SC CMS Project - High Level Plan

◆ = Milestone

(Last Revised: February 16, 2012)

PHASE/ACTIVITIES/TASKS	START DATE	END DATE
Project Start and JISC Project Approval ◆	**Sept 2011**	
Proviso Requirement Met ◆	**Dec 2011**	
Contract Negotiation Expertise	Feb 2012	Feb 2012
PHASE I – SYSTEM ACQUISITION		
Develop Procurement Plan	Sept 2011	Feb 2012
Develop Functional Requirements	Oct 2011	Oct 2011
Conduct Functional Requirement Sessions	Oct 2011	Dec 2011
Review Functional Requirements by Association	Dec 2011	Dec 2011
Approval of Business Requirements by Association ◆	**Dec 2011**	
CONTRACT QUALITY ASSURANCE PROFESSIONAL (QAP) EXPERTISE		
Develop Request for Qualifications and Quotations (RFQQ)	Jan 2012	Jan 2012
Publish RFQQ	Jan 2012	Jan 2012
Conduct Interviews	Feb 2012	Feb 2012
Select QAP	Feb 2012	Feb 2012
Execute Contract ◆	**Mar 2012**	
REQUEST FOR PROPOSAL (RFP) PROCESS		
Pre-Release Vendor Conference	Mar 2012	Mar 2012
Develop RFP	Sept 2011	Mar 2012
Publish RFP	Apr 2012	Apr 2012
Pre-Proposal Vendor Conference	May 2012	May 2012
Amendments to RFP	Jun 2012	Jun 2012
Vendor Proposals Due	Jul 2012	Jul 2012
Review Written Proposals	Jul 2012	Jul 2012
Notify Vendors of Demonstrations	Aug 2012	Aug 2012
Conduct Demonstrations	Sept 2012	Sept 2012
Conduct On-Site Evaluations	Sept 2012	Sept 2012
Present Results to Steering Committee	October 9, 2012	
Steering Committee Makes Recommendations to JISC	October 26, 2012	

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JISC Decision Point ◆	**October 26, 2012**	
Apparently Successful Vendor Award ◆	**October 26, 2012**	
Conduct Contracts Negotiation	Nov 2012	Dec 2012
PHASE II – CONFIGURATION AND VALIDATION		
Planning and Design	Dec 2012	Apr 2013
Configuration and Customization	Mar 2013	Feb 2014
Conduct System and User Acceptance Testing	Jan 2014	Nov 2014
System Acceptance ◆	**Nov 2014**	
PHASE III – LOCAL IMPLEMENTATION PREPARATION		
Conduct Readiness Assessment	Mar 2013	Dec 2017
Provide Training to the Court and Court Community		
Redesign Court Business and Court Community Business Processes		
Revise Court and Court Community IT Budgets		
Plan Local Court Configuration		
Plan Local Court Data Configuration		
Plan Correspondence, Forms, and Reports		
Plan and Design Data Conversion		
Redesign Application Portfolio		
Design Interoperability		
Design Local Technical Infrastructure		
Compile Local Implementation Plans		
PHASE IV – PILOT IMPLEMENTATION		
Pilot Implementation	Nov 2014	May 2015
Pilot Implementation Completed ◆	**May 2015**	
PHASE V – STATEWIDE ROLLOUT		
King County	May 2015	Nov 2016
Small Courts	May 2015	May 2018
Large Courts	Jul 2015	May 2018