

Montana Fish, Wildlife & Parks
ALS Transition Timeline
Tasks by Month

EXHIBIT 4
DATE 02/09/05
HB 2

November 2004

- Establish ALS transition team
- Develop high level time line for ALS transition to in-house support
- Answer LFA questions
- Start developing detailed transition plan
- Start asking MCI for high level cost estimates to perform ongoing operational support

December 2004

- Finish developing detailed transition plan
- Develop summary of job duties for new positions (FTE)
- Gather high level cost estimates from MCI for ongoing operations support
- Develop high level budget information
- Start developing detailed cost analysis spreadsheet (contracted costs vs. in-house staffing)
- Review decision package presentation materials
- Make necessary modifications to decision package presentation materials
- Start developing RFP to cover data communications required for future ALS operations
 - Finish compiling current call volume and license provider statistics
 - Start compiling synchronization stats for data communications
- Hold strategic planning session assuming decision package is not 100% approved
- Document strategic planning meeting results
- Develop detailed transition plan assuming decision package is not approved

January 2005

- Finish developing detailed cost spreadsheet (contracted costs vs. in-house staffing)
- Compile and review decision package presentation materials
- Provide overview briefings on ALS decision package to FWP leadership
- Practice/Dry Run for decision package presentation
- Make modifications to decision package materials based on dry run
- Continue developing RFP to cover data communications required for future ALS operations
 - Finish compiling synchronization stats (call length, simultaneous connections, etc)
 - Compile engineering requirements, hardware needs, etc.
 - Develop technical requirements for data communications RFP
 - Start developing RFP for data communications

February 2005

- Finish making final modifications to the decision package
- Present ALS transition decision package to the Natural Resources and Commerce Joint Appropriations Subcommittee
- Revise/update ALS transition plan based on Finance Committee decision on ALS decision package
- Data Communications RFP Process
 - Complete the RFP
 - Release the RFP to the public
 - Form a review team
 - Develop scoring criteria

Montana Fish, Wildlife & Parks

ALS Transition Timeline

Tasks by Month

- Initiate coordination with MCI on development of transition plan
 - Modem Bank/Radius Server/T1 Lines
 - Helpdesk Transition/Toll Free Number
- Initiate coordination with MCI on development of transition plan
 - Hardware/DA Tasks

March 2005

- Receive and analyze RFP responses for data communications
- Complete coordination efforts with MCI on development of transition plan
 - Helpdesk Transition/Toll Free Number
- Start developing position descriptions for new staff

April 2005

- Complete coordination efforts with MCI on development of transition plan
 - Hardware/Data Analyst/Training
- Finish analyzing RFP responses for data communications
- Start the clarification process for the data communications RFP
- Finish developing position descriptions for new staff, agency approval
- MCI transition plan final delivery

May 2005

- Finish the clarification process for the data communications RFP
- Final review and score the RFP responses for data communications
- Receive/Analyze data communications RFP responses
- Contract award for data communications RFP
- Develop and post job announcements for new staff

June 2005

- Begin requirements discussions with vendor for data communications solution
- Staff and Facility Planning
 - Network Staff – Regions/HQ
 - ALS Development Staff– Steamboat Block
 - ALS Operations Staff – Steamboat Block
- Hire new staff

July 2005

- Finalize requirement discussions with vendor for data communications
- Start designing data communications infrastructure
- Knowledge transfer & training for new staff begins

August 2005

- Finalize and approve design for data communications infrastructure
- Start coordinating infrastructure setup

Montana Fish, Wildlife & Parks ALS Transition Timeline Tasks by Month

- Pilot Plan for Local Helpdesk
 - Staff Training
 - Select volunteer providers for pilot program
 - Start to install new toll free number for pilot program
 - Start developing and define distribution process for helpdesk plan
- Outreach Planning Process
 - New Helpdesk
 - New Hardware
- Knowledge transfer & training continues for new staff

September 2005

- Finish coordinating infrastructure setup
- Start testing data communications solution
- Pilot Plan for Local Helpdesk
 - Finish installation of new toll free number for pilot program
 - Finish developing and defining distribution process for helpdesk plan
 - Pilot process starts
- Knowledge transfer & training continues for new staff

October 2005 – January 2006

- Testing data communication solution
- Final approval for data communication solution
- Pilot Plan for Local Helpdesk
 - Helpdesk pilot implementation continues
 - Develop and issue survey to pilot providers
- Knowledge transfer & training continues for new staff

February 2006

- Pilot Plan for Local Helpdesk
 - Helpdesk pilot implementation ends
- Transition to FWP
 - New Helpdesk
 - Full system testing
 - MCI areas transferred to FWP
 - Transition recap and review
- Knowledge transfer & training continues for new staff

March 2006

- License year 2006 begins
- Transition complete