year's Baseline	0.0	0	0.0	1,957,567	0.0	1,961,047	0.0	0		
(A) Annual Augmentation /(Reduction)	0.0	1,957,567	0.0	3,480	0.0	(1,961,047)	0.0	0		
(B) Total One-Time Budget Actions	0.0	1,957,567	0.0	1,961,047	0.0	0	0.0	0	0.0	3,918,615
Continuing Costs										
Previous Year's Baseline	0.0	0	0.0	0	0.0	0	0.0	400,465		
(C) Annual Augmentation /(Reduction)	0.0	0	0.0	0	0.0	400,465	0.0	(237,485)		
(D) Total Continuing Budget Actions	0.0	0	0.0	0	0.0	400,465	0.0	162,980	0.0	563,445
Total Annual Project Budget Augmentation /(Reduction) [A + C]	0.0	1,957,567	0.0	3,480	0.0	(1,560,583)	0.0	(237,485)		

[A, C] Excludes Redirected Resources

0.0	4,482,060
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Annual Savings/Revenue Adjustments

Cost Savings	0.0	0	0.0	0	0.0	0	0.0	0		
Increased Program Revenues		0		0		0		0		

Attachment 2
PRDMS Project
ECONOMIC ANALYSIS WORKSHEETS – CURRENT PROPOSED PRDMS SPR

EXISTING SYSTEM/BASELINE COST WORKSHEET
 All costs to be shown in whole (unrounded) dollars.

	FY 2014/15		FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		FY 2019/20		FY 2020/21		FY 2021/22		TOTAL		
	PYs	Amts	PYs	Amts															
Continuing Information																			
Technology Costs																			
Staff (salaries & benefits)	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	5.6	651,928	
Hardware Lease/Maintenance		0		0		0		0		0		0		0		0		0	
Software Maintenance/Licenses		0		0		0		0		0		0		0		0		0	
Contract Services		0		0		0		0		0		0		0		0		0	
Data Center Services		0		0		0		0		0		0		0		0		0	
Agency Facilities		0		0		0		0		0		0		0		0		0	
Other		14,700		14,700		14,700		0		0		0		0		0		44,100	
Total IT Costs	0.7	96,191	0.7	96,191	0.7	96,191	0.7	81,491	5.6	696,028									
Continuing Program Costs:																			
Staff	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	750.0	104,139,062	
Other		2,625,000		2,625,000		2,625,000		2,625,000		2,625,000		2,625,000		2,625,000		2,625,000		21,000,000	
Total Program Costs	125.0	15,642,383	1000.0	125,139,062															
TOTAL EXISTING SYSTEM COSTS	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	1005.6	125,835,090									

Agency/state entity:
Project:

All Costs Should be shown in whole (unrounded) dollars.

	FY 2014/15		FY 2015/16		** FY 2016/17		FY 2017/18		FY 2018/19		FY 2019/20		FY 2020/21		FY 2021/22		TOTAL		
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	
One-Time IT Project Costs																			
Staff (Salaries & Benefits)	0.4	35,633	1.1	298,630	1.8	288,940	4.8	412,229	4.8	458,033	2.7	279,000	0.0	0	0.0	0	15.6	1,773,465	
Hardware Purchase	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Software Purchase/License	0	0	0	0	0	0	0	123,000	0	123,000	0	0	0	0	0	0	0	246,000	
Telecommunications	0	0	0	0	0	0	0	1,271	0	4,751	0	0	0	0	0	0	0	6,022	
Contract Services																			
Software Customization	0	0	0	0	0	0	0	648,366	0	907,713	0	778,039	****	547,509	0	0	0	2,881,627	
Project Management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
* STP Procurement	22,247	0	67,284	0	112,382	0	0	0	0	0	0	0	0	0	0	0	0	201,923	
Project Oversight	0	0	112,560	0	112,560	0	0	113,000	0	113,000	0	47,120	0	0	0	0	0	498,240	
IV&V Services	0	0	4,820	0	390	0	0	260,000	0	129,895	0	134,895	0	0	0	0	0	530,000	
Other Contract Services	0	0	0	0	0	0	0	0	0	0	***	237,485	0	0	0	0	0	237,485	
TOTAL Contract Services	22,247	0	184,664	0	225,342	0	0	1,021,366	0	1,150,608	0	1,197,539	0	547,509	0	0	0	4,349,275	
Data Center Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Agency Facilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	0	0	0	0	0	0	0	107,100	0	107,100	0	0	0	0	0	0	0	0	
Total One-time IT Costs	0.4	58,880	1.1	483,294	1.8	514,282	4.8	1,664,966	4.8	1,843,492	2.7	1,476,539	0.0	547,509	0.0	0	15.6	6,588,962	
Continuing IT Project Costs																			
Staff (Salaries & Benefits)	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.40	40,475	0.7	61,254	0.7	61,254	1.8	152,983	
Hardware Lease/Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Software Maintenance/Licenses	0	0	0	0	0	0	0	0	0	0	0	20,000	0	20,000	0	20,000	0	60,000	
Telecommunications	0	0	0	0	0	0	0	0	0	0	0	3,480	0	3,480	0	0	0	6,960	
Contract Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Data Center Services	0	0	0	0	0	0	0	0	0	0	0	0	****	61,200	0	0	0	61,200	
Agency Facilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	14,700	0	0	0	0	
Total Continuing IT Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.4	63,955	0.7	99,434	0.7	157,154	1.8	320,543	
Total Project Costs	0.4	58,880	1.1	483,294	1.8	514,282	4.8	1,664,966	4.8	1,843,492	3.1	1,540,494	0.7	646,943	0.7	157,154	17.4	6,909,505	
Continuing Existing Costs																			
Information Technology Staff	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	5.6	651,928	
Other IT Costs	0	14,700	0	14,700	0	14,700	0	0	0	0	0	0	0	0	0	0	0	44,100	
Total Continuing Existing IT Costs	0.7	96,191	0.7	96,191	0.7	96,191	0.7	81,491	5.6	533,046									
Program Staff	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	125.0	13,017,383	1000.0	104,139,052	
Other Program Costs	0	2,625,000	0	2,625,000	0	2,625,000	0	2,625,000	0	2,625,000	0	2,625,000	0	2,625,000	0	2,625,000	0	21,000,000	
Total Continuing Existing Program Costs	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	1000.0	125,139,062	
Total Continuing Existing Costs	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	1005.6	125,835,000									
TOTAL ALTERNATIVE COSTS	126.1	15,797,454	126.8	16,221,868	127.5	16,252,856	130.5	17,388,840	130.5	17,567,365	129.8	17,264,368	126.4	16,370,817	126.4	15,881,028	1023.0	132,744,595	
INCREASED REVENUES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

*-This item was not included in the original FSR estimates.

** - This column indicates actual total cost for the previous fiscal year.

*** - The \$237,485 covers Post implementation support

**** - The \$61,200 covers 1 year of Optional Maintenance and Operations. The base cost includes 1 year of warranty support.

***** - This is the final progress payment for the vendor

ECONOMIC ANALYSIS SUMMARY
 All costs to be shown in whole (unrounded) dollars.

	FY 2014/15		FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		FY 2019/20		FY 2020/21		FY 2021/22		TOTAL		
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	
EXISTING SYSTEM																			
Total IT Costs	0.7	96,191	0.7	96,191	0.7	96,191	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	0.7	81,491	5.6	696,028	
Total Program Costs	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383	125.0	15,642,383.0	125.0	15,642,383.0	125.0	15,642,383.0	1000.0	125,139,062	
Total Existing System Costs	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	1005.6	125,835,090	
PROPOSED ALTERNATIVE																			
Custom Developed Solution																			
Total Project Costs	0.4	58,880	1.1	483,294	1.8	514,282	4.8	1,664,966	4.8	1,843,492	3.1	1,540,494	0.7	646,943	0.7	157,154	17.4	6,909,505	
Total Cont. Exist. Costs	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	1005.6	125,835,090	
Total Alternative Costs	126.1	15,797,454	126.8	16,221,868	127.5	16,252,856	130.5	17,388,840	130.5	17,567,365	128.8	17,264,368	126.4	16,370,817	126.4	15,881,028	1023.0	132,744,595	
COST SAVINGS/AVOIDANCES	(0.4)	(58,880)	(1.1)	(483,294)	(1.8)	(514,282)	(4.8)	(1,664,966)	(4.8)	(1,843,492)	(3.1)	(1,540,494)	(0.7)	(646,943)	(0.7)	(157,154)	(17.4)	(6,909,505)	
Increased Revenues	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Net (Cost) or Benefit	(0.4)	(58,880)	(1.1)	(483,294)	(1.8)	(514,282)	(4.8)	(1,664,966)	(4.8)	(1,843,492)	(3.1)	(1,540,494)	(0.7)	(646,943)	(0.7)	(157,154)	(17.4)	(6,909,505)	
Cum. Net (Cost) or Benefit	(0.4)	(58,880)	(1.5)	(542,174)	(3.3)	(1,056,456)	(8.1)	(2,721,422)	(12.9)	(4,564,914)	(16.0)	(6,105,408)	(16.7)	(6,752,351)	(17.4)	(6,909,505)	(34.8)	(13,819,011)	
ALTERNATIVE #1																			
Total Project Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	
Total Cont. Exist. Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	
Total Alternative Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	
COST SAVINGS/AVOIDANCES	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	1005.6	125,835,090	
Increased Revenues	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Net (Cost) or Benefit	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	1005.6	125,835,090	
Cum. Net (Cost) or Benefit	125.7	15,738,574	251.4	31,477,148	377.1	47,215,721	502.8	62,939,595	628.5	78,663,468	754.2	94,387,342	879.9	110,111,216	1005.6	125,835,090	2011.2	251,670,180	
ALTERNATIVE #2																			
Total Project Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	
Total Cont. Exist. Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	
Total Alternative Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	
COST SAVINGS/AVOIDANCES	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	754.2	94,387,342	
Increased Revenues	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Net (Cost) or Benefit	125.7	15,738,574	125.7	15,738,574	125.7	15,738,574	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	125.7	15,723,874	754.2	94,387,342	
Cum. Net (Cost) or Benefit	125.7	15,738,574	251.4	31,477,148	377.1	47,215,721	502.8	62,939,595	628.5	78,663,468	754.2	94,387,342	879.9	110,111,216	1005.6	125,835,090	1759.8	220,222,432	

PROJECT FUNDING PLAN

Agency/state entity:

All Costs to be in whole (unrounded) dollars

Date Prepared: 08/30/2017

Project:

	FY 2014/15		FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		FY 2019/20		FY 2020/21		FY 2021/22		TOTALS	
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts
TOTAL PROJECT COSTS	0.4	58,880	1.1	483,294	1.8	514,282	4.8	1,664,966	4.8	1,843,492	3.1	1,540,494	0.7	646,943	0.7	157,154	17.4	6,909,505
RESOURCES TO BE REDIRECTED																		
Staff	0.4	36,633	1.1	131,119	1.8	211,033	4.8	557,111	4.8	558,569	3.1	319,475	0.7	61,254	0.7	61,254	17.4	1,936,448
Funds:																		
Existing System		0		0		0		0		0		0		0		0		0
Other Fund Sources		22,247		0		107,342		98,917		99,551		0		0		0		328,057
TOTAL REDIRECTED RESOURCES	0.4	58,880	1.1	131,119	1.8	318,375	4.8	656,028	4.8	658,120	3.1	319,475	0.7	61,254	0.7	61,254	17.4	2,264,505
ADDITIONAL PROJECT FUNDING NEEDED																		
One-Time Project Costs	0.0	0	0.0	184,664	0.0	118,000	0.0	1,153,820	0.0	1,285,908	0.0	1,197,539		547,509		0	0.0	4,487,440
Continuing Project Costs	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	23,480		38,180		95,900	0.0	157,560
TOTAL ADDITIONAL PROJECT FUNDS NEEDED BY FISCAL YEAR	0.0	0	0.0	184,664	0.0	118,000	0.0	1,153,820	0.0	1,285,908	0.0	1,221,019	0.0	585,689	0	95,900	0.0	4,645,000
TOTAL PROJECT FUNDING	0.4	58,880	1.1	315,783	1.8	436,375	4.8	1,809,848	4.8	1,944,028	3.1	1,540,494	0.7	646,943	0.7	157,154	17.4	6,909,505
Difference: Funding - Costs	0.0	0	0.0	(167,511)	0.0	(77,907)	0.0	144,882	0.0	100,536	0.0	(0)	0.0	(0)	0.0	0	0.0	(0)
Total Estimated Cost Savings	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0
FUNDING SOURCE*																		
General Fund	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0
Federal Fund	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0
Special Fund	100%	58880	100%	315783	100%	436375	100%	1809848	100%	1944028	100%	1540494	100%	646943	100%	157154	100%	6909505
Reimbursement	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0
TOTAL FUNDING	100%	58880	100%	315783	100%	436375	100%	1809848	100%	1944028	100%	1540494	100%	646943	100%	157154	100%	6909505

*Type: If applicable, for each funding source, beginning on row 29, describe what type of funding is included, such as local assistance or grant funding, the date the funding is to become available, and the duration of the funding.
 * Note that the 2016-17 BCP provided \$3,422,000 in 2017-18 funding that can be used across a four-year span. The \$3,422,000 was split out as \$855,500 across the four years plus the carryover for IV&V/ Project Oversight.

ADJUSTMENTS, SAVINGS AND REVENUES WORKSHEET

Agency/state entity:

Date Prepared: 08/30/2017

Project:

Annual Project Adjustments	FY 2014/15		FY 2015/16		FY 2016/17		FY 2017/18		FY 2018/19		FY 2019/20		FY 2020/21		FY 2021/22		Net Adjustments		
	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	PYs	Amts	
One-time Costs																			
Previous Year's Baseline	0.0	0	0.0	0	0.0	184,664	0.0	118,000	0.0	1,153,820	0.0	1,285,908	0.0	1,197,539	0.0	547,509			
(A) Annual Augmentation /(Reduction)	0.0	0	0.0	184,664	0.0	(66,664)	0.0	1,035,820	0.0	132,088	0.0	(88,369)	0.0	(650,030)	0.0	(547,509)			
(B) Total One-Time Budget Actions	0.0	0	0.0	184,664	0.0	118,000	0.0	1,153,820	0.0	1,285,908	0.0	1,197,539	0.0	547,509	0.0	0	0.0	3,939,931	
Continuing Costs																			
Previous Year's Baseline	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	23,480	0.0	38,180			
(C) Annual Augmentation /(Reduction)	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	23,480	0.0	14,700	0.0	57,720			
(D) Total Continuing Budget Actions	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	23,480	0.0	38,180	0.0	95,900	0.0	23,480	
Total Annual Project Budget Augmentation /(Reduction) [A + C]	0.0	0	0.0	184,664	0.0	(66,664)	0.0	1,035,820	0.0	132,088	0.0	(64,889)	0.0	(635,330)	0.0	(489,789)			

[A, C] Excludes Redirected Resources

Total Additional Project Funds Needed [B + D]

0.0 3,963,411

Annual Savings/Revenue Adjustments

Cost Savings	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0		
Increased Program Revenues		0		0		0		0		0		0		0		0		