Design Software Configuration and Development Roadmap

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Roadmap

The roadmap is structured by six phases of implementation:

- Discovery (Sept 2021)
- Planning (Oct 2021)
- Development (Nov-Dec 2021)
- Testing (Jan-Feb 2022)
- Implementation (Feb-June 2022)
- Operations (July - Dec 2022)

Roadmap - Discovery

Discovery is performed to investigate and identify the intention, requirements, and other considerations that will need to be addressed in the content development process. Discovery is needed to capture information from three main areas.

Roadmap - Discovery

- Objective
  - “production-ready”
- Environment
  - organization’s operational structure
- Content
  - defined CADD and BIM standards

Discovery Phase Roadmap Considerations

- **Process Needs –** Agency documentation for CADD/BIM Standards, network architecture, current environment resource files, sample project, Kick-off meeting with major stakeholders.
- **Time Frame –** One Month
- **Actions and Deliverables** – Kick-off meeting, department/discipline discovery meetings; meeting notes; outstanding questions and future considerations for the agency

Roadmap - Planning

A determination needs to be made, consistent with the outcome of the Discovery phase, as to the department content that will be included in the configuration as well as the level to which the configuration will be developed.

Roadmap - Planning

- Stakeholders Identified
  - Involvement and availability defined
- Milestones set
- Deliverables defined and set

Planning Phase Roadmap Considerations

- **Process Needs** – Discovery Meeting Outputs/Decisions;
- **Time Frame** – Two weeks
- **Actions and Deliverables** – Initial planning meeting; final plan presentation meeting; project timeline/schedule; design software Configuration inclusion/deliverable listing; proposed changes to scope of work/contract (if required)

Roadmap - Development

The effort of this development process could vary widely based on the agency's level of "self-knowledge" as well as the determinations and decisions made in the discovery phase.

Roadmap - Development

- Content Management and Configuration
- Platform Content
- Civil Content
- Content Revisions

Development Phase Roadmap Considerations

- **Process Needs –** Outputs of previous phases; user availability for questions and clarification; testing feedback
- **Time Frame –** 2 Weeks (Content Management and Configuration)
  - 1 Month (Platform Content)
  - 2 Months (Civil Content)
  - 3 Weeks (Content Revisions)
- **Actions and Deliverables** – Phase Kick-Off meeting; design software Configuration Demonstration; Initial design software Configuration for testing/pilot project; revised “Final” design software configuration

Roadmap - Testing

Testing aims to address three aspects; operations, functionality and procedure.

Roadmap - Testing

- Operations
  - to confirm that the content management and configuration components are operational
- Functionality
  - verify not only functionality but adherence to the standards and criteria identified in Discovery
- Procedure
  - “Can the production users complete standards design tasks with acceptable results?”

Testing Phase Roadmap Considerations

- **Process Needs –** Completed design software Configuration; user identification and availability for operational and functional testing; pilot project identification; pilot project team identification and availability; pilot project kick-off; identification and implementation of support methodology;
- **Time Frame –** Two weeks; (Operational and Functional Testing & coordination)
  - Three months (Pilot Project Kick-Off, Support & Mentoring)
- **Actions and Deliverables –** Final pre-pilot testing of design software Configuration; Pilot project kick-off meeting; pilot project support and mentoring.

Roadmap - Implementation

Finally, the “end user” is brought into this process at this point likely requiring user communication, environment documentation, support and user training.

Roadmap - Implementation

- System Deployment
  - enterprise and/or user level
  - consultants
- System upgrades

Implementation Phase Roadmap Considerations

- **Process Needs –** Training location; identification of users; training manuals and online videos; LMS; computers with licensed software
- **Time Frame –** TBD
- **Actions and Deliverables –** Onsite and OnDemand training

Roadmap - Operations

For design software configurations that are developed to use in production, there are significant considerations that need to be addressed for long term success of the development effort, three key areas would include: Policy, Support, Advancement

Roadmap - Operations

- Policy
  - project development mandates to use the design software configuration
- Support
  - Existing support process will need to be expanded or modified
- Advancement
  - configuration will likely require refinement and adjustment as there is more experience in its use

Operations Phase Roadmap Considerations

- **Process Needs –** On going policy, support, and advancement
- **Time Frame –** 2 years
- **Actions and Deliverables –** Daily support, as needed training, as needed mentoring, advancement

Thank you!

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