



August 19, 2010 | DRAFT-**Re-statement of Scope, Work Plan & Deliverables**

The State of Oklahoma Clarification on Data Collection, Project Plan and Network Analysis

Submitted By:

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A. BDNA - Data Collection

Capgemini will leverage use the BDNA Data Collection tool to automate the collection of IT assets for the following 18 In-Scope agencies as defined by the State of Oklahoma

We believe it is important that we clarify the agencies that are considered to be in-scope for the automated data collection process using the BDNA Discover collection tool. This list of Oklahoma state agencies that includes the respective IT budgets associated with each agency, ITC headcount supporting each agency and the total headcount within each agency was provided to Capgemini by the State of Oklahoma, Office of the CIO. This list of agencies is also reflected in the BDNA section of our project plan below. This provides a draft plan of the scheduling of the data collection and scanning activities for each agency.

	Agency	2011 Budget	2011 Headcount	Agency Headcount
1	DHS	72.4	358	7809
2	OESC	71.8	63	829
3	OSF	36.3	138	180
4	Oklahoma Tac Comm	28.5	130	760
5	Dept of Transpotation	27	64	2357
6	Corrections	15.6	43	4229
7	Health	15.2	67	2127
8	DPS	12.6		1416
9	OSBI	7.5	27	337
10	Mental Health	6.6	35	1862
11	Corp Commission	6.4	26	435
12	Rehabilitation	4.9	15	977
13	Regents (Onennet)	4.4	34	
14	Veterans Affairs	3.5	7	1966
15	DEQ	3.1	15	596
16	DCS	2.9	5	224
17	Agriculture	2.1	12	433
18	Juvenil Affairs	1.2	7	744
	TOTAL	322	1046	27281
	TOTAL BUDGET	681.16	2284	36696
	PERCENTAGE OF BUDGET	0.47	0.46	0.74

B. Project Plan - Weeks 1 - 7

The following work plan provides the State of Oklahoma with additional task level details and time frames covering the weeks 1 through 7 of this engagement. These weeks are the critical weeks that involved the data

collection activities, both the manual and automated collection processes, that will serve as the baseline inventory of assets, costs, services and other critical information that defines the “As-Is” state. It is this baseline inventory of assets, costs and services that will be analyzed to identify short term (immediate – 2 years) cost savings as well as longer term (2 – 5 years) saving opportunities that can be achieved through waste/redundancy elimination, data center consolidation or other common application and supporting service consolidation and other IT transformational techniques. Having an accurate and representative baseline of the current state, will determine the short term and long term savings potential and provide the roadmap on the future state and benefits.

I am attaching a draft project plan that provides you with more details regarding our level of readiness to undertake this engagement. Please be advised that this plan is a draft and will be modified based on availability of schedules and new elements that may be identified. This project plan frames out the first 7 weeks covering the data collection process and the documentation of the “As-Is” environment and start of the analysis phase.

ID	Task Name	Duration	Start	Finish	'10 M
1	1.0 Phase 1 "As-Is" Documentation	5 days	Mon 8/30/10	Fri 9/3/10	
2	1.1.0 Stage 1 - Mobilization - Week 1	5 days	Mon 8/30/10	Fri 9/3/10	
3	1.1.01 Set Up PMO / Establish Operating / Issue & Risk Tracking / Status Reporting & Communication Plan	5 days	Mon 8/30/10	Fri 9/3/10	
4	1.1.02 Rapid Start - Team Roles / Responsibilities / Work Place Orientation / Administrative Issues	5 days	Mon 8/30/10	Fri 9/3/10	
5	1.1.03 Acquire & Confirm Agency Contact Information - All 130 Agencies	5 days	Mon 8/30/10	Fri 9/3/10	
6	1.1.04 Acquire Overview of State of Oklahoma Agency / Missions / Services etc	5 days	Mon 8/30/10	Fri 9/3/10	
7	1.1.05 Determine & Confirm Project Scope with Team	5 days	Mon 8/30/10	Fri 9/3/10	
8	1.1.06 Define Project Goals / Objectives / Deliverables and Time Line	5 days	Mon 8/30/10	Fri 9/3/10	
9	1.1.07 Define Stakeholders & Team Roles	5 days	Mon 8/30/10	Fri 9/3/10	
10	1.1.08 Define Constraints And Conditions Of Assignment	5 days	Mon 8/30/10	Fri 9/3/10	
11	1.1.09 Prepare Kickoff Session Materials / Expectations	5 days	Mon 8/30/10	Fri 9/3/10	
12	1.1.10 Kickoff Meeting Participants Identified and Scheduled	5 days	Mon 8/30/10	Fri 9/3/10	
13	1.1.11 Define BDNA Collection Preparations	5 days	Mon 8/30/10	Fri 9/3/10	
14	1.1.12 Conduct Executive Session Kickoff	5 days	Mon 8/30/10	Fri 9/3/10	
15	1.1.13 Define Survey & Questionnaires	5 days	Mon 8/30/10	Fri 9/3/10	
16	1.1.14 Set Up Survey / Questionnaire Tracking & Reporting Process	5 days	Mon 8/30/10	Fri 9/3/10	
17	2.1 "As-Is" Data Collection & Workshop - Weeks 2 thru 7	29 days?	Tue 9/7/10	Fri 10/15/10	
18	2.1.01 Distribute Surveys and Questionnaires to All Agencies	2 days	Tue 9/7/10	Wed 9/8/10	
19	2.1.02 Confirm Distribution - Resolve Anomalies / Support Agency Questions & Issues	4 days	Tue 9/7/10	Fri 9/10/10	
20	2.2.0 Enterprise Governance Workshop Preparation & Execution	21 days	Tue 9/7/10	Tue 10/5/10	
21	2.2.01 Enterprise Governance Workshop Preparation	4 days	Tue 9/7/10	Fri 9/10/10	
22	2.2.02 Conduct Workshop # 1 - IT Governance Model	2 days	Tue 9/14/10	Wed 9/15/10	
23	2.2.03 Conduct Workshop # 2 - IT Governance Model	2 days	Tue 9/21/10	Wed 9/22/10	
24	2.2.04 Conduct Workshop # 3 - IT Governance Model	2 days	Thu 9/23/10	Fri 9/24/10	
25	2.2.05 Consolidate Workshop Results - Prep for Workshop # 4	2 days	Mon 9/27/10	Tue 9/28/10	
26	2.2.6 Conduct Workshop # 4 - IT Governance Model	2 days	Wed 9/29/10	Thu 9/30/10	
27	2.2.07 Consolidate & Finalize Workshop Results	3 days	Fri 10/1/10	Tue 10/5/10	
28	2.3.0 BDNA Agency Data Collection	27 days?	Tue 9/7/10	Wed 10/13/10	
29	2.3.01 DHS - BDNA Data Collection Scan	2 days	Tue 9/7/10	Wed 9/8/10	
30	2.3.01.01 Acquire Completed BDNA Checklist & Parameters from DHS	0 days	Tue 9/7/10	Tue 9/7/10	
31	2.3.01.02 Install BDNA Scanning Equipment at Agency Location	1 day	Tue 9/7/10	Tue 9/7/10	
32	2.3.01.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Tue 9/7/10	Tue 9/7/10	
33	2.3.01.04 Start Agency Data Collection Scan	2 days	Tue 9/7/10	Wed 9/8/10	
34	2.3.01.05 Validate and Monitor Scan and Collection Process	2 days	Tue 9/7/10	Wed 9/8/10	
35	2.3.01.06 Terminate Capture Process / Validate and Backup Data	1 day	Wed 9/8/10	Wed 9/8/10	
36	2.3.01.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Wed 9/8/10	Wed 9/8/10	
37	2.3.01.08 Acquire Completed BDNA Checklist & Parameters from OESC (next Agency)	1 day	Wed 9/8/10	Wed 9/8/10	
38	2.3.02 OESC - BDNA Data Collection Scan	2 days	Thu 9/9/10	Fri 9/10/10	

ID	Task Name	Duration	Start	Finish	'10 M
39	2.3.02.01 Validate Completed BDNA Checklist & Parameters from OESC	1 day	Thu 9/9/10	Thu 9/9/10	
40	2.3.02.02 Install BDNA Scanning Equipment at Agency Location	1 day	Thu 9/9/10	Thu 9/9/10	
41	2.3.02.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Thu 9/9/10	Thu 9/9/10	
42	2.3.02.04 Start Agency Data Collection Scan	2 days	Thu 9/9/10	Fri 9/10/10	
43	2.3.02.05 Validate and Monitor Scan and Collection Process	2 days	Thu 9/9/10	Fri 9/10/10	
44	2.3.02.06 Terminate Capture Process / Validate and Backup Data	1 day	Fri 9/10/10	Fri 9/10/10	
45	2.3.02.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Fri 9/10/10	Fri 9/10/10	
46	2.3.02.08 Acquire Completed BDNA Checklist & Parameters from OSF (next Agency)	1 day	Fri 9/10/10	Fri 9/10/10	
47	2.3.03 OSF - BDNA Data Collection Scan	1 day	Mon 9/13/10	Mon 9/13/10	
48	2.3.03.01 Validate Completed BDNA Checklist & Parameters from OSF	1 day	Mon 9/13/10	Mon 9/13/10	
49	2.3.03.02 Install BDNA Scanning Equipment at Agency Location	0 days	Mon 9/13/10	Mon 9/13/10	
50	2.3.03.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	0 days	Mon 9/13/10	Mon 9/13/10	
51	2.3.03.04 Start Agency Data Collection Scan	0 days	Mon 9/13/10	Mon 9/13/10	
52	2.3.03.05 Validate and Monitor Scan and Collection Process	0 days	Mon 9/13/10	Mon 9/13/10	
53	2.3.03.06 Terminate Capture Process / Validate and Backup Data	0 days	Mon 9/13/10	Mon 9/13/10	
54	2.3.03.07 Disconnect BDNA Scanning Equip and Pack Up	0 days	Mon 9/13/10	Mon 9/13/10	
55	2.3.03.08 Acquire Completed BDNA Checklist & Parameters from Oklahoma Tac Comm (next Agency)	0 days	Mon 9/13/10	Mon 9/13/10	
56	2.3.04 Oklahoma Tac Comm - BDNA Data Collection Scan	1 day	Tue 9/14/10	Tue 9/14/10	
57	2.3.04.01 Validate Completed BDNA Checklist & Parameters from Oklahoma Tac Comm	0 days	Tue 9/14/10	Tue 9/14/10	
58	2.3.04.02 Install BDNA Scanning Equipment at Agency Location	0 days	Tue 9/14/10	Tue 9/14/10	
59	2.3.04.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	0 days	Tue 9/14/10	Tue 9/14/10	
60	2.3.04.04 Start Agency Data Collection Scan	0 days	Tue 9/14/10	Tue 9/14/10	
61	2.3.04.05 Validate and Monitor Scan and Collection Process	1 day	Tue 9/14/10	Tue 9/14/10	
62	2.3.04.06 Terminate Capture Process / Validate and Backup Data	0 days	Tue 9/14/10	Tue 9/14/10	
63	2.3.04.07 Disconnect BDNA Scanning Equip and Pack Up	0 days	Tue 9/14/10	Tue 9/14/10	
64	2.3.04.08 Acquire Completed BDNA Checklist & Parameters from Dept of Transportation (next Agency)	0 days	Tue 9/14/10	Tue 9/14/10	
65	2.3.05 Dept of Transportation - BDNA Data Collection Scan	2 days?	Wed 9/15/10	Thu 9/16/10	
66	2.3.05.01 Validate Completed BDNA Checklist & Parameters from Department of Transportation	1 day?	Wed 9/15/10	Wed 9/15/10	
67	2.3.05.02 Install BDNA Scanning Equipment at Agency Location	1 day?	Wed 9/15/10	Wed 9/15/10	
68	2.3.05.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day?	Wed 9/15/10	Wed 9/15/10	
69	2.3.05.04 Start Agency Data Collection Scan	2 days	Wed 9/15/10	Thu 9/16/10	
70	2.3.05.05 Validate and Monitor Scan and Collection Process	2 days	Wed 9/15/10	Thu 9/16/10	
71	2.3.05.06 Terminate Capture Process / Validate and Backup Data	1 day?	Wed 9/15/10	Wed 9/15/10	
72	2.3.05.07 Disconnect BDNA Scanning Equip and Pack Up	1 day?	Wed 9/15/10	Wed 9/15/10	
73	2.3.05.08 Acquire Completed BDNA Checklist & Parameters from Corrections (next Agency)	1 day?	Wed 9/15/10	Wed 9/15/10	
74	2.3.06 Corrections - BDNA Data Collection Scan	2 days	Fri 9/17/10	Mon 9/20/10	
75	2.3.06.01 Validate Completed BDNA Checklist & Parameters from Corrections	1 day	Fri 9/17/10	Fri 9/17/10	
76	2.3.06.02 Install BDNA Scanning Equipment at Agency Location	1 day	Fri 9/17/10	Fri 9/17/10	

ID	Task Name	Duration	Start	Finish	'10 M
77	2.3.06.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Fri 9/17/10	Fri 9/17/10	
78	2.3.06.04 Start Agency Data Collection Scan	2 days	Fri 9/17/10	Mon 9/20/10	
79	2.3.06.05 Validate and Monitor Scan and Collection Process	2 days	Fri 9/17/10	Mon 9/20/10	
80	2.3.06.06 Terminate Capture Process / Validate and Backup Data	1 day	Mon 9/20/10	Mon 9/20/10	
81	2.3.06.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Mon 9/20/10	Mon 9/20/10	
82	2.3.06.08 Acquire Completed BDNA Checklist & Parameters from Health (next Agency)	1 day	Mon 9/20/10	Mon 9/20/10	
83	2.3.07 Health - BDNA Data Collection Scan	2 days	Tue 9/21/10	Wed 9/22/10	
84	2.3.07.01 Validate Completed BDNA Checklist & Parameters from Health	1 day	Tue 9/21/10	Tue 9/21/10	
85	2.3.07.02 Install BDNA Scanning Equipment at Agency Location	1 day	Tue 9/21/10	Tue 9/21/10	
86	2.3.07.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Tue 9/21/10	Tue 9/21/10	
87	2.3.07.04 Start Agency Data Collection Scan	2 days	Tue 9/21/10	Wed 9/22/10	
88	2.3.07.05 Validate and Monitor Scan and Collection Process	2 days	Tue 9/21/10	Wed 9/22/10	
89	2.3.07.06 Terminate Capture Process / Validate and Backup Data	1 day	Wed 9/22/10	Wed 9/22/10	
90	2.3.07.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Wed 9/22/10	Wed 9/22/10	
91	2.3.07.08 Acquire Completed BDNA Checklist & Parameters from DPS (next Agency)	1 day	Wed 9/22/10	Wed 9/22/10	
92	2.3.08 DPS - BDNA Data Collection Scan	2 days	Thu 9/23/10	Fri 9/24/10	
93	2.3.08.01 Validate Completed BDNA Checklist & Parameters from DPS	1 day	Thu 9/23/10	Thu 9/23/10	
94	2.3.08.02 Install BDNA Scanning Equipment at Agency Location	1 day	Thu 9/23/10	Thu 9/23/10	
95	2.3.08.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Thu 9/23/10	Thu 9/23/10	
96	2.3.08.04 Start Agency Data Collection Scan	2 days	Thu 9/23/10	Fri 9/24/10	
97	2.3.08.05 Validate and Monitor Scan and Collection Process	2 days	Thu 9/23/10	Fri 9/24/10	
98	2.3.08.06 Terminate Capture Process / Validate and Backup Data	1 day	Fri 9/24/10	Fri 9/24/10	
99	2.3.08.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Fri 9/24/10	Fri 9/24/10	
100	2.3.08.08 Acquire Completed BDNA Checklist & Parameters from OSBI (next Agency)	1 day	Fri 9/24/10	Fri 9/24/10	
101	2.3.09 OSBI - BDNA Data Collection Scan	1 day	Mon 9/27/10	Mon 9/27/10	
102	2.3.09.01 Validate Completed BDNA Checklist & Parameters from OSBI	1 day	Mon 9/27/10	Mon 9/27/10	
103	2.3.09.02 Install BDNA Scanning Equipment at Agency Location	1 day	Mon 9/27/10	Mon 9/27/10	
104	2.3.09.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Mon 9/27/10	Mon 9/27/10	
105	2.3.09.04 Start Agency Data Collection Scan	1 day	Mon 9/27/10	Mon 9/27/10	
106	2.3.09.05 Validate and Monitor Scan and Collection Process	1 day	Mon 9/27/10	Mon 9/27/10	
107	2.3.09.06 Terminate Capture Process / Validate and Backup Data	1 day	Mon 9/27/10	Mon 9/27/10	
108	2.3.09.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Mon 9/27/10	Mon 9/27/10	
109	2.3.09.08 Acquire Completed BDNA Checklist & Parameters from Mental Health (next Agency)	1 day	Mon 9/27/10	Mon 9/27/10	
110	2.3.10 Mental Health - BDNA Data Collection Scan	2 days	Tue 9/28/10	Wed 9/29/10	
111	2.3.10.01 Validate Completed BDNA Checklist & Parameters from Mental Health	1 day	Tue 9/28/10	Tue 9/28/10	
112	2.3.10.02 Install BDNA Scanning Equipment at Agency Location	1 day	Tue 9/28/10	Tue 9/28/10	
113	2.3.10.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Tue 9/28/10	Tue 9/28/10	
114	2.3.10.04 Start Agency Data Collection Scan	2 days	Tue 9/28/10	Wed 9/29/10	

ID	Task Name	Duration	Start	Finish	'10 M
115	2.3.10.05 Validate and Monitor Scan and Collection Process	2 days	Tue 9/28/10	Wed 9/29/10	
116	2.3.10.06 Terminate Capture Process / Validate and Backup Data	1 day	Wed 9/29/10	Wed 9/29/10	
117	2.3.10.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Wed 9/29/10	Wed 9/29/10	
118	2.3.10.08 Acquire Completed BDNA Checklist & Parameters from Corp Commision (next Agency)	1 day	Wed 9/29/10	Wed 9/29/10	
119	2.3.11 Corp Commission - BDNA Data Collection Scan	1 day	Thu 9/30/10	Thu 9/30/10	
120	2.3.11.01 Validate Completed BDNA Checklist & Parameters from Corp Commission	1 day	Thu 9/30/10	Thu 9/30/10	
121	2.3.11.02 Install BDNA Scanning Equipment at Agency Location	1 day	Thu 9/30/10	Thu 9/30/10	
122	2.3.11.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Thu 9/30/10	Thu 9/30/10	
123	2.3.11.04 Start Agency Data Collection Scan	1 day	Thu 9/30/10	Thu 9/30/10	
124	2.3.11.05 Validate and Monitor Scan and Collection Process	1 day	Thu 9/30/10	Thu 9/30/10	
125	2.3.11.06 Terminate Capture Process / Validate and Backup Data	1 day	Thu 9/30/10	Thu 9/30/10	
126	2.3.11.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Thu 9/30/10	Thu 9/30/10	
127	2.3.11.08 Acquire Completed BDNA Checklist & Parameters from Rehabilitation (next Agency)	1 day	Thu 9/30/10	Thu 9/30/10	
128	2.3.12 Rehabilitation - BDNA Data Collection Scan	1 day	Fri 10/1/10	Fri 10/1/10	
129	2.3.12.01 Validate Completed BDNA Checklist & Parameters from Rehabilitation	1 day	Fri 10/1/10	Fri 10/1/10	
130	2.3.12.02 Install BDNA Scanning Equipment at Agency Location	1 day	Fri 10/1/10	Fri 10/1/10	
131	2.3.12.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Fri 10/1/10	Fri 10/1/10	
132	2.3.12.04 Start Agency Data Collection Scan	1 day	Fri 10/1/10	Fri 10/1/10	
133	2.3.12.05 Validate and Monitor Scan and Collection Process	1 day	Fri 10/1/10	Fri 10/1/10	
134	2.3.12.06 Terminate Capture Process / Validate and Backup Data	1 day	Fri 10/1/10	Fri 10/1/10	
135	2.3.12.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Fri 10/1/10	Fri 10/1/10	
136	2.3.12.08 Acquire Completed BDNA Checklist & Parameters from Regents (One Net) (next Agency)	1 day	Fri 10/1/10	Fri 10/1/10	
137	2.3.13 Regents (Onenent) - BDNA Data Collection Scan	1 day	Mon 10/4/10	Mon 10/4/10	
138	2.3.13.01 Validate Completed BDNA Checklist & Parameters from Regents (One Net)	1 day	Mon 10/4/10	Mon 10/4/10	
139	2.3.13.02 Install BDNA Scanning Equipment at Agency Location	1 day	Mon 10/4/10	Mon 10/4/10	
140	2.3.13.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Mon 10/4/10	Mon 10/4/10	
141	2.3.13.04 Start Agency Data Collection Scan	1 day	Mon 10/4/10	Mon 10/4/10	
142	2.3.13.05 Validate and Monitor Scan and Collection Process	1 day	Mon 10/4/10	Mon 10/4/10	
143	2.3.13.06 Terminate Capture Process / Validate and Backup Data	1 day	Mon 10/4/10	Mon 10/4/10	
144	2.3.13.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Mon 10/4/10	Mon 10/4/10	
145	2.3.13.08 Acquire Completed BDNA Checklist & Parameters from Veterans Affairs (next Agency)	1 day	Mon 10/4/10	Mon 10/4/10	
146	2.3.14 Veterans Affairs - BDNA Data Collection Scan	2 days	Tue 10/5/10	Wed 10/6/10	
147	2.3.14.01 Validate Completed BDNA Checklist & Parameters from Veterans Affairs (One Net)	1 day	Tue 10/5/10	Tue 10/5/10	
148	2.3.14.02 Install BDNA Scanning Equipment at Agency Location	1 day	Tue 10/5/10	Tue 10/5/10	
149	2.3.14.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Tue 10/5/10	Tue 10/5/10	
150	2.3.14.04 Start Agency Data Collection Scan	2 days	Tue 10/5/10	Wed 10/6/10	
151	2.3.14.05 Validate and Monitor Scan and Collection Process	2 days	Tue 10/5/10	Wed 10/6/10	
152	2.3.14.06 Terminate Capture Process / Validate and Backup Data	1 day	Wed 10/6/10	Wed 10/6/10	

ID	Task Name	Duration	Start	Finish	'10 M
153	2.3.14.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Wed 10/6/10	Wed 10/6/10	
154	2.3.14.08 Acquire Completed BDNA Checklist & Parameters from DEQ (next Agency)	1 day	Wed 10/6/10	Wed 10/6/10	
155	2.3.15 DEQ - BDNA Data Collection Scan	1 day	Thu 10/7/10	Thu 10/7/10	
156	2.3.15.01 Validate Completed BDNA Checklist & Parameters from DEQ	1 day	Thu 10/7/10	Thu 10/7/10	
157	2.3.15.02 Install BDNA Scanning Equipment at Agency Location	1 day	Thu 10/7/10	Thu 10/7/10	
158	2.3.15.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Thu 10/7/10	Thu 10/7/10	
159	2.3.15.04 Start Agency Data Collection Scan	1 day	Thu 10/7/10	Thu 10/7/10	
160	2.3.15.05 Validate and Monitor Scan and Collection Process	1 day	Thu 10/7/10	Thu 10/7/10	
161	2.3.15.06 Terminate Capture Process / Validate and Backup Data	1 day	Thu 10/7/10	Thu 10/7/10	
162	2.3.15.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Thu 10/7/10	Thu 10/7/10	
163	2.3.15.08 Acquire Completed BDNA Checklist & Parameters from DCS (next Agency)	1 day	Thu 10/7/10	Thu 10/7/10	
164	2.3.16 DCS - BDNA Data Collection Scan	1 day	Fri 10/8/10	Fri 10/8/10	
165	2.3.16.01 Validate Completed BDNA Checklist & Parameters from DCS	1 day	Fri 10/8/10	Fri 10/8/10	
166	2.3.16.02 Install BDNA Scanning Equipment at Agency Location	1 day	Fri 10/8/10	Fri 10/8/10	
167	2.3.16.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Fri 10/8/10	Fri 10/8/10	
168	2.3.16.04 Start Agency Data Collection Scan	1 day	Fri 10/8/10	Fri 10/8/10	
169	2.3.16.05 Validate and Monitor Scan and Collection Process	1 day	Fri 10/8/10	Fri 10/8/10	
170	2.3.16.06 Terminate Capture Process / Validate and Backup Data	1 day	Fri 10/8/10	Fri 10/8/10	
171	2.3.16.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Fri 10/8/10	Fri 10/8/10	
172	2.3.16.08 Acquire Completed BDNA Checklist & Parameters from Agriculture (next Agency)	1 day	Fri 10/8/10	Fri 10/8/10	
173	2.3.17 Agriculture - BDNA Data Collection Scan	1 day	Mon 10/11/10	Mon 10/11/10	
174	2.3.17.01 Validate Completed BDNA Checklist & Parameters from Agriculture	1 day	Mon 10/11/10	Mon 10/11/10	
175	2.3.17.02 Install BDNA Scanning Equipment at Agency Location	1 day	Mon 10/11/10	Mon 10/11/10	
176	2.3.17.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Mon 10/11/10	Mon 10/11/10	
177	2.3.17.04 Start Agency Data Collection Scan	1 day	Mon 10/11/10	Mon 10/11/10	
178	2.3.17.05 Validate and Monitor Scan and Collection Process	1 day	Mon 10/11/10	Mon 10/11/10	
179	2.3.17.06 Terminate Capture Process / Validate and Backup Data	1 day	Mon 10/11/10	Mon 10/11/10	
180	2.3.17.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Mon 10/11/10	Mon 10/11/10	
181	2.3.17.08 Acquire Completed BDNA Checklist & Parameters from Juvenil Affairs (next Agency)	1 day	Mon 10/11/10	Mon 10/11/10	
182	2.3.18 Juvenil Affairs - BDNA Data Collection Scan	2 days	Tue 10/12/10	Wed 10/13/10	
183	2.3.18.01 Validate Completed BDNA Checklist & Parameters from Juvenil Affairs	1 day	Tue 10/12/10	Tue 10/12/10	
184	2.3.18.02 Install BDNA Scanning Equipment at Agency Location	1 day	Tue 10/12/10	Tue 10/12/10	
185	2.3.18.03 Confirm Capture Parameters (Level 1 / Level 2 / Level 3 Credentials)	1 day	Tue 10/12/10	Tue 10/12/10	
186	2.3.18.04 Start Agency Data Collection Scan	2 days	Tue 10/12/10	Wed 10/13/10	
187	2.3.18.05 Validate and Monitor Scan and Collection Process	2 days	Tue 10/12/10	Wed 10/13/10	
188	2.3.18.06 Terminate Capture Process / Validate and Backup Data	1 day	Wed 10/13/10	Wed 10/13/10	
189	2.3.18.07 Disconnect BDNA Scanning Equip and Pack Up	1 day	Wed 10/13/10	Wed 10/13/10	
190	2.4.0 Manual Data Collection - Tracking / Reporting / Follow Up & Data Entry	19 days	Tue 9/21/10	Fri 10/15/10	

ID	Task Name	Duration	Start	Finish	'10 M
191	2.4.01 Checkpoint #1 on Manual Data Collection (Track / Report / Follow Up)	3 days	Tue 9/21/10	Thu 9/23/10	
192	2.4.02 Checkpoint #2 on Manual Data Collection (Track / Report / Follow Up)	3 days	Tue 9/28/10	Thu 9/30/10	
193	2.4.03 Checkpoint #3 on Manual Data Collection (Track / Report / Follow Up)	3 days	Tue 10/5/10	Thu 10/7/10	
194	2.4.04 Data Normalization and Data Entry (Consolidation of Data Collection)	10 days	Mon 10/4/10	Fri 10/15/10	
195	2.4.05 Quality Checkpoint - Data Validation / Data Gaps / Data Correction	10 days	Mon 10/4/10	Fri 10/15/10	
196	2.4.06 Build & Validate "As-Is" Financial Model	15 days	Mon 9/27/10	Fri 10/15/10	
197	2.4.07 Validate & Finalize Inventory (Assets, Applications, Org Models, Service Catalog)	5 days	Mon 10/11/10	Fri 10/15/10	
198	3.0 Phase 2 "To-Be" / Analysis / Roadmap	50 days?	Mon 10/4/10	Fri 12/10/10	
199	3.1.0 Compute Platform Tower - "To Be" Analysis / Road Map	43 days?	Mon 10/4/10	Wed 12/1/10	
200	3.1.0 Define & Document Baseline "As Is" Models	20 days?	Mon 10/4/10	Fri 10/29/10	
201	3.1.0 Bench Marking and Best Practices	10 days	Mon 10/18/10	Fri 10/29/10	
202	3.1.0 Financial Analysis/Business Case Development	10 days	Mon 11/1/10	Fri 11/12/10	
203	3.1.0 Options & Business Case Validation	7 days	Mon 11/22/10	Tue 11/30/10	
204	3.1.0 Executive Eval of future State Hypothesis -	2 days	Mon 11/29/10	Tue 11/30/10	
205	3.1.0 Stakeholder Review for Buyin & Ownership	3 days	Mon 11/29/10	Wed 12/1/10	
206	3.2.0 Date & Telecom Networks Rationalization - "To-Be" Analysis / Road Map	43 days?	Mon 10/4/10	Wed 12/1/10	
207	3.2.0 Define & Document Baseline "As Is" Models	20 days?	Mon 10/4/10	Fri 10/29/10	
208	3.2.0 Bench Marking and Best Practices	10 days	Mon 10/18/10	Fri 10/29/10	
209	3.2.0 Financial Analysis/Business Case Development	10 days	Mon 11/1/10	Fri 11/12/10	
210	3.2.0 Options & Business Case Validation	7 days	Mon 11/22/10	Tue 11/30/10	
211	3.2.0 Executive Eval of future State Hypothesis -	2 days	Mon 11/29/10	Tue 11/30/10	
212	3.2.0 Stakeholder Review for Buyin & Ownership	3 days	Mon 11/29/10	Wed 12/1/10	
213	3.3.0 Application Portfolio Rationalization - "To-Be" Analysis / Road Map	43 days	Mon 10/4/10	Wed 12/1/10	
214	3.3.0 Define & Document Baseline "As Is" Models	15 days	Mon 10/4/10	Fri 10/22/10	
215	3.3.0 Bench Marking and Best Practices	10 days	Mon 10/18/10	Fri 10/29/10	
216	3.3.0 Financial Analysis/Business Case Development	10 days	Mon 11/1/10	Fri 11/12/10	
217	3.3.0 Options & Business Case Validation	7 days	Mon 11/22/10	Tue 11/30/10	
218	3.3.0 Executive Eval of future State Hypothesis -	2 days	Mon 11/29/10	Tue 11/30/10	
219	3.3.0 Stakeholder Review for Buyin & Ownership	3 days	Mon 11/29/10	Wed 12/1/10	
220	3.4.0 Contracts / Procurement & Administration - "To-Be" Analysis / Road Map	43 days	Mon 10/4/10	Wed 12/1/10	
221	3.4.0 Define & Document Baseline "As Is" Models	15 days	Mon 10/4/10	Fri 10/22/10	
222	3.4.0 Bench Marking and Best Practices	10 days	Mon 10/18/10	Fri 10/29/10	
223	3.4.0 Financial Analysis/Business Case Development	10 days	Mon 11/1/10	Fri 11/12/10	
224	3.4.0 Options & Business Case Validation	7 days	Mon 11/22/10	Tue 11/30/10	
225	3.4.0 Executive Eval of future State Hypothesis -	2 days	Mon 11/29/10	Tue 11/30/10	
226	3.4.0 Stakeholder Review for Buyin & Ownership	3 days	Mon 11/29/10	Wed 12/1/10	
227	3.5.0 Service Management (Shared Services) - "To-Be" Analysis / Road Map	43 days	Mon 10/4/10	Wed 12/1/10	
228	3.5.0 Define & Document Baseline "As Is" Models	15 days	Mon 10/4/10	Fri 10/22/10	

C. Data Network and Telecom Assessment

Our plan of action is to design and develop the data collection survey and questionnaires to gather information required to define the baseline environment. The intent of the questionnaires is to scope out and define the current inventory of network and telecom assets, the network capacity, connectivity, architecture, size, traffic, application and operating cost.

I am providing a **representative sample** of the types of questions typically asked and the type of data normally captured through the survey and questionnaire process. This will be tailored to capture the specific needs of the State of Oklahoma in order to insure we provide the proper level of detail that can drive cost savings and service level improvements during the analysis and roadmap phase.

- Who are the current service providers
- What services do they provide
- What is the current cost for these services (operating and support cost) i.e. monthly billing
- What are the existing Service Level Agreements (SLAs)
- What is the current volume of traffic on the network (Utilization and Capacity Metrics for all telecom and data network)
- Who are the current users of these services
- What is the current service model
- List of current users, equipment and interface on each legacy LAN
- What type of traffic is on the current network i.e. Time Division multiples (TDM) and/or IP/Ethernet
- Define the critical network infrastructure - its uses, applications and services
- What is the disaster recovery plan for this infrastructure
- Utilization and Capacity Metrics for all telecom and data network
- Describe all OneNet Services Used
 - POTS / VoIP / DSL / T1 / DS3 / Wireless services
 - Any other services provided by OneNet
- Define & Describe All Customer Premise Equipment (CPE) including number of stations and all trunking
 - iPBX / PBX / Key Systems / Phones / Videoconferencing
 - Wireless devices / One Net Routers
- Define & Describe Main CPE Per Location
 - Switch room layout / Closets (if applicable) / Patch Panels
- Define & Describe all Trunking Configurations
 - Number Inbound / Outbound Trunks & Trunk Types
 - DID Trunks
 - Specialized Circuits

On completion of the survey and data collection process, an analysis of the current telecom network will be undertaken. This will be followed by a **conceptual architectural** design of the improvements and what the future network may look like. Discussions are required with critical stakeholders to ensure all needed business rules, policies and standards are considered in the design for the future network. These discussions will also include service providers i.e. various telecommunications and media service providers.

D. Representative Reports will be as follows:

- Inventory of telecom and data network assets (by vendor / location)
- Baseline of telecom and data network operating and support costs
- Assessment Report of current functioning and effectiveness of WAN (capacity / utilization etc.)
- Recommendations for short term and intermediate changes in structure, policies etc to achieve savings and efficiencies?
- Recommended profile of future improvements or telecom / data architectural model