



## Special Project Report #3

# RSSIMS Bulk Record Update Project #8660-073

September 20, 2024



## VERSION HISTORY

Version #	Date	Author	Key Differences
1.0	9/20/2024	Dennis Hong	Initial Draft



## TABLE OF CONTENTS

### Table of Contents

<b>1</b>	<b>Information Technology Project Summary Package.....</b>	<b>4</b>
1.1	Section A: Executive Summary.....	4
1.2	Section B: Project Contacts.....	8
1.3	Section C: Project Relevance To State And/Or Departmental Plans.....	10
1.4	Section D: Budget Information .....	11
1.5	Section E: Vendor Project Budget .....	12
1.6	Section F: Risk Assessment Information.....	13
<b>2</b>	<b>Project Background.....</b>	<b>14</b>
<b>3</b>	<b>Project Schedule Change .....</b>	<b>15</b>
3.1	Reasoning For Change.....	15
3.2	Potential Impact* .....	17
<b>4</b>	<b>Financial Analysis Worksheet (FAW).....</b>	<b>18</b>
<b>5</b>	<b>Project Schedule.....</b>	<b>19</b>
<b>6</b>	<b>Current Project Status.....</b>	<b>20</b>
<b>7</b>	<b>Last Project Report Status .....</b>	<b>21</b>
<b>8</b>	<b>Special Project Report Transmittal.....</b>	<b>22</b>



# 1 Information Technology Project Summary Package

## 1.1 Section A: Executive Summary

1. Submittal Date

9/1/2024

2. Type of Document

☒ SPR

☐ PSP ONLY

☐ Other: Enter a description if you selected Other

Project Number: 8660-073

3. Project Title

Rail Safety & Security Information Management System Bulk Record Update

Project Acronym

RSSIMS Bulk Update

Estimated Project Dates

Start: 10/1/2021

End: 2/11/2025

4. Submitting Agency/state entity

California Public Utilities Commission

5. Reporting Agency/state entity

California Public Utilities Commission

6. Project Objectives

**Objective 1:**

Reduce the data entry workload for engineers when updating railroad crossing records in the RSSIMS database by providing bulk record update processing to the exiting RSSIMS system for updating basic information on the railroad crossing records.

Example: Allow an entire railroad line to be bulk updated with train count information, a railroad corridor may have 10 to 100 crossings that all need the same updates. Now these crossings are being updated one at a time. Similar updates may be appropriate in the future for railroad bridge records.



### **Objective 2:**

Improve engineering productivity by providing RSSIMS functionality to bulk process current RSSIMS records in order to perform hazard analysis/risk assessment and enable a larger number of records (e.g., 1,000+ records) to be selected for simultaneous processing through the Hazard Assessment calculation process. An automated process would provide greater consistency to help ensure that a calculation is run for all selected records with the most recent data. Similar functionality is generally needed throughout RSSIMS where a group of records meeting selection criteria receive formula driven updates to any number of data fields that are saved back to the RSSIMS database.

### **Objective 3:**

Improve engineer productivity by simplifying the process and reducing time needed to upload and link supporting documents to multiple data records at one time. This would be helpful for various RSSIMS record types. Enable multiple supporting files for a single record or a group of records to be uploaded as a single process rather than how is currently being done, one file at a time. Uploading one file at a time requires the user to constantly monitor the screen to confirm completion of one upload, then specify the next file. Much of this time could be used for other tasks if the upload of multiple files is being handled by the application in the background.

### **Objective 4:**

Develop a data management capability for users to identify multiple crossing records to be updated with the same data in a bulk processing mode. For example: Select all records whose DataField "X" is equal to "Value A (or Null)" and set DataField "X" to value = "0 (zero)." This same functionality should support loading the initial, default value for new data fields added to RSSIMS record types.

---

## **7. Proposed Solutions**

The proposed solution for RSSIMS is to develop a custom 3-tier software system that is cloud-based. The system will consist of a User Interface tier, an Application Logic tier, and a Database tier residing on a Government Cloud environment. This system will satisfy all business and technical requirements through technology mostly supported by an external vendor. Some tasks such as basic configuration, report development, and user management will be supported by CPUC staff. Infrastructure, disaster recovery, software updates, detailed configuration/customization and advanced help desk support will be managed by the system vendor.



<b>8. Major Milestones</b>		<b>Estimated Completion Date</b>
Project Start		10/1/2021
Project Initiation		12/17/2021
Project Planning & Analysis		2/29/2024
System Design		6/7/2024
System Test Scripts		5/20/2024
Development for RSSIMS Integration		8/29/2024
Legacy Data Migration		8/9/2024
Testing		8/1/2024
Deployment		10/25/2024
Technical Knowledge Transfer		6/25/2025
Post Implementation Review		12/6/2024
CPUC Staff Training		10/10/2024
User Manuals		8/14/2024
Warranty		10/28/2025
System Maintenance & Operations Support		10/28/2025
Organization Change Management		1/17/2025
Change Request #3 (ArcGIS Mapping Solution)		8/30/2024
<b>Key Deliverables</b>		<b>Estimated Completion Date</b>
Baseline Report		12/17/2021
Project Schedule		5/3/2023
Work Breakdown Structure		12/15/2021
Implementation/Deployment Plan		6/1/2023
Test Plan		6/2/2023
Training Plan		9/19/2023
Knowledge Transfer Plan		9/21/2023
Data Migration & Specification Plan		3/10/2023
Service Level Management Plan		8/30/2024
Maintenance & Operations Plan		8/14/2024



Disaster Recovery Plan	7/2/2024
Configuration Management & Version Control	8/31/2022
Test Scripts	5/20/2024
Sprint 1	9/30/2022
Sprint 2	10/31/2022
Sprint 3	12/1/2022
Sprint 4	1/6/2023
Sprint 5	2/8/2023
Sprint 6	3/22/2023
Sprint 7 Prep	6/1/2023
Sprint 7	7/7/2023
Sprint 8 Prep	6/29/2023
Sprint 8	8/4/2023
Sprint 9 Prep	7/27/2023
Sprint 9	9/4/2023
Sprint 10 & 11 Prep	11/29/2023
Sprint 10	10/2/2023
Sprint 11	11/28/2023
Administrative Hands-On Training	6/7/2024
Migrate Data	8/9/2024
System Test Validation	11/24/2023
User Acceptance Testing	8/14/2024
Transition Plan	1/4/2024
Release Plan	6/27/2023
Go Live	8/29/2024
Release 2	9/26/2024
Release 3	10/28/2024
Application Training	10/10/2024
User Manuals	8/9/2024

## 1.2 Section B: Project Contacts

<b>Project #</b>	8660-073
<b>Doc Type</b>	SPR

### Executive Contacts

	First Name	Last Name	Area Code	Phone #	Ext.	Area Code	Fax #	E-mail
<b>Executive Director</b>	Rachel	Peterson	415	757-7844		415	703-1758	rachel.peterson@cpuc.ca.gov
<b>Budget Officer</b>	Harsh	Thakar	916	894-5629		916	894-5629	harsh.thakar@cpuc.ca.gov
<b>CIO</b>	Ryan	Dulin	916	894-5726				ryan.dulin@cpuc.ca.gov
<b>CTO</b>	TBD							
<b>Project Executive</b>	S. Pat	Tsen	415	703-1216				s.pat.tsen@cpuc.ca.gov
<b>Project Director</b>	Roger	Clugston	213	308-7698				roger.clugston@cpuc.ca.gov
<b>Project Sponsor</b>	Anton	Garabetian	213	576-5778				antranig.garabetian@cpuc.ca.gov
<b>Project Sponsor</b>	Daren	Gilbert	916	928-6858				daren.gilbert@cpuc.ca.gov
<b>Project Sponsor</b>	Robert	Grimes	951	870-1565				robert.grimes@cpuc.ca.gov



## Direct Contacts

	First Name	Last Name	Area Code	Phone #	Ext.	Area Code	Fax #	E-mail
Document prepared by	Dennis	Hong	415	703-1724				dennis.hong@cpuc.ca.gov
Primary contact	Dennis	Hong	415	703-1724				dennis.hong@cpuc.ca.gov
Project Manager	Dennis	Hong	415	703-1724				dennis.hong@cpuc.ca.gov
Project Manager	Bree	Arnett	415	218-0743				bree.arnett@cpuc.ca.gov



### 1.3 Section C: Project Relevance To State And/Or Departmental Plans

Project #	8660-073
Doc Type	SPR

1. What is the date of your current Technology Recovery Plan (TRP)? Date 1/2020
2. What is the date of your current Agency Information Management Strategy (AIMS)? Date
3. For the proposed project, provide the page reference in your current AIMS and/or strategic business plan. Doc. N/A Page # N/A
4. Is the project reportable to control agencies?  
☒ Yes ☐ No

If YES, CHECK all that apply:

<input type="checkbox"/>	a) The project involves a budget action.
<input type="checkbox"/>	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.
<input checked="" type="checkbox"/>	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).
<input type="checkbox"/>	d) The project meets a condition previously imposed by the Department of Technology.



## 1.4 Section D: Budget Information

Project #	8660-073
Doc Type	SPR

Budget Augmentation Required?

☒ No

☐ Yes

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


### Project Costs

1.	Fiscal Year	2021/22	2022/23	2023/24	2024/25	TOTAL
2.	One-Time Cost	\$1,262,397	\$1,694,698	\$2,902,530	\$3,041,423	\$ 8,901,049
3.	Continuing Costs	\$0	\$0	\$0	\$0	\$ 0
4.	TOTAL PROJECT BUDGET	\$ 1,262,397	\$ 1,694,698	\$ 2,902,530	\$ 3,041,423	\$ 8,901,049

### Project Financial Benefits

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

### Project Variance From PAL SPR2 to SPR3

		Original	New Estimate	Variance
1.	Cost	\$11,028,141	\$12,919,020	+\$1,890,879
2.	Schedule	38 Months	47 Months	+9 months



## 1.5 Section E: Vendor Project Budget

Project #	8660-073
Doc Type	SPR

Vendor Cost for SPR Development (if applicable)	\$0
Vendor Name	Trinity Technology Group

### Vendor Project Budget

1.	Fiscal Year	2021/22	2022/23	2023/24	2024/25	TOTAL
2.	Primary Vendor Budget	\$208,387	\$333,419	\$375,096	\$1,963,531	\$2,880,433
3.	Independent Oversight Budget	\$29,400	\$73,500	\$162,822	\$60,000	\$325,722
4.	State Technology Procurement Division (STPD)	\$0	\$0	\$1,040	\$1,200	\$2,240
5.	IV&V Budget (1 <sup>st</sup> Contract)	\$38,700	\$3,600	\$141,750	\$0	\$184,050
6.	IV&V Budget (2 <sup>nd</sup> Contract)	\$0	\$0	\$0	\$57,750	\$57,750
7.	Vendor Project Manager	\$155,480	\$179,469	\$150,811	\$0	\$485,760
8.	Amendment for ArcGIS	\$0	\$0	\$0	\$225,750	\$225,750
9.	TOTAL VENDOR BUDGET	\$438,407	\$572,439	\$842,628	\$2,308,231	\$3,833,743

### Primary Vendor History Specific to this Project

10.	Primary Vendor	Trinity Technology Group
11.	Contract Start Date	9/1/2021
12.	Contract End Date (projected)	9/15/2025
13.	Amount	\$ 3,222,932.60

### Primary Vendor Contacts

	Vendor	First Name	Last Name	Area Code	Phone #	Ext.	Area Code	Fax #	E-mail
11.	Trinity Technology Group	Randall	Duart						rduart@trinitytg.com



## 1.6 Section F: Risk Assessment Information

Project #	8660-073
Doc Type	SPR

### RISK ASSESSMENT

Has a Risk Management Plan been developed for this project?

☒ Yes ☐ No

#### General Comment(s)

Preliminary risks for this project have been identified, captured, and discussed. The highest priority risks will be escalated as needed for resolution. The Preliminary Risk Management Plan is located on the project's SharePoint site. An updated Risk Register is attached. The Risk Management Plan will be updated on an ongoing basis. The project is using a risk process as documented in the approved Risk Management Plan. Those risks are identified, reviewed weekly, mitigated, and escalated as needed as described in the project Risk Management Plan.



## 2 Project Background

The California Public Utilities Commission (CPUC) regulates services and utilities, protects consumers, safeguards the environment, and assures Californians' access to safe and reliable utility infrastructure and services. The essential services regulated include electric, natural gas, telecommunications, water, railroad, rail transit, and passenger transportation companies.

Oversight of the railroad and rail transit systems falls under the Rail Safety Division (RSD). It consists of three branches: Rail Transit Safety Branch, Rail Crossings and Engineering Branch, and Railroad Operations Safety Branch. Each of the Branches has developed numerous business processes to meet the oversight needs. The data and workflows which stem from the business processes are currently stored in a database system which was developed and implemented in 2012.

The current database is reaching the end of its life and cannot be modified to support the changing business process needs. The most significant change is the addition of bulk processing features where RSD staff can update data on multiple records within a record type, create multiple new records in a batch process, run formulas across multiple records in a single action, or upload multiple attachments in one process step. This has been identified in order to significantly reduce the time spent on data entry and processing in the database. Improvements to the user interface and workflow will also make the system more user friendly and enhance staff productivity.

CPUC seeks a completely new system, built to modern industry standards that is reliable, efficient and meets our business needs. The new system needs to replicate and enhance on the functions of the current system to continue RSD's important safety work.



## 3 Project Schedule Change

### 3.1 Reasoning For Change

The adjustments to the project schedule are necessary to accommodate for several factors:

1. Repeated changes to the methodology and processes of the implementation scope by the implementation vendor led to significant delays and disagreements among project stakeholders.
2. implementation vendor missed deliverable deadlines.
3. Development within a black box without communication to stakeholders resulted in disagreement on expected scope.
4. Change in vendor project manager and the difficulty of the vendor finding a replacement resulted in delays in planning and unorganized work.
5. Due to poor deliverable, UAT was extended multiple times.

There is no current work around. Adjusting the project schedule start dates is necessary for project coordination and reporting.

The following table shows the SPR2 approved dates.

Table 1

Task Name	Start	Finish
<b>▲ RSSIMS Implementation</b>	<b>Fri 10/1/21</b>	<b>Tue 2/11/25</b>
<b>▲ RSSIMS Project Work</b>	Fri 10/1/21	Tue 2/11/25
<b>▲ RSSIMS Project Initiation</b>	Fri 10/1/21	Fri 12/17/21
▷ 1 - Baseline Report	Fri 10/1/21	Fri 12/17/21
<b>▲ RSSIMS Project Planning and Analysis</b>	Fri 10/1/21	Thu 2/29/24
▷ 2 - Project Management	Fri 10/1/21	Thu 2/29/24
<b>▲ RSSIMS System Design</b>	Fri 10/1/21	Fri 12/22/23
▷ 3 - System Design	Fri 10/1/21	Fri 12/8/23
▷ 4 - System Test Scripts	Mon 4/4/22	Fri 12/22/23
<b>▲ RSSIMS System Development</b>	Thu 5/19/22	Tue 9/24/24
▷ 5 - Development for RSSIMS Integration	Thu 5/19/22	Wed 2/14/24
▷ 6 - RSSIMS Legacy Data Migration	Mon 8/1/22	Mon 1/15/24
▷ 7 - Testing	Thu 9/7/23	Fri 1/5/24
▷ 8 - Deployment	Tue 11/1/22	Tue 9/24/24
▷ 9 - Post Implementation Review	Mon 1/22/24	Wed 3/6/24
<b>▲ RSSIMS Training, Maintenance and Operations Support</b>	Fri 3/10/23	Tue 2/11/25
▷ 10 - CPUC Staff Training	Fri 3/10/23	Fri 12/1/23
▷ 11 - User Manuals	Fri 9/22/23	Mon 1/15/24
▷ 12 - Warranty	Mon 12/4/23	Tue 2/11/25
▷ 13 - System Maintenance and Operations Support	Mon 12/4/23	Tue 2/11/25
▷ 14 - Documentation Ad Hoc Updates	Thu 5/12/22	Tue 2/13/24
<b>▲ A-Organizational Change Management</b>	Tue 11/23/21	Tue 3/19/24
▷ OCM Kickoff Activities	Tue 11/23/21	Tue 2/8/22
▷ OCM Assessment Activities	Tue 11/23/21	Wed 3/13/24
▷ OCM Communication Activities	Wed 2/9/22	Tue 2/27/24
▷ OCM Workshops	Mon 9/18/23	Fri 3/8/24
▷ OCM Testing Activities	Mon 9/25/23	Fri 12/15/23
▷ OCM Training Activities	Mon 12/18/23	Fri 2/2/24
▷ OCM Go Live Activities	Mon 1/8/24	Mon 1/22/24
▷ OCM Reinforcement Activities	Tue 1/16/24	Tue 3/19/24
▷ 15 - Change Request #3 - GIS	Fri 6/30/23	Thu 5/2/24
<b>▲ Special Project Report #2 (SPR2)</b>	Tue 9/12/23	Mon 10/30/23



The second table shows the new proposed dates.

Table 2

Task Name	% Work	% Complete	Duration	Baseline2 Start	Baseline2 Finish	Baseline3 Start	Baseline3 Finish	Actual Start	Actual Finish
▲ RSSIMS Implementation	100%	87%	1345 days	Fri 10/1/21	Tue 2/11/25	NA	Tue 10/28/25	Fri 10/1/21	NA
▲ RSSIMS Project Work	100%	85%	991 days?	Fri 10/1/21	Tue 2/11/25	NA	NA	Fri 10/1/21	NA
▲ RSSIMS Project Initiation	100%	100%	53 days	Fri 10/1/21	Fri 12/17/21	NA	NA	Fri 10/1/21	Fri 12/17/21
▷ 1 - Baseline Report	100%	100%	53 days	NA	NA	NA	NA	Fri 10/1/21	Fri 12/17/21
▲ RSSIMS Project Planning and Analysis	0%	96%	740 days	Fri 10/1/21	Thu 2/29/24	NA	NA	Fri 10/1/21	NA
▷ 2 - Project Management	0%	96%	740 days	Fri 10/1/21	Thu 2/29/24	NA	NA	Fri 10/1/21	NA
▲ RSSIMS System Design	100%	99%	738 days	Fri 10/1/21	Fri 12/22/23	NA	NA	Fri 10/1/21	NA
▷ 3 - System Design	100%	100%	679 days	Fri 10/1/21	Fri 12/8/23	NA	NA	Fri 10/1/21	Fri 6/7/24
▷ 4 - System Test Scripts	0%	99%	615 days	Fri 10/1/21	Fri 12/22/23	NA	NA	Mon 4/4/22	NA
▲ RSSIMS System Development	0%	73%	891 days?	Fri 10/1/21	Tue 9/24/24	NA	NA	Fri 10/1/21	NA
▷ 5 - Development for RSSIMS Integration	0%	66%	583 days?	Fri 10/1/21	Wed 2/14/24	NA	NA	Thu 5/19/22	NA
▷ 6 - RSSIMS Legacy Data Migration	100%	100%	532.5 day	Mon 8/1/22	Mon 1/15/24	NA	NA	Mon 8/1/22	Thu 8/29/24
▷ 7 - Testing	100%	100%	244 days	Thu 9/7/23	Fri 1/5/24	NA	NA	Thu 9/7/23	Tue 8/13/24
▷ 8 - Deployment	0%	70%	891 days	Tue 11/1/22	Tue 9/24/24	NA	NA	Fri 10/1/21	NA
▷ 9 - Post Implementation Review	0%	0%	757 days	Mon 1/22/24	Wed 3/6/24	Wed 8/21/24	Fri 12/6/24	NA	NA
▲ RSSIMS Training, Maintenance and Operations Support	0%	54%	991 days	Fri 3/10/23	Tue 2/11/25	NA	NA	Fri 10/1/21	NA
▷ 10 - CPUC Staff Training	0%	98%	338 days	Fri 3/10/23	Thu 11/23/23	NA	NA	Fri 3/10/23	NA
▷ 11 - User Manuals	0%	81%	727 days	Tue 10/3/23	Fri 2/23/24	NA	NA	Fri 10/1/21	NA
▷ 12 - Warranty	0%	2%	314 days	Mon 12/4/23	Tue 2/11/25	NA	NA	Thu 6/6/24	NA
▷ 13 - System Maintenance and Operations Support	0%	24%	360 days	Mon 12/4/23	Tue 2/11/25	Wed 4/3/24	Tue 10/28/25	Wed 4/3/24	NA
▷ 14 - Documentation Ad Hoc Updates	0%	90%	581 days	Thu 5/12/22	Tue 2/13/24	NA	NA	Thu 5/12/22	NA
▲ A-Organizational Change Management	0%	94%	1345 days	Tue 11/23/21	Tue 3/19/24	NA	NA	Fri 10/1/21	NA
▷ OCM Kickoff Activities	100%	100%	50 days	Tue 11/23/21	Tue 2/8/22	NA	NA	Tue 11/23/21	Tue 2/8/22
▷ OCM Assessment Activities	0%	98%	1309 days	Tue 11/23/21	Wed 3/13/24	NA	NA	Tue 11/23/21	NA
▷ OCM Communication Activities	0%	92%	520 days	Wed 2/9/22	Tue 2/27/24	NA	NA	Wed 2/9/22	NA
▷ OCM Workshops	100%	100%	195 days	Mon 9/18/23	Fri 3/8/24	NA	NA	Mon 9/18/23	Fri 6/14/24
▷ OCM Testing Activities	100%	100%	153 days	Mon 9/25/23	Fri 12/15/23	NA	NA	Thu 10/19/23	Mon 5/20/24
▷ OCM Training Activities	0%	68%	687 days	Thu 11/30/23	Fri 2/2/24	NA	NA	Fri 10/1/21	NA
▷ OCM Go Live Activities	0%	69%	48 days	Mon 1/8/24	Mon 1/22/24	NA	NA	Mon 7/1/24	NA
▷ OCM Reinforcement Activities	0%	0%	45 days	Tue 1/16/24	Tue 3/19/24	NA	NA	NA	NA
▷ 15 - Change Request #3 - GIS	0%	96%	257 days	Fri 6/30/23	Thu 5/2/24	NA	NA	Fri 6/30/23	NA
▷ Special Project Report #2 (SPR2)	100%	100%	43 days	Tue 9/12/23	Thu 11/9/23	NA	NA	Tue 9/12/23	Thu 11/9/23
▷ Special Project Report #3 (SPR3)	0%	23%	50 days	NA	NA	NA	NA	Wed 3/6/24	NA
▷ Change Requests	100%	100%	310 days	NA	NA	NA	NA	Fri 6/23/23	Thu 8/29/24



### 3.2 Potential Impact\*

	Approved SPR2	Proposed SPR3	Variances
<b>Planning Cost (One-Time)</b>	<b>\$2,708,404</b>	<b>\$3,006,732</b>	11.0%
<b>Project Cost (One-Time)</b>	<b>\$7,273,465</b>	<b>\$8,784,013</b>	20.8%
Staff (Salaries & Benefits)	\$4,356,908	\$5,535,912	27.0%
Staff OE&E Rollup	\$382,500	\$498,000	30.2%
Consulting (Interdepartmental)	\$195,102	\$422,574	116.6%
Consulting (External)	\$4,329,988	\$4,555,288	0.5%
Data Centers	\$513,371	\$630,407	22.8%
Information Technology	\$51,000	\$66,400	30.2%
<b>Future Operations IT Staff &amp; OE&amp;E</b>	<b>\$747,944</b>	<b>\$1,011,239</b>	35.2%
Staff (Salaries & Benefits)	\$99,855	\$100,170	0.1%
Staff OE&E Rollup	\$18,000	\$18,000	0.0%
Consulting (Interdepartmental)	\$0	\$0	0.0%
Consulting (External)	\$366,786	\$366,786	0.0%
Data Centers	\$257,303	\$520,283	102.2%
Information Technology	\$3,600	\$3,600	0.0%

The potential cost impacts related to adjusting the schedule are:

1. Additional costs for hosting and storage. This is an estimated increase of \$117,036. As of August 2024, the total running cost is at \$200,442.
2. Additional staff time costs by CPUC of \$1,179,004.
3. Additional of the augmentation to ArcGIS of \$225,750.
4. Additional flat rate of \$12,340 per month cost imposed for CDT oversight, estimated increase of \$79,590.63. As of August 2024, the total running costs is at \$246,131.

Specific cost impacts are CPUC direct cost. There are no changes to the solution implementation vendor, IV&V vendor, and Project Manager vendor contract costs. This change extends the deployment date by 9 months with the new deployment date of the minimal viable product on 8/29/24. There are subsequent releases set for on 9/26/2024 and 10/28/2024. Estimated schedule impact is adding 9 months (going from 38 months to 47 months). Contract Amendment #4 adjusted the contract end date to September 16, 2025. The project team also understands that there will be increased risk of resource changes due to the extended project time. The mitigation is to have clear documentation so onboarding new resources can be expedited and to establish a resource contingency plan.

*\*Please see SPR FAW cell A24 for additional details.*



## 4 Financial Analysis Worksheet (FAW)

8660-073

RSSIMS Bulk Record Update

Summary Proposed Alternative 1 RSSIMS rebuild (include Bulk Record U	Average Current Operations Costs (Before Project) (A)		Project Costs (During Project)								Average Future Operations Costs (After Project) (B)		Change in Operations Costs (B-A)	
			FY	2021/22	FY	2022/23	FY	2023/24	FY	2024/25				
	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars
<b>Total Project Costs</b>														
Total Personal Services Expenditures	1.0	\$141,138	4.1	\$725,990	5.4	\$962,088	9.3	\$1,630,266	2.7	\$296,092	21.3	\$3,614,437	0.6	\$98,599
Total OE&E Expenditures		\$691,709		\$536,407		\$732,610		\$1,272,264		\$2,745,331		\$5,286,612		\$455,535
Total Local Assistance		\$0		\$0		\$0		\$0		\$0		\$0		\$0
<b>Total Costs</b>	<b>1.0</b>	<b>\$832,847</b>	<b>4.1</b>	<b>\$1,262,397</b>	<b>5.4</b>	<b>\$1,694,698</b>	<b>9.3</b>	<b>\$2,902,530</b>	<b>2.7</b>	<b>\$3,041,423</b>	<b>21.3</b>	<b>\$8,901,049</b>	<b>0.6</b>	<b>\$554,133</b>
<b>Annual Savings/Revenue Adjustments</b>														
Cost Savings											17.1	\$5,110,649	<b>TOTAL PROJECT COSTS (Planning + One-Time + Total Future Annual Costs)</b>	
Cost Avoidances/Increased Revenues											0.0	\$0		
Net Cost (+) or Benefit (-)												\$5,110,649	<b>Planning Costs</b>	
Cum. Net Cost (+) or Benefit (-)												\$5,110,649	<b>One-Time (Project) Costs</b>	
													<b>Total Fut. Ops. IT Staff &amp; OE&amp;E Costs</b>	
													<b>TOTAL:</b>	
<b>Annual Future Operations Costs (M&amp;O)</b>												<b>Annual Fut. Ops. Costs (M&amp;O):</b>		<b>\$615,808</b>
Simple Return on Investment - (Future Costs Compared to Current Costs)												26.61% =% of Current Costs (Decreased)		

Attachment of the full FAW.



RSSIMS Financial  
Analysis Worksheet



## 5 Project Schedule

Task Name	% Work	% Complete	Duration	Baseline3 Start	Baseline3 Finish	Actual Start	Actual Finish	
▲ RSSIMS Implementation	100%	87%	1345 days	NA	Tue 10/28/25	Fri 10/1/21	NA	
▲ RSSIMS Project Work	100%	85%	991 days?	NA	NA	Fri 10/1/21	NA	
▲ RSSIMS Project Initiation	100%	100%	53 days	NA	NA	Fri 10/1/21	Fri 12/17/21	
▶ 1 - Baseline Report	100%	100%	53 days	NA	NA	Fri 10/1/21	Fri 12/17/21	
▲ RSSIMS Project Planning and Analysis	0%	96%	740 days	NA	NA	Fri 10/1/21	NA	
▶ 2 - Project Management	0%	96%	740 days	NA	NA	Fri 10/1/21	NA	
▲ RSSIMS System Design	100%	99%	738 days	NA	NA	Fri 10/1/21	NA	
▶ 3 - System Design	100%	100%	679 days	NA	NA	Fri 10/1/21	Fri 6/7/24	
▶ 4 - System Test Scripts	0%	99%	615 days	NA	NA	Mon 4/4/22	NA	
▲ RSSIMS System Development	0%	73%	891 days?	NA	NA	Fri 10/1/21	NA	
▶ 5 - Development for RSSIMS Integration	0%	66%	583 days?	NA	NA	Thu 5/19/22	NA	
▶ 6 - RSSIMS Legacy Data Migration	100%	100%	532.5 days	NA	NA	Mon 8/1/22	Thu 8/29/24	
▶ 7 - Testing	100%	100%	244 days	NA	NA	Thu 9/7/23	Tue 8/13/24	
▶ 8 - Deployment	0%	70%	891 days	NA	NA	Fri 10/1/21	NA	
▶ 9 - Post Implementation Review	0%	0%	757 days	Wed 8/21/24	Fri 12/6/24	NA	NA	
▲ RSSIMS Training, Maintenance and Operations Support	0%	54%	991 days	NA	NA	Fri 10/1/21	NA	
▶ 10 - CPUC Staff Training	0%	98%	338 days	NA	NA	Fri 3/10/23	NA	
▶ 11 - User Manuals	0%	81%	727 days	NA	NA	Fri 10/1/21	NA	
▶ 12 - Warranty	0%	2%	314 days	NA	NA	Thu 6/6/24	NA	
▶ 13 - System Maintenance and Operations Support	0%	24%	360 days	Wed 4/3/24	Tue 10/28/25	Wed 4/3/24	NA	
▶ 14 - Documentation Ad Hoc Updates	0%	90%	581 days	NA	NA	Thu 5/12/22	NA	
▶ A-Organizational Change Management	0%	94%	1345 days	NA	NA	Fri 10/1/21	NA	
▶ 15 - Change Request #3 - GIS	0%	96%	257 days	NA	NA	Fri 6/30/23	NA	
▶ Special Project Report #2 (SPR2)	100%	100%	43 days	NA	NA	Tue 9/12/23	Thu 11/9/23	
▶ Special Project Report #3 (SPR3)	0%	29%	40 days	Wed 3/6/24	Mon 10/28/24	Wed 3/6/24	NA	
▶ Change Requests	100%	100%	310 days	NA	NA	Fri 6/23/23	Thu 8/29/24	

2022

H2

H1

H2

2023

H1

H2

2024

H1

H2

2025

H1

H2

2026

H1

H2

2027

H1

Attachment of the new full project schedule.



RSSIMS Project  
Schedule SPR3 Basel



## 6 Current Project Status

Overall Current Project Expenditures		
Expenditure	Planned	Actuals
Staff	\$3,834,454	\$2,298,807
Contractors	\$4,329,988	\$1,916,493
Licenses	\$436,656	\$201,236
Other	\$180,000	\$0



## 7 Last Project Report Status

Project Status (April 1 – June 30, 2024)						
Overall Status	% Complete	Scope	Schedule	Budget	Resources	Risk
	84%	On Plan <5%	Significant Variance >10%	On Plan <5%	On Plan <5%	On Plan 0 to 3
Comments	% Complete represents the overall status of the project based on <i>schedule baseline</i> . On Plan <5% represents 5% or less variance from the schedule baseline. Other possible values are Caution 5-10% and Significant Variance > 10%.					
Key Accomplishments/ Updates:	<p><b>Project Implementation</b></p> <ul style="list-style-type: none"><li>▪ The team worked primarily on development activities associated with the following items in the roadmap for the RSSIMS build: Bulk Attachment, Business Use Cases, Screen Updates, Reporting Infrastructure and Business Reports, Global Search enhancements, and General RSSIMS functionality.</li><li>▪ Additionally, development work occurred on backend cleanup and refinements to the application.</li><li>▪ Continue ArcGIS buildout.</li><li>▪ Completed Data Migration validation.</li><li>▪ Completed Knowledge Transfer.</li></ul> <p><b>Project Management</b></p> <ul style="list-style-type: none"><li>▪ Completed Transition plan and Disaster Recovery plan.</li><li>▪ Completed DEDs 11, 12, 13, and 15.</li><li>▪ Schedule continues to be fine-tuned based on new information. New targeted Go-Live date was 7/18/24. Due to conflicts with the Performance Testing, Go-Live has been postponed until a resolution for performance on Reports meeting SLAs is found.</li><li>▪ Weekly project management status meetings are conducted every Monday with updates from the various areas.</li><li>▪ Weekly work sessions are conducted to review the project schedule and update percent complete and review/revise tasks based on current project state.</li><li>▪ CPUC has a SharePoint site for SMEs to use for internal review of Reports.</li><li>▪ Items in the Risk, Action Items, Issues, and Decision (RAID) log are discussed in weekly status meetings. Change Requests are also discussed during this meeting.</li><li>▪ Several risks and issues closed as resolved.</li><li>▪ Completed solicitation and onboarded new IV&amp;V contractor.</li></ul> <p><b>Business Design</b></p> <ul style="list-style-type: none"><li>▪ Completed User Manuals.</li><li>▪ Completed architectural topology diagram.</li></ul>					



## 8 Special Project Report Transmittal

<b>Information Technology Project Request</b>			
<b>Special Project Report Executive Approval Transmittal</b>			
Agency/state entity Name			
California Public Utilities Commission			
Project Title (maximum of 75 characters)			Project Acronym
RSSIMS Bulk Update Project			RSSIMS
Project ID	Approval Date	State entity Priority	Agency Priority
8660-073		N/A	N/A
<p>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.</p> <p>I certify:</p> <ul style="list-style-type: none"><li>• 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).</li><li>• 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).</li><li>• The document(s) being submitted are accessible to persons with disabilities based on the requirements specified in Section 508 of the federal Rehabilitation Act of 1973, as amended, the Government Code section 11135, and the Web Content Accessibility Guidelines (WCAG 2.0).</li></ul> <p>I have reviewed and agree with the information in the attached Special Project Report.</p>			



APPROVAL SIGNATURES		
IT Project Management Office, Manager		Date Signed
<i>geoffrey mack</i>		9/23/2024
Printed name:	Geoffrey Mack	
IT Procurement & Project Management Section, Division Chief		Date Signed
<i>Tracy Barbosa</i>		9/25/2024
Printed name:	Tracy Barbosa	
Budget Manager		Date Signed
<i>Harsh Thakar</i>		10.2.2024
Printed name:	Harsh Thakar	
Rail Safety Division, Director		Date Signed
<i>Roger Clugston</i>		9/26/2024
Printed name:	Roger Clugston	
Deputy Executive Director, Rail Safety		Date Signed
<i>S. Pat Tsen</i>		9/26/24
Printed name:	S. Pat Tsen	
Chief Information Officer		Date Signed
<i>Ryan O. Dulin</i>		10/2/2024
Printed name:	Ryan Dulin (Acting CIO)	
Deputy Executive Director, Internal Operations		Date Signed
<i>Ryan O. Dulin</i>		10/2/2024
Printed name:	Ryan Dulin	
Executive Director		Date Signed
<i>Rachel Peterson</i>		10/9/2024
Printed name:	Rachel Peterson	



## Executive Approval Transmittal IT Accessibility Certification

Yes or No

Yes	<input type="checkbox"/>	The Proposed Project Meets Government Code 7405 / Section 508 Requirements and no exceptions apply.
-----	--------------------------	---

### Exceptions Not Requiring Alternative Means of Access

Yes or No	Accessibility Exception Justification
No	<input type="checkbox"/> The IT project meets the definition of a national security system.
No	<input type="checkbox"/> 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.")
No	<input type="checkbox"/> 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	<input type="checkbox"/> 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.
No	<input type="checkbox"/> No commercial or solution is available to meet the requirements for the IT project (does not require a fundamental alteration) or provides for accessibility. 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.