



CalSAWS Central Print Weekly Status Report

**Reporting Period: October 25, 2021 to October
31, 2021**

CalSAWS – Central Print Project

Weekly Status Report, November 1, 2021

Period: October 25, 2021 to October 31, 2021

Table of Contents

1.0 CalSAWS Central Print Project2

 1.1 Highlights of the Reporting Period2

 1.2 Project Deliverable Summary3

 1.3 Project Risks and Issues5

 1.4 CRFI/CIT Communications Information6

 1.5 Activities for the Next Reporting Period.....6

 1.6 Deviations from Plan/Adjustments7

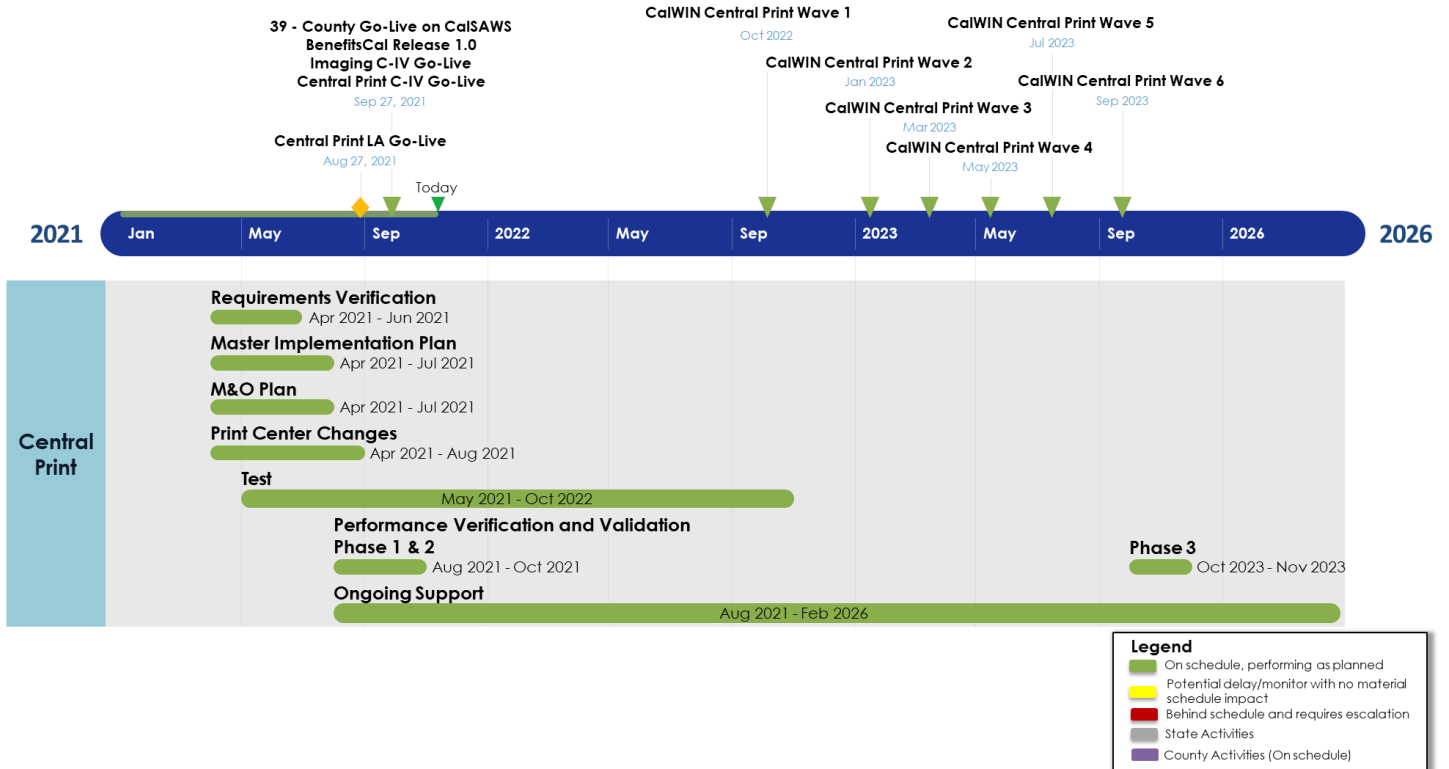
1.0 CalSAWS Central Print Project

1.1 Highlights of the Reporting Period

Project Management

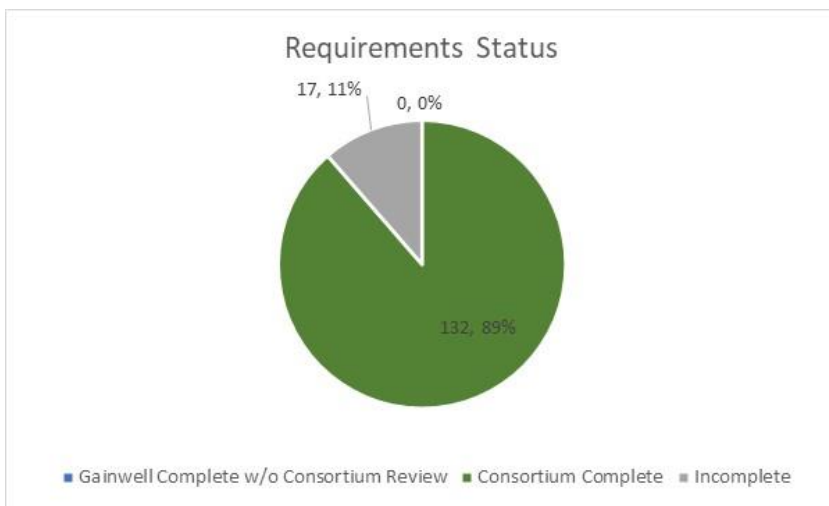
- ▶ Continued updates to project work plan.

Project Gantt



Requirements Verification

- ▶ N/A



CalSAWS – Central Print Project

Weekly Status Report, November 1, 2021

Period: October 25, 2021 to October 31, 2021

Master Implementation Plan

- ▶ Continued work on materials inventory management.
- ▶ Continued planning for CalWIN Wave 1 counties' kickoff meeting.
- ▶ Participated in meeting with Contra Costa County.

Changes to Existing Print Centers

- ▶ N/A

Establishment of the SoCal Print Center

- ▶ N/A

Interface and File Considerations with CalSAWS

- ▶ N/A

Fulfillment Platform Configuration

- ▶ Submitted release notes for the Central Print Portal software update.
- ▶ Implemented the Central Print Portal software upgrade.

Maintenance and Operations Plan

- ▶ Continued ongoing operations for Phase 2 (40 County) Central Print.
- ▶ Completed monitoring of the Phase 2 PV&V results.
- ▶ Completed mailing of Medi-Cal and Balderas Reminders.
- ▶ Completed mailing of SAR7's.

Comprehensive Testing

- ▶ N/A

Project Action Items – Overdue

- ▶ This table lists overdue action items, including the owner and due date.

ID	Description	Owner	Due Date
None	No overdue actions items		

Table 1.1-8 – Overdue Action Items

1.2 Project Deliverable Summary

Deliverable Activity is summarized within the tables below. Note that only the initial submission of the Monthly Status Report is listed in the table below. Each remaining Monthly Status Report will be submitted as an FDEL only per the date in the approved FDED and is not included in the list below.

Deliverable Status by Submission

DEL ID	Deliverable Name	DDED	FDED	Complete		Coming Soon	
				DDEL	FDEL	FDEL	Final
01	Monthly Status Report - March	4/29/21	5/24/21	5/28/21	6/7/21	6/8/21	
02	Master Implementation Plan	4/29/21	5/24/21	5/28/21	6/11/21	6/28/21	

CalSAWS – Central Print Project

Weekly Status Report, November 1, 2021

Period: October 25, 2021 to October 31, 2021

DEL ID	Deliverable Name	DDED	FDED	DDEL	FDEL	Final
03	Maintenance and Operations Plan	4/29/21	5/24/21	6/10/21	6/23/21	7/6/21
04	Final Acceptance Report	5/12/21	5/21/21	11/21/23	12/6/23	12/12/23

Table 1.2-1 – Deliverable Status for Current Reporting Period

Overall Deliverable Status

DEL #	DELIVERABLE NAME	STATUS	Next Deadline
01	Monthly Status Report – March 2021	Completed	Each remaining Monthly Status Report will be submitted as an FDEL only per the date in the approved FDED and are not listed here. Any exceptions will be noted.
02	Master Implementation Plan	Completed	Received WAC approvals on 7/9/21.
03	Maintenance and Operations Plan	Completed	Received WAC approvals on 7/9/2021.
04	Final Acceptance	On-track	DDEL submission due 11/21/23

Table 1.2-2 – Upcoming Deliverable Deadlines

CalSAWS – Central Print Project

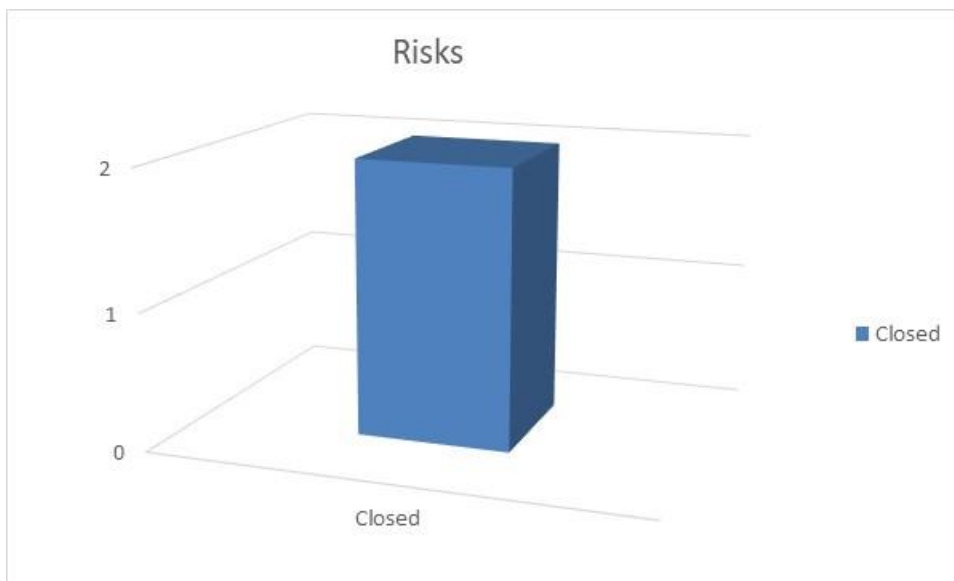
Weekly Status Report, November 1, 2021

Period: October 25, 2021 to October 31, 2021

Project Risks and Issues

ID	Title	Details	Status	Impact	Severity	Date Logged
242	Central Print Insertion Barcode Placement & Margin Formatting Inconsistency	Recommended clearance for insertion bar codes is ¼ of white space around the bar code. The white space is designed to increase the accuracy of the bar code scan, reducing insertion errors or stoppages. The sample test file provided included pages with no clearance and on some forms, the bar code was overwritten by text or borders. Obtaining the recommended ¼ inch of white space would result in changes to the CalSAWS correspondence templates and would not be feasible prior to the planned go live for Los Angeles (August 2021) and C-IV (September 2021).	Closed	3	Medium	4/9/21

The following chart shows the number of risks currently open and previously closed, if applicable.



The following chart shows the number of issues currently open and previously closed, if applicable.

- Not applicable – No open or closed issues as of this status reporting period.

CalSAWS – Central Print Project

Weekly Status Report, November 1, 2021

Period: October 25, 2021 to October 31, 2021

1.3 CRFI/CIT Communications Information

The following table outlines CalSAWS Information Transmittals (CITs) sent for the reporting period.

There was one CalSAWS Information Transmittals (CITs).

CIT ID	To	Subject	Category	Distribution Date
0181-21	LA/C-IV County	Central Print Postage Process	Correspondence	7/19/21

Table 1.4-1 – CITs

There was one CalSAWS Requests for Information (CRFIs).

CRFI ID	To	Subject	Distribution Date	Status	Response Due Date
21-041	LA/C-IV County	Central Print Correspondence	7/14/21	Open	7/23/21

Table 1.4-2 – CRFIs

1.4 Activities for the Next Reporting Period

Project Management

- ▶ Continue updates to project work plan.

Requirements Verification

- ▶ N/A

Master Implementation Plan

- ▶ Continue work on materials inventory management.
- ▶ Provide submission for the initial updates to the SSP.
- ▶ Submit Phase 1 PV&V results.
- ▶ Begin preparing Phase 2 PV&V results.
- ▶ Begin discussions regarding the metadata SCR request which has been submitted.
- ▶ Begin discussions regarding the iText upgrade for CalSAWS.
- ▶ Begin testing of the address placement change.

Changes to Existing Print Centers

- ▶ N/A

Establishment of the SoCal Print Center

- ▶ N/A

Interface and File Considerations with CalSAWS

- ▶ N/A

Fulfillment Platform Configuration

- ▶ N/A

CalSAWS – Central Print Project

Weekly Status Report, November 1, 2021

Period: October 25, 2021 to October 31, 2021

Maintenance and Operations Plan

- ▶ Continue ongoing operations for Phase 2 Central Print.
- ▶ Submit potential risk for consideration related to the paper industry shortage.
- ▶ Begin processing CW/CFR RDs for LA County.

Comprehensive Testing

- ▶ N/A

1.5 Deviations from Plan/Adjustments

- ▶ No deviations from the plan are noted.