

**Legislative Finance Committee  
Supplemental Report**

Project Information	
Agency	Agriculture (MDA)
Project Title	Agricultural Licensing System
Current Date	November 27, 2017
Sponsor	Kimberly Mangold
Project Manager	Andy Gray
Overall Health	Yellow
Brief Description of Current Project Status	Three phases complete with multiple programs implemented. Currently re-evaluating requirements (re-gap) for Phase 4.0.
Major Milestones Completed	<p>The project has completed development and implementation of several phases, including functionality for:</p> <ul style="list-style-type: none"> <li>• Feed and Fertilizer program licensing, product registration, assessments, inspections, sampling with lab interface, enforcement and online application payments.</li> <li>• Seed program licensing, assessments, inspections, sampling, enforcement and online application payments.</li> <li>• Produce program licensing, assessments, inspections, enforcement and online application payments.</li> <li>• Commodity program licensing, financial status and bonding review, inspections, enforcement and online application payments.</li> <li>• Pesticide licensing, product registration, manuals and training purchasing, inspections, sampling with lab interface, enforcement and online application payments.</li> <li>• Apiary licensing, site registration with mapping, inspections, enforcement and online application payments.</li> <li>• General Invoicing</li> </ul>
Next Milestone(s)	<ul style="list-style-type: none"> <li>• Complete re-gap for Phase 4.0.</li> <li>• Amend original SOW to include changes in scope for Phase 4.0.</li> <li>• Development and implementation of Phase 4.0.</li> </ul>

List all issues, risks, scope changes, schedule changes, budget changes, etc.				
Title and Brief Description	Date Identified	Planned Resolution	Schedule Impact (Weeks)	Budget Impact (Amount)
<u>Scope Changes</u> Pesticide Manuals and Training Courses - allows online payments for study manuals and training courses by unlicensed persons	6/26/17	Completed 10/2/17	4	\$13,336
<u>Issues and Risks</u> Phase 4.0 - some risks exist that 4.0 re-gap and/or development will extend beyond a comfortable timeframe for program implementation	11/9/2017	Unknown until re-gap is complete; however, it is possible to roll out program in phases according to program needs (i.e., delay Handler and/or Online portions to prioritize the Producer portion which is needed sooner)	Click or tap here to enter text.	Click or tap here to enter text.

Click or tap here to enter text.	Click or tap to enter a date.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
----------------------------------	-------------------------------	----------------------------------	----------------------------------	----------------------------------

**Add additional comments**

The department has re-baselined this project as a result of:

- 1) The department had a new component requirement, not included in the original SOW, that we believed was necessary for full and efficient functionality of the Pesticide program. It was added to the original scope as 'Phase 3.75 – Pesticide Manuals and Training Courses' in late June 2017, after approval through SITSD and the CIO. Phase 3.75 was developed and implemented according to the amended SOW in regard to schedule and pricing, with a successful go-live of October 2, 2017. The numbers submitted with this report reflect the additional costs of Phase 3.75 (\$13,336 for internal and external costs).
- 2) The department also realized some gaps in the original SOW for 'Phase 4.0 – Organic Backoffice and Online' and thought it prudent to conduct a re-gap of Phase 4.0. The Phase 4.0 re-gap continues and Phase 4.0 development has not yet begun. Until the re-gap is completed, the exact schedule and cost variants are unknown. As such, the schedule for implementation of Phase 4.0 will be delayed and the cost will be modified proportionate to the services received. Thus, the Scope and Risk indicators have been updated to Yellow. However, the department adjusted the schedule knowingly and still expects to have a fully functional, and more complete, Phase 4.0 within a workable time frame. The revised scope, schedule and pricing amendment for Phase 4.0 will be formally submitted to SITSD when the re-gap is complete.