

# Project Closeout Report

**Project Name:** SSAS 09 Upgrade

**Agency:** ND State Seed Department

**Business Unit/Program Area:** 616

**Project Sponsor:** Ken Bertsch

**Project Manager:** Kris Steussy

Objectives		
Project Objectives	Measurements	
	Met/ Not Met	Description
Cost effective technical solution to carry out daily business processes.	Met	Successful replacement and enhancements were completed by December 31, 2012 and total costs did not exceed budget.
Ability to perform updates and enhancements without dependence on the existing vendor.	Met	Replacing unsupported proprietary tools from the former development with Microsoft.net programming has provided us flexibility in future development.
Improved and increased reporting capabilities and speed of operations.	Met	Upgraded Microsoft.net programming allows great flexibility in data collection and export to other Microsoft programs for additional analysis. Speeds of operations and efficiency have been greatly improved.

Schedule Objectives					
Met/ Not Met	Original Baseline Schedule (in Months)	Final Baseline Schedule (in Months)	Actual Schedule (in Months)	Variance to Original Baseline	Variance to Final Baseline
Met	37	37	37	0	0

Budget Objectives					
Met/ Not Met	Original Baseline Budget	Final Baseline Budget	Actual Costs	Variance to Original Baseline	Variance to Final Baseline
Met	350,000	358,000	362,340	3.5%	1.2%

Major Scope Changes
The scope of the project was changed in January 2010 to provide for a change in Administrative Rules requiring variety identification testing of all certified wheat, barley and field pea samples. The ND State Seed Commission approved of the change and provided additional budget authority of \$8,000. Final cost for the change was \$7,260. The change didn't have any effect on schedule

Lessons Learned

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1. It is important to plan for changes. Going in to this project, we provided both Risk and Management Contingency budget and time. As the project progressed, there were a number of changes and enhancements that created significant efficiencies and provided greater data control, which we were able to implement.
2. Providing adequate time for testing and training was critical. With our seasonal operations, it was important to schedule updates in phases that would fit with our business seasons.
3. Participation from all management and users in the entire process beginning with requirements validation through testing, training and implementation was imperative

## Success Stories

The project was completed on time and within budget limits.

Some of the most important successes have come from improvements in meeting needs of our customers and various industry groups. The new development provides stability in our ability to e-mail inspection and testing results to our customers, as well as providing them with secure on-line data. We recently demonstrated our software during an inspection by Federal USDA Potato Inspectors and were told we had the best system in the nation. That comment was repeated at national potato conferences and meetings.

Our staff has gained much efficiency and we added a number fail-safes in areas that ensure compliance with State and Federal seed laws, providing protection to the Department and reducing staff training time.

The ability to extract and manipulate data for ad-hoc reporting to various stake-holders and industry groups has been impressive. Previously, we didn't have as much flexibility in extracting the wealth of the data we stored.

Since final completion of the project, the Department has had interest expressed in our project by similar agencies in other states, which speaks to the quality of the project.