



CalSAWS Central Print Weekly Status Report

**Reporting Period: January 9, 2023, to January 15,
2023**

CalSAWS – Central Print Project

Weekly Status Report, January 16, 2023

Period: January 9, 2023, to January 15, 2023

Table of Contents

1.0 CalSAWS Central Print Project2

 Highlights of the Reporting Period2

 Project Deliverable Summary4

 Project Risks and Issues6

 CRFI/CIT Communications Information6

1.1 Activities for the Next Reporting Period.....7

1.2 Deviations from Plan/Adjustments8

1.3

1.4

1.5

1.6

CalSAWS – Central Print Project

Weekly Status Report, January 16, 2023

Period: January 9, 2023, to January 15, 2023

1.0 CalSAWS Central Print Project

Highlights of the Reporting Period

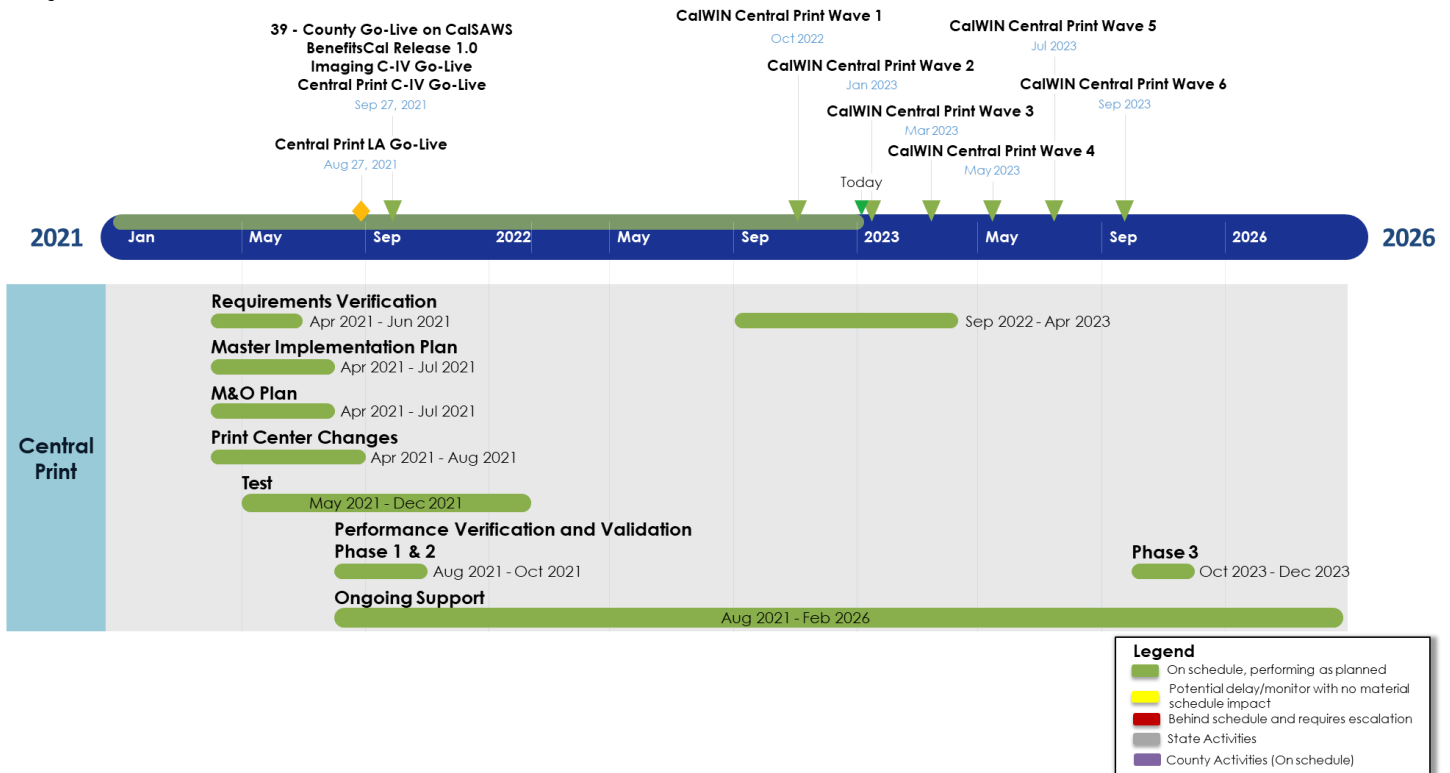
Table 1.1-1 – CalSAWS Central Print Status Agenda Topics

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
1.1	<ul style="list-style-type: none"> Continued discussions with CalWIN Counties. Conducted meetings with San Francisco County and Santa Barbara County.

Project Management

- ▶ Continued updates to project work plan.

Project Gantt



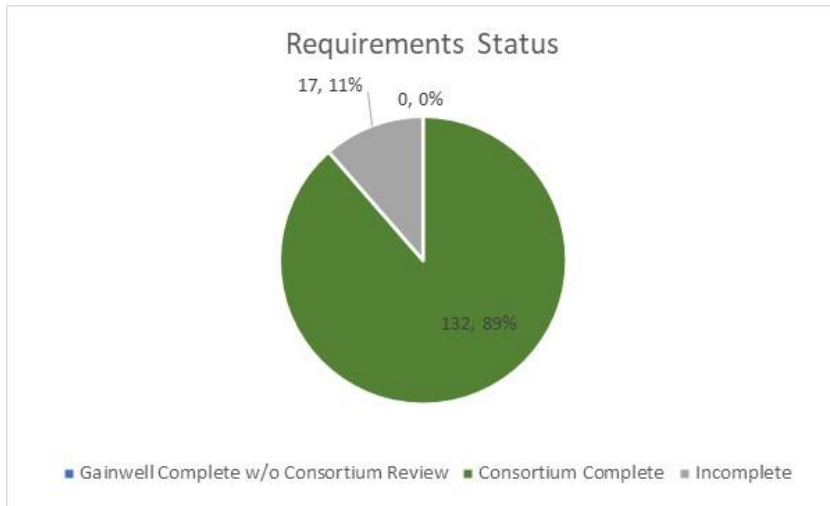
CalSAWS – Central Print Project

Weekly Status Report, January 16, 2023

Period: January 9, 2023, to January 15, 2023

Requirements Verification

- ▶ No Update



Master Implementation Plan

- ▶ Continued work on materials inventory management.
- ▶ Continued discussions regarding the metadata SCR.
- ▶ Continued discussions regarding the iText upgrade for CalSAWS.
- ▶ Continued discussions with Contra Costa County regarding Central Print configuration.
- ▶ Continued discussions with Tulare County regarding Central Print configuration.
- ▶ Continued discussions with Orange County regarding Central Print configuration.
- ▶ Continued discussions with San Diego County regarding Central Print configuration.
- ▶ Continued discussions with San Mateo County regarding Central Print configuration.
- ▶ Continued discussions with Santa Cruz County regarding Central Print configuration.
- ▶ Continued discussions with Santa Barbara regarding Central Print configuration.
- ▶ Continued discussions with Solano regarding Central Print configuration.
- ▶ Continued discussions with Ventura regarding Central Print configuration.
- ▶ Continued discussions with San Mateo regarding Central Print configuration.
- ▶ Continued discussions with Santa Cruz regarding Central Print configuration.
- ▶ Conducted configuration meeting with San Francisco County on 1/10/23
- ▶ Conducted configuration meeting with Santa Barbara County on 1/12/23.

Changes to Existing Print Centers

- ▶ No Update

Establishment of the SoCal Print Center

- ▶ No Update

Interface and File Considerations with CalSAWS

- ▶ No Update

Fulfillment Platform Configuration

- ▶ No Update

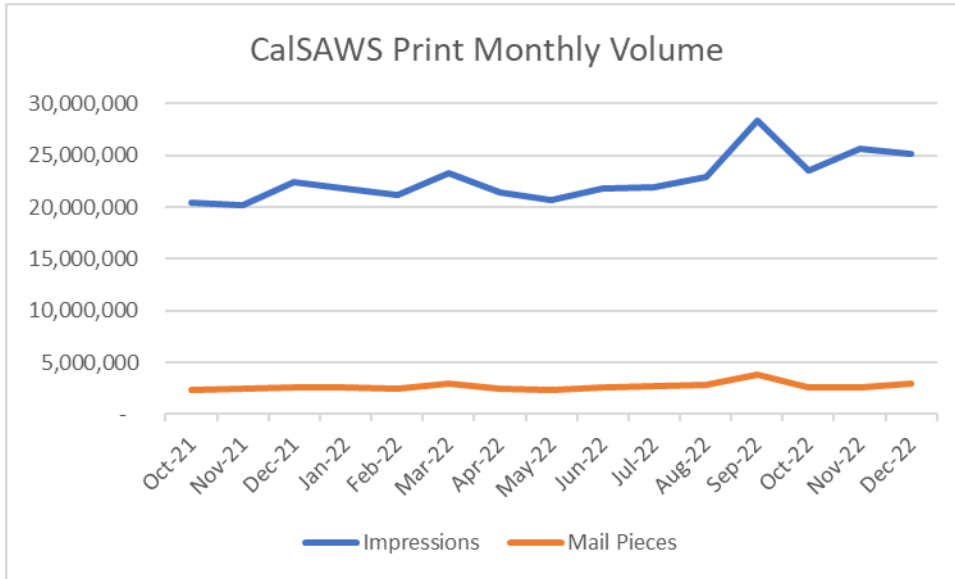
CalSAWS – Central Print Project

Weekly Status Report, January 16, 2023

Period: January 9, 2023, to January 15, 2023

Maintenance and Operations Plan

- ▶ Continued ongoing operations for Phase 2 (40 County) Central Print.
- ▶ Continued ongoing operations for Wave 1 counties.
- ▶ Continued processing of Los Angeles County CW/CF RE correspondence.
- ▶ Began processing of MC RE correspondence.



Comprehensive Testing

- ▶ No Update

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

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	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, January 16, 2023

Period: January 9, 2023, to January 15, 2023

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

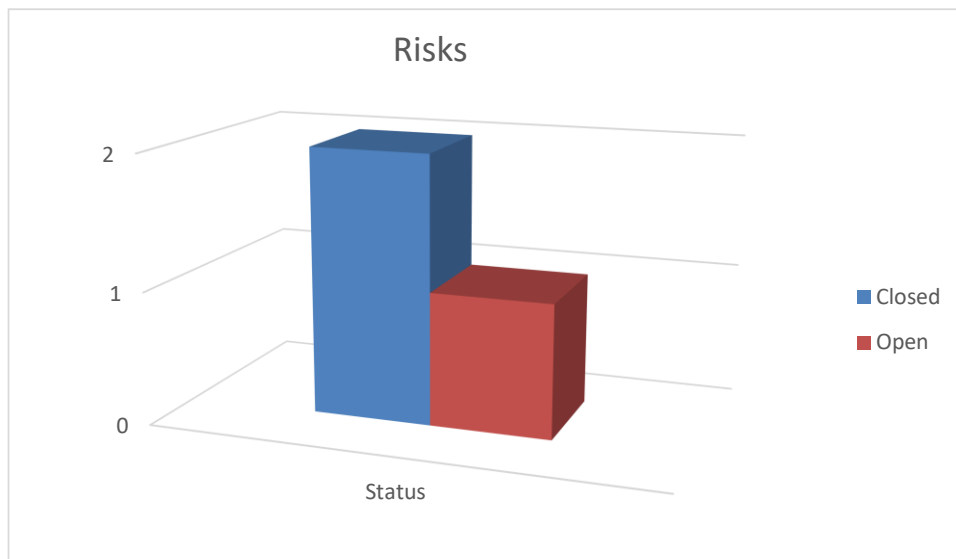
Weekly Status Report, January 16, 2023

Period: January 9, 2023, to January 15, 2023

Project Risks and Issues

ID	Title	Details	Status	Impact	Severity	Date Logged
255	Global paper shortage may impact CalSAWS ability to print/mail correspondence	Due to the current global paper shortage, paper for envelopes and printing is in limited supply. This could result in delays in receiving shipments of envelopes and paper for printing affecting CalSAWS ability to produce timely correspondence.	Open	4	Medium	11/2/2021

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.

1.3

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

CRFI/CIT Communications Information

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

There was no CalSAWS Information Transmittals (CITs).

CIT ID	To	Subject	Category	Distribution Date

Table 1.4-1 – CITs

There was no CalSAWS Requests for Information (CRFIs).

CalSAWS – Central Print Project

Weekly Status Report, January 16, 2023

Period: January 9, 2023, to January 15, 2023

CRFI ID	To	Subject	Distribution Date	Status	Response Due Date

Table 1.4-2 – CRFIs

Activities for the Next Reporting Period

Project Management

- ▶ Continue updates to project work plan.

Requirements Verification

- ▶ No Update

Master Implementation Plan

- ▶ Continue work on materials inventory management.
- ▶ Continue discussions regarding the metadata SCR.
- ▶ Continue discussions with Contra Costa County regarding Central Print configuration.
- ▶ Continue discussions with Santa Clara County regarding Central Print configuration.
- ▶ Continue discussions with Tulare County regarding Central Print configuration.
- ▶ Continue discussions with Orange County regarding Central Print configuration.
- ▶ Continue discussions with Santa Barbara County regarding Central Print configuration.
- ▶ Continue discussions with Ventura County regarding Central Print configuration.
- ▶ Continue discussions with San Diego County regarding Central Print configuration.
- ▶ Continue discussions with Santa Cruz County regarding Central Print configuration.
- ▶ Continue discussions with Solano County regarding Central Print configuration.
- ▶ Continue discussions with San Mateo regarding Central Print configuration.
- ▶ Continue discussions with Santa Cruz regarding Central Print configuration.
- ▶ Conduct validation meeting with Contra Costa County on 1/19/23.

Changes to Existing Print Centers

- ▶ No Update

Establishment of the SoCal Print Center

- ▶ No Update

Interface and File Considerations with CalSAWS

- ▶ No Update

Fulfillment Platform Configuration

- ▶ No Update

Maintenance and Operations Plan

- ▶ Continue ongoing operations for Phase 3 Wave 1 Central Print.
- ▶ Continue processing of MC RE correspondence.
- ▶ Complete processing of CW/CF RE correspondence.

Comprehensive Testing

- ▶ No Update

1.4

CalSAWS – Central Print Project

Weekly Status Report, January 16, 2023

Period: January 9, 2023, to January 15, 2023

Deviations from Plan/Adjustments

- ▶ No deviations.

1.5