

**NEBRASKA STATE RECORDS BOARD  
MEETING: December 7, 2016**

Nebraska State Capitol  
Room 1507  
Lincoln, NE  
December 7, 2016  
9:00 A.M.

# AFFIDAVIT OF PUBLICATION

State of Nebraska }  
LANCASTER COUNTY, } ss.

**NOTICE OF MEETING**  
Notice is hereby given of a public meeting of the Nebraska State Records Board on Wednesday December 7, 2016 at 9:00 AM, Nebraska State Capitol, Room 1507, Lincoln, NE.  
The agenda, which is kept continually current, is available at the Office of the Secretary of State, Suite 2300, State Capitol, Lincoln, NE for public inspection during regular business hours.  
#580088 11 Nov 7 9128677

The undersigned, being first duly sworn, deposes and says that she/he is a Clerk of the Lincoln Journal Star, legal newspaper printed, published and having a general circulation in the County of Lancaster and State of Nebraska, and that the attached printed notice was published in said newspaper one successive time(s) the first insertion having been on November 7, 2016 and thereafter on \_\_\_\_\_, 20\_\_\_\_

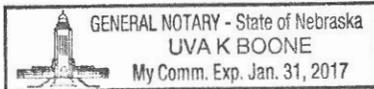
and that said newspaper is the legal newspaper under the statutes of the State of Nebraska.

The above facts are within my personal knowledge and are further verified by my personal inspection of each notice in each of said issues.

Barbara Chesnut

Subscribed in my presence and sworn to before me on Nov 18, 2016

LVA K Boone Notary Public



Cost \$7.91 Reference # 580088

Organization Nebraska State Records Board  
Activity Public Hearing  
Date of Activity Wednesday, 12/07/2016  
Time of Activity Meeting starts at 9:00 AM Central  
Last Updated Thursday, 06/16/2016  
Location NE State Capitol Room 1507  
Details Quarterly Meeting  
Meeting Agenda <http://www.staterrecordsboard.nebraska.gov/agenda.html>  
Meeting Materials <http://>

Person to Contact for Additional Information:

Name Steven Chase  
Title Executive Director  
Address 440 South 8th St  
Suite 210  
PO Box 94608  
Telephone (402) 471-2745  
Fax (402) 471-2406  
E-Mail [steven.chase@nebraska.gov](mailto:steven.chase@nebraska.gov)  
Agency Homepage <http://www.staterrecordsboard.nebraska.gov/>

# NEBRASKA STATE RECORDS BOARD AGENDA

Nebraska State Capitol

Room 1507

Lincoln, NE

December 7, 2016

9:00 A.M.

1. CALL TO ORDER, ROLL CALL
2. ANNOUNCEMENT OF NEBRASKA OPEN MEETING ACT  
The Act and reproducible written materials to be discussed at the open meeting are located in the back of the meeting room. A copy of the Open Meetings Act is posted in the back of the meeting room.
3. NOTICE OF HEARING
4. ADOPTION OF AGENDA  
**Action Item:** Approval of Agenda
5. APPROVAL OF MINUTES  
**Action Item:** Approval of September 28, 2016 meeting minutes
6. PUBLIC COMMENT
7. CHAIRMAN'S REPORT
  - a) AGREEMENTS & ADDENDA
    - 1) **Non-Action Item: Electronic Government Service Level Agreements** between Nebraska Interactive, LLC, the NE State Records Board, and the Village of Beaver Crossing, the Village of Brainard, the Village of Douglas, the Department of Education, the Village of Fairmont, Harlan County Health Systems, Industrial Relations Commission, the City of Saint Edwards, and the City of Waverly. Signed by Chairman Gale pursuant to Board Authority.
    - 2) **Non-Action Item: Addenda (PayPort-Local) to the Electronic Government Service Level Agreement** between Nebraska Interactive, LLC, the NE State Records Board and the Village of Beaver Crossing, the Village of Brainard, the Village of Douglas, Harlan County Health Systems, and the City of Waverly. Signed by Chairman Gale pursuant to Board Authority.
    - 3) **Non-Action Item: Statement of Work** between Nebraska Interactive, LLC, the NE State Records Board and the City of Lyons, and the Problem with Gambling Commission. Signed by Chairman Gale Pursuant to Board Authority.
    - 4) **Action Item: Addendum Template (Pin Debit)** between Nebraska Interactive, LLC, the NE State Records Board.
    - 5) **Action Item: Addendum 10 Department of Motor Vehicle (Commercial License Renewal/Replacement)** between Nebraska Interactive, LLC, and the Nebraska State Records Board.
    - 6) **Action Item: Addendum 4 State Patrol (Conceal & Carry Renewal)** between Nebraska Interactive, LLC, and the Nebraska State Records Board.

7) **Action Item: Addendum 2 Board of Geologist (On-line Renewal)** between Nebraska Interactive, LLC and the Nebraska State Records Board.

8. EXECUTIVE DIRECTOR REPORTS

- a) **Action Item:** NSRB Cash Fund Balance update
- b) Tablet update

9. NEBRASKA.GOV REPORTS

- a) **Action Item:** Subscriber fees update
- b) **Action Item:** Project Priority Report
- c) Update regarding signing of new EGSLA's
- d) General Manager's Report

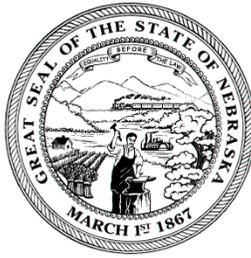
10. DATE FOR NEXT MEETING

March 1, 2017  
9:00 a.m.  
Room 1507  
Nebraska State Capitol

11. ADJOURNMENT

**Action Item:** Move to adjourn

Updated 11/21/2016



## NEBRASKA STATE RECORDS BOARD

### MINUTES

Meeting of September 28, 2016

#### **Agenda Item 1. CALL TO ORDER, ROLL CALL**

The meeting of the Nebraska State Records Board was called to order by Chairman John A. Gale at 9:12 A.M. on September 28, 2016 in Room 1507 of the State Capitol, Lincoln, Nebraska.

A Roll Call was taken. The following Board members were present:

John A. Gale, Secretary of State, State Records Administrator and Chairman;  
Mike Foley, Lt. Governor, representing the Governor;  
Craig Kubicek, representing the Auditor of Public Accounts;  
Tony Ojeda, representing the Insurance Industry;  
Brenda Ealey, representing Libraries;  
Leslie Donley, representing the Attorney General;  
Byron Diamond, Director of Administrative Services;  
Brian Buescher, representing the Legal Profession;  
Don Stenberg, State Treasurer;  
Angela Stenger, representing the Media;  
Crystal Wichita, representing the Banking Industry

Absent: Greg Osborn, representing the General Public

Staff in attendance:

Steven Chase, Executive Director  
Tracy Marshall, Recording Clerk

#### **Agenda Item 2. ANNOUNCEMENT OF NEBRASKA OPEN MEETINGS ACT**

Chairman Gale announced that in accordance with the Nebraska Open Meetings Act, reproducible written materials to be discussed at the open meeting and a copy of the Nebraska Open Meetings Act are located to the left of the public seating area.

#### **Agenda Item 3. NOTICE OF HEARING**

Chairman Gale announced public notice of the meeting was duly published in the Lincoln Journal Star on August 26, 2016, and on the state's website Public Meeting Calendar. The public notice and proof of publication relating to the meeting will be attached to and made a part of the meeting minutes.

#### **Agenda Item 4. ADOPTION OF AGENDA**

Lt. Governor Foley moved to adopt the agenda as presented; seconded by Mr. Diamond.

Voting For:            Buescher            Diamond            Donley            Ealey

	Foley Stenger	Gale Stenberg	Kubicek Wichita	Ojeda
Voting Against:	None			
Absent:	Osborn			

The motion carried.

**Agenda Item 5. APPROVAL OF MINUTES**

Chairman Gale asked for a motion to approve the minutes of the July 13, 2016 meeting. Ms. Ealey moved to approve the minutes; seconded by Ms. Donley.

Voting For:	Buescher Gale	Diamond Kubicek	Donley Stenger	Ealey Stenberg	Foley Wichita
Not Voting	Ojeda				
Voting Against:	None				
Absent:	Osborn				

The motion carried.

**Agenda Item 6. PUBLIC COMMENT**

Chairman Gale asked the members of the audience if anyone wished to come forward to provide public comment on anything other than items listed on the agenda. No audience member indicated a desire to provide public comment.

**Agenda Item 7. CHAIRMAN'S REPORT**

**Agenda Item 7.a. AGREEMENTS & ADDENDA**

**Agenda Item 7.a.1.** Mr. Chase introduced the Electronic Government Service Level Agreements between Nebraska Interactive, LLC, the NE State Records Board, the State Electrical Division, the City of Fairbury, the Department of Health & Human Services, the State Historical Society, Hooker County, the Military Department, the Board of Pardons and the Public Service Commission. Signed by Chairman Gale pursuant to Board Authority.

**Agenda Item 7.a.2.** Mr. Chase introduced Addendum 1 to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the Nebraska State Records Board and the City of Fairbury and Hooker County Treasurer. The Addenda were signed by Chairman Gale pursuant to Board Authority.

**Agenda Item 7.a.3.** Mr. Chase introduced Addendum 2 to the Electronic Government Service Level Agreement between Nebraska Interactive, LLC, the Nebraska State Records Board and the Tourism Commission (Event Registration Management). The Addendum was signed by Chairman Gale pursuant to Board Authority.

**Agenda Item 7.a.4.** Mr. Chase introduced a Statement of Work between Nebraska Interactive, LLC, Board, the Nebraska State Records Board and the Accountability &

Disclosure Commission, the Attorney General, Banking & Finance, the Blind & Visually Impaired, the Deaf & Hard of Hearing Commission, the Education Department-Assistive Technology Partnership, the Electric Division, the Board of Engineers & Architects, the Fire Marshal, the Insurance Department, the Investment Council, the Motor Vehicle Industry Licensing Board, Natural Resources, the Board of Parole, the Professional Practices Commission, the Tax Equalization & Review Commission, and the Volunteer Service Commission (ServeNebraska). The Statement of Work was signed by Chairman Gale pursuant to Board Authority.

**Agenda Item 7.a.5.** Addendum 4 (Conceal and Carry Weapons Permit Renewals) to the Electronic Government Service Level Agreements between Nebraska Interactive, LLC (NI LLC), the Nebraska State Records Board and the Nebraska State Patrol (NSP). Appearing on behalf of the NSP was Attorney David Babcock and researcher Jeff Avey. Also appearing was Brent Hoffman from NI LLC. Because Mr. Babcock needed to leave early, the matter was heard before Action Item 5. The parties presented an Addendum to allow individuals who have been approved to carry concealed weapons to renew permits online by paying a \$50.00 fee along with a \$4.50 user fee.

Mr. Babcock left at 9:30 A.M. Mr. Avey remained to represent the NSP.

Mr. Buescher stated that although he supported the program, he believed the user rate estimate at 30 percent was too low to justify the \$4.50 portal fee. Mr. Buescher motioned for a \$3.00 fee that was seconded by Mr. Stenberg.

The vote for the Mr. Buescher’s motion was as follows:

Voting For:	Buescher	Foley	Kubicek	Stenberg	Stenger
Voting Against:	Diamond	Donley	Ealey	Gale	Wichita
Not Voting	Ojeda				
Absent:	Osborn				

The motion did not pass.

Ms. Donley motioned to accept the addendum as written which was seconded by Ms. Wichita.

The vote for the Ms. Donley’s motion was as follows:

Voting For:	Diamond	Donley	Ealey	Gale	Wichita
Voting Against:	Buescher	Foley	Kubicek	Stenberg	Stenger
Not Voting	Ojeda				
Absent:	Osborn				

The motion did not pass.

Tony Ojeda left at 10:07 A.M. and returned at 10:13 A.M.  
 A break occurred at 10:45 A.M. The meeting resumed at 11:05 A.M.

Mr. Diamond made a subsequent motion to reconsider his vote for the \$3.00 portal fee. Mr. Buescher seconded the motion.

Voting For:	Buescher Kubicek	Diamond Stenger	Ealey Stenberg	Foley	Gale
Voting Against:	Wichita	Ealey			
Not Voting	Ojeda				
Absent:	Osborn				

The motion carried.

Mr. Stenberg made the motion to allow a portal fee of \$3.00. Lt. Governor Foley seconded the motion. Should the NSP and NI LLC agree on the \$3.00 portal fee, Chairman Gale could sign the addendum without further action by the Board. Otherwise, the NSP is free to return and present evidence in support of a higher portal fee.

Voting For:	Buescher Gale	Diamond Kubicek	Donley Stenger	Ealey Stenberg	Foley Wichita
Voting Against:	None				
Not Voting	Ojeda				
Absent:	Osborn				

**Agenda Item 7.a.6.** Addendum 2 (Suite of Services – Inspection Mobile Application & NBC Headquarters Interface & Database) between Nebraska Interactive, LLC, the NE State Records Board and the Brand Committee. John Widdowson, vice chair of the Nebraska Brand Committee (NBC) presented an addendum creating an automated cattle-inspection system requires all users to pay the \$1.00 inspection fee and \$0.06 portal fee. Widdowson stated the fee was within the NBC’s statutory authority and necessary for the NBC to launch the site by July 1, 2017. Although the proposed system did not meet Office of the Chief Information Office (OCIO) requirements, Ed Toner, Chief Information Officer stated the OCIO approved the current project direction under the condition that NI LLC commits to move all devices to Android or an OCIO compliant operating system to coincide with the initial device refresh.

Mr. Stenberg motioned to accept the NBC Addendum, which was seconded by Brian Buescher.

Voting For:	Buescher Gale Wichita	Diamond Kubicek	Donley Ojeda	Ealey Stenger	Foley Stenberg
Voting Against:	None				
Absent:	Osborn				

The motion carried.

**Agenda Item 7.b.** PRICEWATERHOUSECOOPERS ANNUAL AUDIT OF NEBRASKA INTERACTIVE, LLC; DECEMBER 31, 2015 AND 2014: Lt. Governor Foley , as the chair of the finance subcommittee, made a motion to receive the audit and noted the amount earned by NI LLC and the amounts paid to the Nebraska State Records Board Cash Fund in a separate document provided to the Board. The motion was seconded by Mr. Ojeda.

Voting For: Buescher Diamond Donley Ealey Foley  
Gale Kubicek Ojeda Stenger Stenberg  
Wichita

Voting Against: None

Absent: Osborn

The motion carried.

**Agenda Item 8. Executive Director’s Report**

**Agenda Item 8.a.** Cash Fund Balance update: The Cash Fund Balance is not reported for this meeting because the third quarter is not complete and will be reported at the next meeting on December 7, 2016. In the next Cash Fund Balance will include the ECM balance of \$5,795.99.

**Agenda Item 8.b.** Tablets: The Executive Director acquired a Dell Venue 8 Pro 5855 tablet through the OCIO on a trial basis and was used at the meeting.

**Agenda Item 8.c.** As of September 15, 2016, the Board received 19 grant requests totaling \$391,281.00. Chairman Gale noted that the number of applications verified that there is an interest for the grant program when funding is available. Lt. Governor Foley made a motion on behalf of Governor Ricketts that all grant programs of all boards and commissions be suspended in light of state budgetary needs. The Board would also follow the advice of the counsel for the Department of Administrative Services on whether existing applications would be denied or retained for further consideration. Lt. Governor Foley Motion was seconded by Mr. Stenberg.

Voting For: Buescher Diamond Donley Ealey Foley  
Gale Kubicek Ojeda Stenger Stenberg  
Wichita

Voting Against: None

Absent: Osborn

The motion carried.

**Agenda Item 8.d.** Technical Advisory Committee: Because the grant program was suspended, the Board requested that the Technical Advisory Meeting set on October 12,

2016, is cancelled.

**Agenda Item 9. Nebraska.gov Reports**

**Agenda Item 9.a. Website Content Fees.** Mr. Brent Hoffman of NI LLC requested that it be allowed to increase its subscriber fees from \$50.00 per 10 users to \$95.00 per 10 users to support additional customer services, such as online help and live telephone help. Mr. Buescher and Mr. Ojeda stated that they would not be supportive of the fee request as presented, but recommend providing information on revenue impact, specific details on how NI LLC would use the increase income, and what users (one-time users versus frequent users) would be affected by the increase.

Ms. Donley made a motion to table the fee request to the next meeting; which was seconded by Mr. Ojeda.

**Agenda Item 9.b. Project Priority Report**

Mr. Hoffman was joined by Carmen Easley from Nebraska Interactive LLC. Both Ms. Easley and Mr. Hoffman explained the project priority system was created, ranked, and implemented. Mr. Toner indicated that the program priority system has been reviewed and approved by the OCIO and would continue to suggest modifications to the system. Mr. Hoffman indicated that it would provide an updated version of the report by the December 7, 2016 meeting.

Mr. Stenberg made the motion to approve the Project Priority report, seconded by Ms. Wichita.

Voting For:	Buescher	Diamond	Donley	Ealey	Foley
	Gale	Kubicek	Ojeda	Stenger	Stenberg
	Wichita				

Voting Against: None

Absent: Osborn

Mr. Buescher exited the meeting at 12:30 P.M and returned at 12:35 P.M.

**Agenda Item 9.c.** Update regarding signing of new EGLA’s. Mr. Hoffman stated that almost all the state agencies have signed the agreements. Mr. Hoffman also expects that the state agencies should be completed soon and the next wave of agreements from the counties will be executed in the next few months.

**Agenda Item 9.d.** General Manager’s Report. Mr. Hoffman indicated the documents provided to the board can be reviewed by the Board which includes enhancements to its offices in Lincoln, Nebraska and increasing staff as a result in the increase of projects.

**Agenda Item 10. DATE FOR NEXT MEETING**

Chairman Gale announced the next NE State Records Board meeting will be held on December 7, 2016, at 9:00 a.m., in Room 1507 of the State Capitol.

**Agenda Item 11. ADJOURNMENT**

Mr. Stenberg moved to adjourn the meeting. All members present signified their agreement

by saying “aye”. Chairman Gale declared the meeting adjourned at 12:47 P.M.

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John A. Gale  
Secretary of State  
State Records Administrator  
Chairman, State Records Board

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Date

## Summary List Electronic Government Service Level Agreements

Nebraska.gov submits these signed Electronic Government Service Level Agreements to the Board. The agreements use the approved template, and replace the original Interagency Agreements signed between these agencies and the Nebraska State Records Board. No action necessary.

<u>New EGSLA</u>	<u>NSRB Chairman Signature</u>
Beaver Crossing, Village of	09/30/2016
Brainard, Village of	10/28/2016
Douglas, Village of	09/30/2016
Education, Department of	10/25/2016
Fairmont, Village of	09/30/2016
Harlan County Health Systems	09/30/2016
Industrial Relations Commission	09/14/2016
Saint Edward, City of	10/28/2016
Waverly, City of	11/09/2016

**Electronic Government Service Level Agreement  
with  
<Partner Name>**

This Agreement is made by and among Nebraska Interactive, LLC, a Nebraska Limited Liability Company (“Manager”), the Nebraska State Records Board (the “NSRB”), and <Partner Name>, a state governmental entity or political subdivision of Nebraska (“Partner”), and memorializes modifications to the Master Contract effective April 1, 2016.

This Agreement is subordinate to the State of Nebraska Contract between NSRB and Manager to operate and manage the Nebraska.gov Portal (the “Master Contract”) and is subject to all terms and conditions therein.

WHEREAS, Partner is a state governmental entity or political subdivision of Nebraska that desires to utilize the Master Contract; and

WHEREAS, Manager desires to extend Master Contract services to Partner.

NOW, THEREFORE, in consideration of the mutual conditions, covenants, and premises contained in this Agreement, the parties agree as follows:

- 1) PURPOSE – The purpose of this Agreement is to grant Manager the access and authority to provide services permitted by the Master Contract and electronically collect data for the purpose of providing digital services, which may include interface and database development, application development and support, Electronic Services for payment processing, payment processing hardware and support and other services permitted by the Master Contract, and to set forth conditions and responsibilities associated with said services. Any desired services and associated charges or fees will be set forth in an addendum to this Agreement; *provided, however*, to the extent the parties desire for Manager to provide services to Partner on a time and materials basis, the parties hereto will execute a separate Statement of Work for such services.
- 2) APPLICATION SUPPORT
  - a) Manager agrees to provide support to users who require access to an online service set forth in an addendum to this Agreement. Such support shall include answering user questions and addressing problems related to screen or report formats, codes, abbreviations, billing policy, error messages, problems and other access concerns.
  - b) It is agreed that the Partner will be responsible for answering all user questions related to the Partner’s business processes, as well as the Partner’s rules and regulations, policies and procedures applicable to an addendum to this Agreement.
  - c) Manager agrees to participate in any and all meetings that the Partner identifies as necessary in order for Manager to provide a high level of customer support. The Partner agrees to supply Manager with all information necessary so that Manager can assist user as indicated above.

- d) The Partner agrees to grant access to information necessary for Manager to perform updates or maintenance for electronic access to public records for services set forth in addendums related to this Agreement.
  - e) The Partner agrees to update and keep Manager informed on substantive changes in the law relating to electronic services provided by Manager.
- 3) CHANGES IN PORTAL – Both parties will provide thirty (30) days written notice of any planned, material changes in Portal operations affecting the Partner’s online service, unless otherwise agreed to by both parties. A “material change” is defined as a change that adds to the complexity of an application or diminishes the services provided. These changes will include, but are not limited to file format changes, changes in data transfer and retrieval procedures, application coding changes, URL migrations and interface content changes.
- 4) PARTNER FEES – Partner is responsible for correctly calculating any Partner fees and providing those fee calculations to Manager. Manager will not assume liability for Partner application fee miscalculations that have been approved by the Partner as functionally correct. Also, Manager will not assume liability for Partner fee miscalculations due to system errors not caused by any act or omission on the part of Manager.
- 5) TECHNOLOGY STANDARD – Manager agrees to comply with all published Nebraska Information Technology Commission (NITC) standards. NITC standards are available at <http://nitc.ne.gov/standards/>
- 6) CONFIDENTIALITY – All materials and information provided by the Partner or acquired by the Manager on behalf of the Partner shall be regarded as confidential information and treated as described in Section OO of Addendum One of the Master Contract. All materials and information provided by the Partner or acquired by the Manager on behalf of the Partner shall be handled in accordance with Federal and State Law. The Manager shall treat, and shall require that its agents, employees, affiliates, parent company, and subcontractors treat such materials or information as confidential, as required by Federal and State Law. The Manager shall not be responsible for treatment contrary to State and Federal Law by the State, any agency, members of the public, or others not under the control of Manager.
- 7) AGREEMENT REPRESENTATIVES AND NOTICES – All matters relating to this Agreement shall be directed to the following persons. These designations may be changed following written notice from each party to the other party to this Agreement.

Mailing address: <Partner Name (agency) and Title>  
<Partner Address>  
<Partner City, State, Zip Code>  
Phone: <Contact Phone>  
Fax: <Contact Fax>  
Email: <Contact Email>

Mailing Address: General Manager/Portal Manager  
301 S 13, Suite 301  
Lincoln, NE 68508  
Phone: 402 471 7810

Fax: 402-471-7817  
Email: [ne-general-manager@nicusa.com](mailto:ne-general-manager@nicusa.com)

Mailing Address: Secretary of State  
1445 K Street, Suite 2300  
Lincoln, NE 68509  
Phone: 402-471-1572  
Fax: 402-471-3237

8) TERMINATION OF CONTRACT –

- a) Either Partner or the Manager shall have the right to terminate this Agreement or any addendum, for cause, subject to cure, by providing written notice of termination, to the other parties. Such notice shall specify the “for cause” reason, including citation to any specific provision of this Agreement, which gives rise to the notice and shall specify action that can be taken by the other party to avoid termination of the Agreement or any addendum. A reasonable period of time of not less than sixty (60) days shall be given to cure, unless as otherwise agreed to by the parties.

For purposes of this Agreement, the phrase “for cause” shall mean any material breach by any party to this Agreement of the terms or conditions of this Agreement and any addendum.

In any instance of material breach by any party to this Agreement, the rights to pursue any and all remedies are available to the parties under the State Contract Claims Act.

- b) At the option of the Manager and with thirty (30) days advance written notice to the Partner and NSRB, the Manager may terminate an addendum to this Agreement for a particular service if:
- i) There is insufficient interest in such service as demonstrated by low use and inadequate funding; or
  - ii) There is a continuing failure by the Partner to update and make necessary information available to Manager as required by this agreement.

9) TERM OF AGREEMENT – This Agreement shall commence on the date of execution by all parties and shall be co-terminal with the Master Contract and any extensions or renewals thereof, unless earlier terminated in accordance with the terms of this Agreement.

10) RELATIONSHIP OF PARTIES – Notwithstanding any other provisions contained herein, it is expressly agreed that Manager is an Independent Contractor in the performance of each and every part of this Agreement and not an agent or employee of the NSRB or the Partner.

11) CHANGES, MODIFICATIONS OR AMENDMENTS – This Agreement may be changed, modified or amended at any time by an instrument in writing signed by the NSRB, Manager and the Partner.

12) MARKETING – Partner may provide reasonable marketing space in its publications (if and/or when such exists) at no charge, to allow promotion of Manager or its services.

13) EXHIBIT SPACE – The Partner may provide NSRB or Manager complimentary exhibit space and/or speaker time at any appropriate conventions and/or seminars, which Partner may host (if and/or when such exist).

14) ELECTRONIC SERVICES FOR PAYMENT PROCESSING (if applicable)

a) INTERFACE AND DATABASE DEVELOPMENT – Upon execution of an addendum to this Agreement, Manager will provide access to its customer friendly interface to accept and complete user Electronic Payments and provide appropriate reporting to the Partner offices. Manager will provide online access to the Partner to view transactions for any particular day or cumulative timeframe and their subsequent status via the Internet.

b) SWIPE HARDWARE PROVISION AND SUPPORT

i) To the extent permitted by applicable law, scope of the Master Contract, and NSRB policy, if the Partner would like for Manager to provide swipe hardware, the parties shall agree in an Addendum the details of the swipe hardware to be provided, and whether or not the swipe hardware provided will be paid for and owned by Partner or Manager. Manager shall provide hardware support for payment processing service cards and/or swipe hardware, if such hardware is used by Partner and if it has been obtained through Manager. Such support shall be directed to answering Partner questions and resolving problems related to installation, use of the check/card swipe hardware, codes, abbreviations, and error messages.

ii) Manager shall repair or replace any defective card swipe hardware owned by Manager and provided to Partner under this Agreement. If required, replacement card swipe hardware will be shipped to arrive within two business days.

iii) Manager agrees to participate in all meetings that the Partner identifies as necessary in order for Manager to provide hardware Service support. Partner agrees to supply Manager with all information necessary (within Partner's control) to aid Manager to assist Partner staff users at the Service hardware support level agreed above.

c) COSTS AND COMPUTER SYSTEMS FOR ELECTRONIC PAYMENT – Manager shall be responsible for all costs in supplying electronic payment reports and payment transaction confirmation numbers to the user. This includes the cost for Manager's interface with the Partner's system in order to provide such electronic payment reports and user payment transaction confirmation number. Such system shall:

i) Supply the payment confirmation number to the user in an understandable and logical format acceptable to the Partner;

ii) Supply reports to the Partner in an understandable and logical format; and

iii) Manager's interface with the Partner's system will be tested against functional criteria across multiple operating system devices and browsers and 508 accessibility standards, reviewed by Manager and Partner, and finally approved by the designated Partner before it is offered to the user.

- d) ONLINE CARD SECURITY – To the extent applicable, each of the parties shall be required to comply at all times with the Payment Card Industry Data Security Standard Program (“PCI-DSS”) in effect and as may be amended from time to time during the term of this Agreement. The parties acknowledge that each party is responsible for the security of cardholder data in its possession. The parties agree to maintain a list of which PCI DSS requirements are managed by Manager and which requirements are the responsibility of Partner. If Partner operates swipe hardware, Partner shall be responsible for compliance with PCI DSS version 3.1 and any more current versions regarding the swipe hardware, including, but not limited to, the maintenance, inspection, and training obligations set forth in PCI DSS Requirement 9.9.
- e) PAYMENT OF FEES – Users of payment services set forth in an addendum to this Agreement will have several payment methods provided by Manager. The following outlines the Agreement for these payment methods.
  - i) Credit Card and Electronic Check Payments through State-Selected Processor— Partner funds collected through the Portal shall be deposited by the credit card, debit card and other electronic payment processor selected by the State Treasurer and Director of Administrative Services directly into a state or national bank account selected by the State Treasurer. The State Treasurer shall designate the acquirer financial institution. Any Portal Fee collected for a Partner service through the Portal, shall be deposited directly in an account selected by the State Treasurer and disbursed from the State’s distributive account to the Manager within 3 business days.
  - ii) Credit Card and Electronic Check Payments through Manager-Selected Processor – If the Partner is a political subdivision that does not elect to use the processor selected by the State Treasurer and Director of Administrative Services, this Section 14(e)(ii) shall apply in lieu of Section 14(e)(i): Manager may use its direct contract with a processor to process such funds and deposit funds in Manager’s bank account. Political subdivision funds will be disbursed to the appropriate Partner bank account within three (3) business days of Manager receiving such funds. Manager shall provide Partner a detailed accounting report (with sensitive identifying information removed) showing all receipts and disbursements described in this section.
  - iii) Return/Chargeback – In the event a return/chargeback is received, user may incur an additional \$15.00 charge by Manager for the recovery of the handling and processing of these returns/chargebacks. The amount charged by Manager for the recovery of the handling and processing of these returns/chargebacks is subject to change without notification to the Partner. Manager will provide online access to a report to the Partner detailing all returns/chargebacks and reasons for the returns/chargebacks on each business day.
  - iv) Refunds – Refunds (funds credited back to the customer) will be initiated by the Partner up to the amount of the statutory or other fee due to the Partner based on the method provided to the Partner by the Manager. Online fees are non-refundable. Refunds will be deducted from future Partner disbursements based on the transaction date of the refund.

- v) Credit Card Chargebacks – Manager will be responsible for the initial handling and recovery of all monies associated with chargebacks. In the event the Manager is unable to collect funds within sixty (60) days from receipt of notice, chargeback will be deducted from a future Partner disbursement from the Treasurer or Manager. Partner will then be responsible for any business process needed to recover funds for chargebacks.
  - vi) Check Returns – Returned checks will deduct from future Partner Disbursement at the time the return is processed from the Treasurer or Manager. The Partner will be responsible for collection of any returned checks due to insufficient funds, closed accounts, etc.
  - vii) Fees – Manager will be responsible for all electronic check processing fees, all credit card merchant account fees and chargeback account fees for the Manager merchant ID and for the Partner merchant ID unless otherwise set forth in an addendum to this Agreement.
  - viii) Subscription Services – When Manager is providing subscriber services, such services will be provided in accordance with terms and conditions set forth in the Master Contract Addendum 2 Section IV, Y.1(c) – CUSTOMER PAYMENT PROCESSING REQUIREMENTS, and any amendments.
  - f) RECORDS AND FINANCES – All Manager’s documents and records relating to Electronic Payment transactions made via the Manager payment processing service shall be available for inspection and auditing in accordance with the Audit Requirements section of the Master Contract.
- 15) EXISTING SERVICES – All addendums for existing services between Manager and Partner in full force and effect as of one day prior to the effective date of the Master Contract shall remain in full force and effect under this new agreement until such time as they are cancelled, terminated, or amended in accordance with the terms of this agreement or expire under their own terms and shall be considered addendums to this new agreement.
- 16) ENTIRE AGREEMENT – This Agreement constitutes the complete and exclusive statement of the agreement between the parties hereto and supersedes all other prior written or oral contracts between the parties with respect to the subject matter hereof.
- 17) GOVERNING LAW – This Agreement shall be governed in all respects by the laws and statutes of the State of Nebraska.
- 18) SEVERABILITY – If any term or condition of the Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- 19) ORDER OF PRECEDENCE – In the event of an inconsistency between the documents of this Agreement, the inconsistency will be resolved by giving precedence in the order indicated to the following:
- a. Any amendments to the Master Contract



## **Local List PayPort Payments Addenda**

Nebraska.gov submits these signed Addenda to the Electronic Government Service Level Agreements to the Board. The agreements are for the PayPort Payment online application provided by Nebraska.gov, and use the approved template. No action necessary.

### **New PayPort Addenda**

### **NSRB Chairman Signature**

Beaver Crossing, Village of	Addendum 1	09/30/2016
Brainard, City of	Addendum 1	10/28/2016
Douglas, Village of	Addendum 1	09/30/2016
Harlan County Health Systems	Addendum 1	09/30/2016
Waverly, City of	Addendum 1	10/28/2016

**Addendum <Number> to the  
Electronic Government Service Level Agreement Between  
Nebraska Interactive, LLC,  
[Partner],  
and  
Nebraska State Records Board**

This Addendum <Number> to the Electronic Government Service Level Agreement (“EGSLA”) made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and [Partner] sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The (Partner) has authority to assess and collect the fees described herein.

**Project:** [Service Title] for [Partner]

**Revenue Type:** Instant Access

**Implementation:** (Year)

Service	[Partner] Fee	Nebraska.gov Portal Fee	NSRB Share
<b>(Service Name) Electronic Check</b>	Full statutory/assessed fee charged by Partner	\$x.xx	10% of Nebraska.gov Portal Fee
<b>(Service Name) Credit Card</b>	Full statutory/assessed fee charged by Partner	x.xx% + \$x.xx	10% of Nebraska.gov Portal Fee

**Payment Processing:** Nebraska.gov will provide electronic services for payment processing in accordance with Section 14 of the EGSLA through one of the following processors (check one):

- State-Selected Processor
- Nebraska.gov-Selected Processor
- Not Applicable

[OPTIONAL PROVISION] **Swipe Hardware Provision:** Swipe Hardware will be serviced and maintained by Nebraska.gov in accordance with Section 14(b) of the EGSLA and provided as follows (check one):

- Nebraska.gov purchases XX swipe devices of make/model
- Partner purchases XX swipe devices of make/model
- Not applicable

**Security:** Nebraska.gov security provisions are found at [nebraska.gov/securitypolicy.html](http://nebraska.gov/securitypolicy.html)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
General Manager – Brent Hoffman  
Nebraska Interactive, LLC

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman – Secretary of State John Gale  
Nebraska State Records Board

By: \_\_\_\_\_ Date: \_\_\_\_\_  
<Authorized Person Title/Office>-<Printed Name >

**Summary**  
**Nebraska City and County Government**  
**Blanket Addendum**

**Project: PayPort**

This addendum covers all fees related to the collection of fees for PayPort.

**Current Process:**

PayPort is a service that was developed and has been in use by city and county government offices. Since this service was built so additional offices can be added at any time, a blanket addendum was approved by the Nebraska State Records Board.

**Project Overview/Proposal:**

New users since the last meeting include:

- Beaver Crossing, Village of
- Brainard, Village of
- Douglas, Village of
- Harlan County Health System
- Waverly, City of

**Market Potential/Target Audience:**

The market potential for this service is anyone that needs to pay fees owed to local government. PayPort offers the option for people to use a credit card when making a payment.

**Information on what the fee presented is based upon:**

This is a service fee that is unique, in that other vendors are offering ways to collect online payments. In order to be competitive, we set a rate of 2.49% for credit cards and \$1.75 for ACH. A blanket addendum was approved by the Nebraska State Records Board.

**Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:**

The anticipated volume is not easily predicted. This is not a mandatory service. There are other options available to the customer.

Services that can be paid using this system may include licenses, swimming pool passes, hall rental fees, utilities and motor vehicle titles.

**Expected rate of return over a period of time:**

The service continues to expand and offer new options. This involves continued development, testing and training. Customer service is always provided to the users.

The expected rate is not able to be estimated at this time. There are always fees that will be incurred with operating the online service.

**NI's investment in this application (any costs incurred):**

There was an initial investment to get the service ready to use. There is time spent to set up the service for new offices, including testing and training. There are additional, ongoing fees for running online applications such as customer service, security, back up servers, etc.

**NI's risk in providing this application:**

Anytime a transaction is completed online, there is a certain element of risk. NI provides the money to the partner, at times prior to receipt of that money. If there are any returns, NI has to research and gain those funds back from the partner.

## **Summary List Statement of Work**

Nebraska.gov submits these signed Statement of Works (SOW) to the Board. The agreements are Time & Materials services provided by the Portal and use the approved template. No action necessary.

### **NEW STATEMENT OF WORK**

### **NSRB Chairman Signature**

Lyons, City of	Meadowlark Website	10/25/2016
Problem Gambling Commission	Meadowlark Website	11/18/2016

## Statement of Work

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### New City of Lyons, Nebraska Meadowlark Website

#### The City of Lyons

Manager: Nebraska Interactive, LLC

Project Manager: Ashly Eickmeier

Date: 10/11/2016

This Statement of Work ("SOW") is issued pursuant to the State of Nebraska Contract 69584-04 between the Nebraska State Records Board ("NSRB") and Nebraska Interactive, LLC ("the Master Contract") and is subordinate to and subject to all terms and conditions therein.

## 1 Introduction

### Nebraska.gov Information

Because of our 20+ year history with the State, Nebraska.gov is also referred to as Nebraska Interactive, NI, NOL, Nebrask@ Online, Portal, Portal Manager, Manager, and Network Manager.

#### Executive Sponsor:

General Manager, Brent Hoffman

#### Support Contact Information:

Email: [ne-support@nicusa.com](mailto:ne-support@nicusa.com)

Phone: 402-471-7810

Fax: 402-471-7817

## Partner Information

### Partner Description

Lyons is a small community located in northwestern Burt County along Highway 77 between Fremont, Nebraska and Sioux City, Iowa. They are committed to serving its residents and welcoming new people to raise their families there.

- Population: 814 (2013)
- Incorporated: April 1884
- Size: 442 acres

### Partner Executive Sponsor

Andrew R. Fuston (Mayor)

402- 687-2485

[cityoflyons@yahoo.com](mailto:cityoflyons@yahoo.com)

### Partner Project Manager Contact

Mary Lou Ritter

402-687-2485

[lyonsclerk@abbnebraska.com](mailto:lyonsclerk@abbnebraska.com)

### Partner Billing Contact

Mary Lou Ritter

402-687-2485

[lyonsclerk@abbnebraska.com](mailto:lyonsclerk@abbnebraska.com)

## 2 Project Overview

### 2.1 Objectives

Nebraska Interactive will build a fully responsive, 508 compliant, redesigned website for the Partner. The new website will be built in Meadowlark, to allow for a more flexible user friendly way for the Partner to manage and maintain the website.

### 2.2 Scope

#### 2.2.1 Inclusions

- Nebraska Interactive will move the Partner website from their current "webs" content management system, which limits the number of pages they can create, to Meadowlark.
- The URL for the new website will be <https://lyonscity.nebraska.gov>
- Nebraska Interactive will redesign Partner website to be responsive.
- Nebraska Interactive will provide the Partner with two mockups of website design layouts
- The Partner will choose a mockup (allowing for time for Nebraska Interactive to make revisions).
- Once a mockup is approved, Nebraska Interactive will begin building the new Partner website.
- The Partner's Meadowlark website may include any of the following features:
  - Custom website permissions to allow website managers varying roles
  - Built-in calendar
  - Press release feed and built-in archive
  - Easy to use WYSIWYG site editor
  - Simple file and image upload tools
  - Gallery and/or slider
  - Google Translate to translate text on website
  - Monthly Google Analytics Reports
  - Broken link report
- Nebraska Interactive will help with content mapping. NI will build a sitemap to help the Partner organize its new website and visualize the overall flow.
- Nebraska Interactive will implement Search Engine Optimization (SEO) on the pages that Nebraska Interactive builds on the new site.
- The Partner will provide Nebraska Interactive with the content for the website.
- Nebraska Interactive will build all website pages as well as add documents and images.
- Nebraska Interactive anticipates that there will be 15 web pages on the new City of Lyons website.
  - Total anticipated hours Nebraska Interactive will spend on the project: 42 hours
    - Design phase – 20 hours
    - Content Phase – 1 hours
    - Development Phase – 21 hours
- The Partner will review the overall status of the project as Nebraska Interactive adds content to the website.
- Nebraska Interactive will complete quality assurance testing on the website before launching to ensure that the website is 508 compliant, works on multiple devices, and multiple browsers.
- Nebraska Interactive will provide an hour of training to the Partner staff members that will be managing the new website before launching the new website.
- Nebraska Interactive will work with the Partner to schedule a launch date and time for the new website as well as redirect the old website to the new.

#### 2.2.2 Exclusions

- Nebraska Interactive will not write, edit, proof, or draft any website content (text) for the new Partner website.

- If the Partner requests Nebraska Interactive to make any website changes after the launch of the new website, Nebraska Interactive will bill the Partner for the time spent.
- The Partner will not be able to create their own custom module for the website.
- The Partner will not install or update Drupal modules on the website.

## 2.3 Terminology

When used herein, capitalized words shall have the respective meanings set forth below:

- 2.3.1 **Must** – The function or referenced object has to meet the desired outcome outlined in this project.
- 2.3.2 **Should** – 1) The desired function or referenced object may create a favorable environment if achieved but is not required. 2) An opinion based on the assumptions made by the creator of the function or referenced object.
- 2.3.3 **Credentials** – The required security information to access the application
- 2.3.4 **User** – Any member of the general public
- 2.3.5 **Data Store** – An organized collection of information
- 2.3.6 **Published** – Information sent directly to a Web site viewable to the general public
- 2.3.7 **Administrator** – staff member of Nebraska.gov

## 2.4 Assumptions

- 2.4.1 Partner Director or Head approves of the project and is prepared to provide feedback and input when needed.
- 2.4.2 All Partner key stakeholders will attend needed meetings and provide timely feedback and input on the project throughout all phases.
- 2.4.3 Partner will provide Nebraska Interactive with the requirements of the new site.
- 2.4.4 Partner will provide Nebraska Interactive with content; language and text for the new site.
- 2.4.5 Nebraska Interactive will communicate the running total of hours that has been spent on the project to date in bi-weekly project status reports sent via email to key stakeholders.
- 2.4.6 Nebraska Interactive will communicate remaining steps to finish project with the Partner in the bi-weekly project status reports sent via email to key stakeholders.
- 2.4.7 Nebraska Interactive and Partner must agree on a scheduled launch date.
- 2.4.8 This Statement of Work is an overall project hour estimate.
- 2.4.9 See section 2.2 for full project scope.

## 2.5 Constraints

- 2.5.1 Partner/Partner workload
- 2.5.2 Change(s) in staff
- 2.5.3 Change(s) in project scope

**2.6 Milestones**

**2.6.1 Design Phase**

2.6.1.1 Target completion date: 2/10/2017

**2.6.2 Content Phase**

2.6.2.1 Target completion date: 2/20/2017

**2.6.3 Development Phase**

2.6.3.1 Target completion and launch date: 3/20/2017

### 3 Requirements

The following sections constitute all application requirements. It is understood that the application will be developed in accordance with these requirements using industry standards.

After development has been completed each requirement will be included in a comprehensive testing plan for purposes of quality assurance. All members of the "Project Team" will be responsible for executing the testing plan in accordance with these requirements.

Any omission or change in requirements after execution of this SOW has occurred must be reviewed and approved by the project team and could cause delays in the project timeline.

### 4 Terms and Conditions

Partner and Manager agree to the following terms and conditions:

#### 4.1 Confidentiality

All materials and information provided by the Partner to Manager or acquired by the Manager on behalf of the Partner shall be regarded as confidential information and treated as described in Section OO of Addendum One of the Master Contract and handled in accordance with Federal and State Law. The Manager shall treat, and shall require that its agents, employees, affiliates, parent company, and subcontractors treat such materials or information as confidential. The Manager shall not be responsible for the acts or omissions of the State, any Partner, members of the public, or others not under the control of Manager.

#### 4.2 SOW Representatives and Notices

All matters relating to this SOW shall be directed to the following persons. These designations may be changed following written notice from each party to the other party to this SOW.

Mailing address: Andrew R. Fuston -- City of Lyons  
335 Main Street  
PO Box 598  
Lyons, NE 68038-0598  
Phone: 402-687-2485  
Fax: 402-687-4112  
Email: cityoflyons@yahoo.com

Mailing Address: General Manager/Network Manager  
301 S 13, Suite 301  
Lincoln, NE 68508  
Phone: 402-471-7810  
Fax: 402-471-7817  
Email: ne-general-manager@nicusa.com

Mailing Address: Nebraska State Records Board  
Secretary of State  
1445 K Street, Suite 2300  
Lincoln, NE 68509  
Phone: 402-471-1572  
Fax: 402-471-3237

#### 4.3 Termination of SOW

**4.3.1** Either Partner or Manager may terminate this SOW for cause, subject to cure, by providing written notice of termination, to the other parties. Such notice shall specify the "for cause" reason, including citation to any specific provision of this SOW, which gives rise to the notice and shall specify action that can be taken by the other party to avoid termination of the SOW or any addendum. A reasonable period of time of not less than thirty (30) days shall be given to cure, unless as otherwise agreed to by the parties. For purposes of this SOW, the phrase "for cause" shall mean any material breach by any party to this SOW of the terms or conditions of this SOW.

**4.3.2** Either Partner or Manager may terminate this SOW for convenience by giving 30 days' prior written notice to the other party.

#### 4.4 Term of SOW

This SOW shall commence on the date of execution by all parties and shall be co-terminal with the Master Contract and any extensions or renewals or replacements thereof, unless earlier terminated in accordance with the terms of this SOW.

#### 4.5 Relationship of Parties

Notwithstanding any other provisions contained herein, it is expressly agreed that Manager is an Independent Contractor in the performance of each and every part of this SOW and not an agent or employee of the Partner.

#### 4.6 Changes, Modifications or Amendments

This SOW may be changed, modified or amended at any time by an instrument in writing signed by the Manager, NSRB, and the Partner.

#### 4.7 Entire Agreement

This SOW constitutes the complete and exclusive statement of the agreement between the parties hereto and supersedes all other prior written or oral contracts between the parties with respect to the subject matter hereof.

#### 4.8 Governing Law

This SOW shall be governed in all respects by the laws and statutes of the State of Nebraska.

#### 4.9 Severability

If any term or condition of the SOW is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the SOW did not contain the particular provision held to be invalid.

#### 4.10 Order of Precedence

In the event of an inconsistency between the documents of this SOW, the inconsistency will be resolved by giving precedence in the order indicated to the following:

- a. Any amendments to the Master Contract
- b. The Master Contract
- c. An amendment to this SOW
- d. This SOW

**4 Invoicing and Payment**

	Project Type	Hours Estimate	Cost Estimate
1	Design and Development of new Website (Details in section 2.2.1)	42 hours	\$3,360.00 <i>One-time fee</i>
2	Annual Maintenance (Does not include Content Management Requests)	N/A	\$672.00/year <i>(20% of total time and materials fees paid from row 1 above)</i>  Billed on the anniversary date of website launch.
3	Content Management Requests (Not Included in Annual Maintenance)	Per Request	\$80/hour billed by the quarter hour

Manager agrees to provide services on a time and material basis in accordance with the rates provided in Form A.2 of Manager's Response to RFP 4877 Z1 in the Master Contract, or as amended by the Parties and approved by NSRB. In addition, Partner will pay an annual maintenance charge associated with the application developed hereunder, in an amount equal to 20% of the total time and materials fees paid pursuant to this SOW, as compensation for maintenance services to ensure the application or service developed under this SOW runs correctly in the hosted network environment, including testing, partner and customer support, IT troubleshooting assistance and bug resolution arising out of or related to the network environment. Applications or services not included within maintenance services are modifications or additions that materially change the utility, efficiency, or functional capability of the applications or services developed. Manager shall submit invoices for payment to Partner with sufficient detail to support payment on a monthly basis, in accordance with Section II in Addendum One of the Master Contract. Partner shall pay invoices within 30 days, and otherwise in accordance with Section HH of Addendum One of the Master Contract.

**5 Signatures**

Approval of the SOW indicates an understanding of the purpose and content described in this SOW. By signing this SOW, each individual agrees work should be initiated on this project and necessary resources should be committed as described herein.

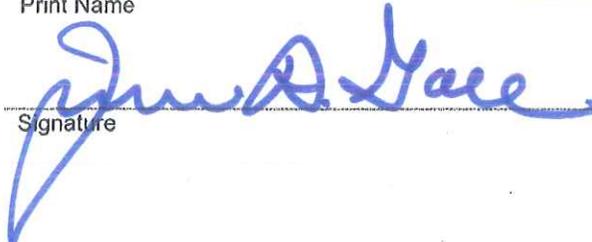
Nebraska Interactive, LLC  
Authorized Party

Brent A Hoffman  
Print Name

 10/16/16  
Signature Date

Nebraska State Records Board  
Secretary of State John Gale, Chairman

John A. Gale  
Print Name

 10/25/16  
Signature Date

City of Lyons  
Authorized Party

Andrew R. Fuston  
Print Name

 10-13-16  
Signature Date

## Statement of Work

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### New Nebraska Commission on Problem Gambling (Nebraska Gamblers Assistance Program) Meadowlark Website

### Nebraska Commission on Problem Gambling (NCPG)

Manager: Nebraska Interactive, LLC  
Project Manager: Ashly Eickmeier  
Date: 10/11/2016

This Statement of Work ("SOW") is issued pursuant to the State of Nebraska Contract 69584-O4 between the Nebraska State Records Board ("NSRB") and Nebraska Interactive, LLC ("the Master Contract") and is subordinate to and subject to all terms and conditions therein.

## 1 Introduction

### Nebraska.gov Information

Because of our 20+ year history with the State, Nebraska.gov is also referred to as Nebraska Interactive, NI, NOL, Nebrask@ Online, Portal, Portal Manager, Manager, and Network Manager.

#### Executive Sponsor:

General Manager, Brent Hoffman

#### Support Contact Information:

Email: [ne-support@nicusa.com](mailto:ne-support@nicusa.com)

Phone: 402-471-7810

Fax: 402-471-7817

## Partner Information

### Partner Description

The Nebraska Commission on Problem Gambling's mission is to reduce the negative impact of problem gambling in Nebraska through implementation of effective, outcome-driven education and treatment services for Nebraska residents and their families.

- Develop guidelines and standards for the operation of the Gamblers Assistance Program
- Direct distribution and disbursement of money in the Compulsive Gamblers Assistance Fund (CGAF)
- Develop standards to:
  - Train and certify problem gambling counselors
  - Evaluate and approve counselor applications
  - Review and advise the Governor and the Nebraska Legislature regarding evaluation data
  - Oversee and authorize the use of funds for treatment, education and prevention regarding problem gambling
- Engage in other activities it finds necessary to carry out the duties defined by the Nebraska Legislature with the passage of LB 6 in 2013

### Partner Executive Sponsor

David Geier

402- 471-4450

[david.geier@nebraska.gov](mailto:david.geier@nebraska.gov)

### Partner Project Manager Contact

Anne McCollister

402-471-4451

[anne.mccollister@nebraska.gov](mailto:anne.mccollister@nebraska.gov)

### Partner Billing Contact

David Geier

402- 471-4450

[david.geier@nebraska.gov](mailto:david.geier@nebraska.gov)

## 2 Project Overview

### 2.1 Objectives

Nebraska Interactive will build a fully responsive, 508 compliant, redesigned website for the Partner in Meadowlark.

### 2.2 Scope

#### 2.2.1 Inclusions

- The Nebraska Commission on Problem Gambling website is currently built in Meadowlark (Drupal) <https://problemgambling.nebraska.gov/>.
- The website URL will remain the same (<https://problemgambling.nebraska.gov/>).
- Nebraska Interactive will create and build a new design and template for the site.
- Nebraska Interactive will redesign Partner website to be responsive.
- Nebraska Interactive will provide the Partner with two mockups of website design layouts
- The Partner will choose a mockup (allowing for time for Nebraska Interactive to make revisions).
- Once a mockup is approved, Nebraska Interactive will begin building the new Partner website.
- The Partner's Meadowlark website may include any of the following features:
  - Custom website permissions to allow website managers varying roles
  - Built-in calendar
  - Press release feed and built-in archive
  - Easy to use WYSIWYG site editor
  - Simple file and image upload tools
  - Gallery and/or slider
  - Google Translate to translate text on website
  - Monthly Google Analytics Reports
  - Broken link report
- All existing content on the site will be used unless the commission decides to change or redo any of it.
- Nebraska Interactive will help with content mapping. NI will build a sitemap to help the Partner organize its new website and visualize the overall flow.
- Nebraska Interactive will implement Search Engine Optimization (SEO) on the pages that Nebraska Interactive builds on the new site.
- Nebraska Interactive will build all website pages as well as add documents and images.
- Nebraska Interactive anticipates that there will be the same number of web pages (30) on the new Nebraska Commission on Problem Gambling website as there currently are on the existing website.
  - Total anticipated hours Nebraska Interactive will spend on the project: 65 hours
    - Design phase – 35 hours
    - Content Phase – 2 hours
    - Development Phase – 28 hours
- The Partner will review the overall status of the project as Nebraska Interactive adds content to the website.
- Nebraska Interactive will complete quality assurance testing on the website before launching to ensure that the website is 508 compliant, works on multiple devices, and multiple browsers.
- Nebraska Interactive will provide an hour of training to the Partner staff members that will be managing the new website before launching the new website.
- Nebraska Interactive will work with the Partner to schedule a launch date and time for the new website as well as redirect the old website to the new.

## 2.2.2

### Exclusions

- Nebraska Interactive will not write, edit, proof, or draft any website content (text) for the new Partner website.
- If the Partner requests Nebraska Interactive to make any website changes after the launch of the new website, Nebraska Interactive will bill the Partner for the time spent.
- The Partner will not be able to create their own custom module for the website.
- The Partner will not install or update Drupal modules on the website.
- If the commission decides to add new website content for Nebraska Interactive to add to the new website before launch, that may increase the scope of this project and therefore increase the hour estimate and final cost.

## 2.3 Terminology

When used herein, capitalized words shall have the respective meanings set forth below:

- 2.3.1 **Must** – The function or referenced object has to meet the desired outcome outlined in this project.
- 2.3.2 **Should** – 1) The desired function or referenced object may create a favorable environment if achieved but is not required. 2) An opinion based on the assumptions made by the creator of the function or referenced object.
- 2.3.3 **Credentials** – The required security information to access the application
- 2.3.4 **User** – Any member of the general public
- 2.3.5 **Data Store** – An organized collection of information
- 2.3.6 **Published** – Information sent directly to a Web site viewable to the general public
- 2.3.7 **Administrator** – staff member of Nebraska.gov

## 2.4 Assumptions

- 2.4.1 Partner Director or Head approves of the project and is prepared to provide feedback and input when needed.
- 2.4.2 All Partner key stakeholders will attend needed meetings and provide timely feedback and input on the project throughout all phases.
- 2.4.3 Partner will provide Nebraska Interactive with the requirements of the new site.
- 2.4.4 Partner will provide Nebraska Interactive with content; language and text for the new site.
- 2.4.5 Nebraska Interactive will communicate the running total of hours that has been spent on the project to date in bi-weekly project status reports sent via email to key stakeholders.
- 2.4.6 Nebraska Interactive will communicate remaining steps to finish project with the Partner in the bi-weekly project status reports sent via email to key stakeholders.
- 2.4.7 Nebraska Interactive and Partner must agree on a scheduled launch date.
- 2.4.8 This Statement of Work is an overall project hour estimate.
- 2.4.9 See section 2.2 for full project scope.

## 2.5 Constraints

- 2.5.1 Partner/Partner workload
- 2.5.2 Change(s) in staff
- 2.5.3 Change(s) in project scope

**2.6 Milestones**

**2.6.1 Design Phase**

2.6.1.1 Target completion date: 2/10/2017

**2.6.2 Content Phase**

2.6.2.1 Target completion date: 2/20/2017

**2.6.3 Development Phase**

2.6.3.1 Target completion and launch date: 3/17/2017

### 3 Requirements

The following sections constitute all application requirements. It is understood that the application will be developed in accordance with these requirements using industry standards.

After development has been completed each requirement will be included in a comprehensive testing plan for purposes of quality assurance. All members of the "Project Team" will be responsible for executing the testing plan in accordance with these requirements.

Any omission or change in requirements after execution of this SOW has occurred must be reviewed and approved by the project team and could cause delays in the project timeline.

### 4 Terms and Conditions

Partner and Manager agree to the following terms and conditions:

#### 4.1 Confidentiality

All materials and information provided by the Partner to Manager or acquired by the Manager on behalf of the Partner shall be regarded as confidential information and treated as described in Section OO of Addendum One of the Master Contract and handled in accordance with Federal and State Law. The Manager shall treat, and shall require that its agents, employees, affiliates, parent company, and subcontractors treat such materials or information as confidential. The Manager shall not be responsible for the acts or omissions of the State, any Partner, members of the public, or others not under the control of Manager.

#### 4.2 SOW Representatives and Notices

All matters relating to this SOW shall be directed to the following persons. These designations may be changed following written notice from each party to the other party to this SOW.

Mailing address: David Geier, Nebraska Commission on Problem Gambling  
700 South 16<sup>th</sup> St  
Lincoln, NE 68508  
Phone: 402-471-4450  
Fax: 402-471-4452  
Email: [negap.contact@nebraska.gov](mailto:negap.contact@nebraska.gov)

Mailing Address: General Manager/Network Manager  
301 S 13, Suite 301  
Lincoln, NE 68508  
Phone: 402-471-7810  
Fax: 402-471-7817  
Email: [ne-general-manager@nicusa.com](mailto:ne-general-manager@nicusa.com)

Mailing Address: Nebraska State Records Board  
Secretary of State  
1445 K Street, Suite 2300  
Lincoln, NE 68509  
Phone: 402-471-1572  
Fax: 402-471-3237

#### 4.3 Termination of SOW

4.3.1 Either Partner or Manager may terminate this SOW for cause, subject to cure, by providing written notice of termination, to the other parties. Such notice shall specify the "for cause" reason, including citation to any specific provision of this SOW, which gives rise to the notice and shall specify action that can be taken by the other party to avoid termination of the SOW or any addendum. A reasonable period of time of not less than thirty (30) days shall be given to cure, unless as otherwise agreed to by the parties. For purposes of this SOW, the phrase "for cause" shall mean any material breach by any party to this SOW of the terms or conditions of this SOW.

4.3.2 Either Partner or Manager may terminate this SOW for convenience by giving 30 days' prior written notice to the other party.

#### 4.4 Term of SOW

This SOW shall commence on the date of execution by all parties and shall be co-terminal with the Master Contract and any extensions or renewals or replacements thereof, unless earlier terminated in accordance with the terms of this SOW.

#### 4.5 Relationship of Parties

Notwithstanding any other provisions contained herein, it is expressly agreed that Manager is an Independent Contractor in the performance of each and every part of this SOW and not an agent or employee of the Partner.

#### 4.6 Changes, Modifications or Amendments

This SOW may be changed, modified or amended at any time by an instrument in writing signed by the Manager, NSRB, and the Partner.

#### 4.7 Entire Agreement

This SOW constitutes the complete and exclusive statement of the agreement between the parties hereto and supersedes all other prior written or oral contracts between the parties with respect to the subject matter hereof.

#### 4.8 Governing Law

This SOW shall be governed in all respects by the laws and statutes of the State of Nebraska.

#### 4.9 Severability

If any term or condition of the SOW is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the SOW did not contain the particular provision held to be invalid.

#### 4.10 Order of Precedence

In the event of an inconsistency between the documents of this SOW, the inconsistency will be resolved by giving precedence in the order indicated to the following:

- a. Any amendments to the Master Contract
- b. The Master Contract
- c. An amendment to this SOW
- d. This SOW

4 Invoicing and Payment

	Project Type	Hours Estimate	Cost Estimate
1	Design and Development of new Website (Details in section 2.2.1)	65 hours	\$5,200.00 <i>One-time fee</i>
2	Annual Maintenance (Does not include Content Management Requests)	N/A	\$1,040.00/year <i>(20% of total time and materials fees paid from row 1 above)</i>  Billed on the anniversary date of website launch.
3	Content Management Requests (Not included in Annual Maintenance)	Per Request	\$80/hour billed by the quarter hour

Manager agrees to provide services on a time and material basis in accordance with the rates provided in Form A.2 of Manager's Response to RFP 4877 Z1 in the Master Contract, or as amended by the Parties and approved by NSRB. In addition, Partner will pay an annual maintenance charge associated with the application developed hereunder, in an amount equal to 20% of the total time and materials fees paid pursuant to this SOW, as compensation for maintenance services to ensure the application or service developed under this SOW runs correctly in the hosted network environment, including testing, partner and customer support, IT troubleshooting assistance and bug resolution arising out of or related to the network environment. Applications or services not included within maintenance services are modifications or additions that materially change the utility, efficiency, or functional capability of the applications or services developed. Manager shall submit invoices for payment to Partner with sufficient detail to support payment on a monthly basis, in accordance with Section II in Addendum One of the Master Contract. Partner shall pay invoices within 30 days, and otherwise in accordance with Section HH of Addendum One of the Master Contract.

5 Signatures

Approval of the SOW indicates an understanding of the purpose and content described in this SOW. By signing this SOW, each individual agrees work should be initiated on this project and necessary resources should be committed as described herein.

Nebraska Interactive, LLC  
Authorized Party

Brent Hoffman  
Print Name

[Handwritten Signature]  
Signature

Date 11/9/16

Nebraska State Records Board  
Secretary of State John Gale, Chairman

John A. Gale  
Print Name

[Handwritten Signature]  
Signature

Date 11/18/16

Nebraska Commission on Problem Gambling  
Authorized Party

DAVID GEIER, DIRECTOR  
Print Name

[Handwritten Signature]  
Signature

Date 11-07-2016

**Addendum <Number> to the  
Electronic Government Service Level Agreement Between  
Nebraska Interactive, LLC,  
[Partner],  
and  
Nebraska State Records Board**

This Addendum <Number> to the Electronic Government Service Level Agreement (“EGSLA”) made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and <PARTNER> sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The (Partner) has authority to assess and collect the fees described herein.

**Project:** PayPort for <PARTNER>  
**Revenue Type:** Instant Access  
**Implementation:** (Year)

Service	<PARTNER> Fee	Nebraska.gov Portal Fee	NSRB Share
<b>PayPort Electronic Check</b>	Full statutory/assessed fee charged by Partner	\$1.75	10% of Nebraska.gov Portal Fee
<b>PayPort Credit Card</b>	Full statutory/assessed fee charged by Partner	2.49%	10% of Nebraska.gov Portal Fee
<b>PayPort PIN Debit</b>	Full statutory/assessed fee charged by Partner	\$2.95	10% of Nebraska.gov Portal Fee

**Payment Processing:** Nebraska.gov will provide electronic services for payment processing in accordance with Section 14 of the EGSLA through one of the following processors (check one):

- State-Selected Processor
- Nebraska.gov-Selected Processor
- Not Applicable

[OPTIONAL PROVISION] **Swipe Hardware Provision:** Swipe Hardware will be serviced and maintained by Nebraska.gov in accordance with Section 14(b) of the EGSLA and provided as follows (check one):

- Nebraska.gov purchases XX swipe devices of make/model
- Partner purchases XX swipe devices of make/model
- Not applicable

**Security:** Nebraska.gov security provisions are found at [nebraska.gov/securitypolicy.html](http://nebraska.gov/securitypolicy.html)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 General Manager – Brent Hoffman  
 Nebraska Interactive, LLC

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Chairman – Secretary of State John Gale  
 Nebraska State Records Board

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 <Authorized Person Title/Office>-<Printed Name >  
 [Partner]

**Current Process:**

PayPort is a service that was developed and has been in use by city and county government offices. Since this service was built many additional offices can be added at any time with the blanket addendum that was approved by the Nebraska State Records Board.

**Project Overview/Proposal:**

Sarpy County Treasurer Rich James approached Nebraska Interactive, with a request to accept PIN debit as an additional method of payment for the Sarpy County Treasurer's office. In the December 9th, 2015 meeting Agenda Item 5, Addendum 8 for Sarpy County was presented. Mr. Stenberg moved to approve Addendum 8 with a second by Mr. Keene. The board voted unanimously for the approval and the motion carried. It was also discussed that if successful, PIN Debit would be added to the blanket addendum in a future meeting.

**Market Potential/Target Audience:**

Customers from Sarpy County desired to pay using a debit card at a flat rate, instead of a percentage fee. These were not new customers as they were already prepared to pay with a credit card. The pilot was to understand the rates of PIN debit and ensure the offering would be a solvent option moving forward.

**Information on what the fee presented is based upon:**

This is a service fee that is a unique and comprehensive to the online service.

- Credit Card: A competitive rate of 2.49% is offered to agencies which is the same rates offered by other providers including the Lancaster County Treasurer. The Douglas County Treasurer uses a tiered pricing system. A tiered based funding mechanism front loads the burden by charging a higher rate based on a majority of transactions. Based on our research based on a recent RFP, 53% of all transactions for Douglas County are less than \$100 with an average payment of around \$24.00 and are being charged a flat \$2.95, which is a rate of 12.29% when using a Credit Card. PayPort at 2.49% is a huge savings for Nebraskans.
- ACH: PayPort offers \$1.75 for ACH, which is primarily used for Web only convenience in talking with Treasurers.
- PIN Debit: The Douglas County Treasurer is currently the only local government we have been able to determine that is offering a PIN debit option and is equally priced to the PayPort service of \$2.95.

**Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:**

Since launching in February 2016, 5,516 transactions have been processed through September 2016, with a Nebraska Interactive gross revenue of \$7,142.64. After Cost of Goods Sold (merchant fees and NSRB 10% margin share) the return is \$1.29 per transaction which is reasonable.

**Expected rate of return over a period of time:**

These funds will be reinvested back into portal staffing and resources to provide the increasing training and security demands of PCI.

**NI's investment in this application (any costs incurred):**

Nebraska Interactive incurs the employee costs to develop, operate and maintain this service including all direct costs associated with operating the states portal on an outsourced basis including employee compensation, telecommunications, data processing, maintenance and all other costs associated with the provision of dedicated client service such as office facilities. NIC charges Nebraska Interactive for certain general and administrative services from NIC and its affiliates which are performed on centralized basis.

**NI's risk (in providing this service):**

Nebraska Interactive assumes all of the upfront costs and investments associated with this project. There is no mandatory requirement to launch this service. The use of this service is optional and the partner provides multiple payment channels which compete with this service.

**Addendum Ten to the  
Electronic Government Service Level Agreement Between  
Nebraska Interactive, LLC,  
Department of Motor Vehicles,  
and  
Nebraska State Records Board**

This Addendum Ten to the Electronic Government Service Level Agreement (“EGSLA”) made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and Department of Motor Vehicles sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The Department of Motor Vehicles has authority to assess and collect the fees described herein.

**Project: Commercial Driver License Renewal/Replacement** for Department of Motor Vehicles  
**Revenue Type:** Instant Access  
**Implementation:** 2017

<b>Service</b>	<b>Department of Motor Vehicles Fee</b>	<b>Nebraska.gov Portal Fee</b>	<b>NSRB Share</b>
<b>Commercial Driver License Renewal Electronic Check and Credit Card</b>	Full statutory/assessed fee charged by Partner	\$4.00	10% of Nebraska.gov Portal Fee
<b>Commercial Driver License Replacement Electronic Check and Credit Card</b>	Full statutory/assessed fee charged by Partner	\$1.25	10% of Nebraska.gov Portal Fee

**Payment Processing:** Nebraska.gov will provide electronic services for payment processing in accordance with Section 14 of the EGSLA through one of the following processors (check one):

- State-Selected Processor
- Nebraska.gov-Selected Processor
- Not Applicable

[OPTIONAL PROVISION] **Swipe Hardware Provision:** Swipe Hardware will be serviced and maintained by Nebraska.gov in accordance with Section 14(b) of the EGSLA and provided as follows (check one):

- Nebraska.gov purchases XX swipe devices of make/model
- Partner purchases XX swipe devices of make/model
- Not applicable

**Security:** Nebraska.gov security provisions are found at [nebraska.gov/securitypolicy.html](http://nebraska.gov/securitypolicy.html)

By: \_\_\_\_\_  
 General Manager – Brent Hoffman  
 Nebraska Interactive, LLC

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Chairman – Secretary of State John Gale  
Nebraska State Records Board

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Director – Rhonda Lahm  
Department of Motor Vehicles

Date: \_\_\_\_\_

## Summary

### Department of Motor Vehicles

#### Addendum Ten

**Project:** Commercial Driver License Renewal/Replacement

Nebraska Interactive will enhance the existing Driver License Services application to allow Commercial drivers to renew or replace their commercial driver license (CDL) online.

**Current Process:**

**Renewals**

The Nebraska Department of Motor Vehicles currently sends renewal notices to all Commercial Driver License (CDL) drivers 90 days prior to the expiration date of their current operator's license. Users are required to complete the [CLP and CDL data form](#) to present at a driver's license renewal location. This form is available for download online, or is available at the driver license renewal location. Effective on or after July 8, 2015, state law requires users to provide a one-time proof of citizenship for CDL renewals. Driver's with a Class A - Interstate-Non-Excepted certification are required to provide a medical certification if their card has expired. However, those who don't have expired medical certifications may still provide an updated medical certification card to the DMV. If the driver also has a change of address, state law requires that two forms of proof of principal residence be presented when your address has changed. These can be statements from utility companies, financial institutions, pay stubs, magazines or the like.

**Replacements / Change of Address**

Driver's seeking a CDL replacement are required to complete the [CLP and CDL data form](#) to present at a driver's license renewal location. This form is available for download online. Effective on or after July 8, 2015, state law requires users to provide a one-time proof of citizenship for CDL renewals. Driver's with a Class A - Interstate-Non-Excepted certification are required to provide a medical certification if their card has expired. However, those who don't have expired medical certifications may still provide an updated medical certification card to the DMV. If the driver also has a change of address, state law requires that two forms of proof of principal residence be presented when your address has changed. These can be statements from utility companies, financial institutions, pay stubs, magazines or the like.

**Project Overview/Proposal:**

*Enhancement to Driver Licensing Services User Application*

The Driver License Services application to allow Commercial drivers to renew or replace their commercial driver license (CDL) online. This includes the ability for the user to upload the following documentation:

- Proof of citizenship – required by state law effective July 8, 2015.
- Medical certification card – required for Class A - Interstate – Non-Excepted drivers with expired medical certification cards
- Change of address proof of principal residence – required for drivers who need to change their address.

*Enhancement to Change of Address Administrative System*

The Change of Address DMV Administrative system will be upgraded to allow the proof of citizenship and change of address requests for CDL drivers to be handled and reviewed within the application. In addition, the administrative system will send approved Citizenship documentation to the DMV system for storage, and make a web service call to update the citizenship status on the mainframe when approved documents are received.

*New Application for Medical Certification*

A new Medical Certification Administrative application will be built to allow for the medical certification reviewers to review medical certification cards/documentation. The application will send accepted Medical Certification card images to the DMV system for storage.

*New Functionality*

The two administrative applications will be programmed to determine when all required documents for the CDL application have been approved, or if any required document(s) is/are declined. If any required document(s) is/are declined the system will generate an automated/canned message indicating which document(s) was/were declined, and if any documents were approved. If all required documents were approved, the system will send an automated/canned email message indicating their CDL license was approved.

*Enhancement*

Both the Change of Address/Citizenship Administrative system and the Medical Certification Administrative system will contain a History to allow administrators to search and view previously completed applications from the past 60 days, and a system to create and edit automated/canned email messages for accepted/declined documents.

*Enhancement to COA User Status Check Application*

The User Status application that allows current Change of Address users to track and review the status of their license request will be upgraded to allow its usage by CDL drivers. This application gives users real-time status updates indicating if their license request is Pending, Approved or Denied. This service reduces calls to the Department of Motor Vehicles by allowing users access to real-time information on their request.

<b>Task</b>	<b>Ne.Gov Est. of Hours</b>
Driver Licensing Services User Interface	82
Admin Interface Development	92
Final Admin Document Processing	32
Administrative History	24
Canned Messages	8
Status Page	8
Development Testing	74
Quality Assurance Testing	62
Project Management Testing/Hours	66
<b>Total Est. of Hours</b>	<b>448</b>
<b>Estimated Value or Work</b>	<b>\$56,000</b>

**Market Potential/Target Audience**

Current CDL drivers who wish to perform one of the following tasks: Renewal, Replacement or Change of Address.

Annually the Nebraska Department of Motor Vehicles expects to process approximately:

- 13,540 CDL Renewals
- 4,000 CDL Replacements/Change of Address

**Information on what the fee presented is based upon:**

The portal fee is calculated based upon anticipated project hours, adoption rates, ongoing project work & maintenance, as well as other factors as stated in NI’s master contract #69584-04, Section IV.G.Pg 44 ::

1. The need to reward innovation and efficiency in Portal management.
2. A commitment to the public policy requirement to provide electronic access to public record or electronic transactions with the public at the most reasonable prices possible.
3. That the prices to be charged may be adjusted to permit funding of special projects and enhancement of public service.
4. The fact that some public records may already be provided electronically by the State.
5. The entrepreneurial and start-up nature of the business and attendant risk of capital for Contractor and the need for them to realize an acceptable rate of return.
6. The need to invest in expansion of and improvement in the Portal and its information services.
7. The need to comply with Legislative requirements.
8. Any other reasonable factor which in the opinion of NSRB should be considered.

The current Department of Motor Vehicle fee structure for a Commercial Driver License Renewal 5-year renewal is \$57.50 and a replacement is \$13.50. The user will be billed a \$4.00 portal fee for a Commercial Driver License Renewal and a \$1.25 portal fee for a Commercial Driver License Replacement which matches the current portal fee for other Driver License replacement types.

**Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:**

The total estimated market potential was provided to us by the Nebraska Department of Motor Vehicles, and was based on the number of commercial driver license renewals and replacements issued over the previous three-year period.

**Renewals**

Description	2016	2017	2018	2019	2020	NI Revenue	Total	Partner Revenue	Total Revenue	Merchant Fee Cost	NSRB 10%	NI Net Revenue Potential
Project Hours	448											
Ongoing Work & Maintenance		30	20	20	20							
Total Project Cost	\$56,000	\$3,750	\$2,500	\$2,500	\$2,500		\$67,250					
Partner Revenue		\$778,550	\$778,550	\$778,550	\$778,550		\$3,114,200					
Partner Rev Per Transaction		\$57.50	\$57.50	\$57.50	\$57.50		\$230					
Est. Market Potential		13540	13540	13540	13540							
Adoption %		15%	15%	15%	15%							
Adoption #		2031	2031	2031	2031		8124					
Revenue @ \$4.00		\$8,124	\$8,124	\$8,124	\$8,124	\$32,496		\$1,868,520	\$1,901,016	\$30,103	\$3,250	-\$68,107

**Expected rate of return (in what time period):**

Based on the current adoption of Class O License Renewals, we estimate 15% of commercial drivers that renew/replace adopt the Commercial Driver License application within the first year of project launch (YR2, after project launch)

There is no guarantee that anyone will use the services developed and no guaranteed rate of return.

**NI's investment in this application (any costs incurred):**

Nebraska Interactive incurs the employee costs to develop, operate and maintain this service including all direct costs associated with operating the states portal on an outsourced basis including employee compensation, telecommunications, data processing, maintenance and all other costs associated with the provision of dedicated client service such as office facilities. NIC charges Nebraska Interactive for certain general and administrative services from NIC and its affiliates which are performed on centralized basis.

**NI's risk (in providing this service):**

Nebraska Interactive assumes all of the upfront costs and investments associated with this project. There is no mandatory requirement to launch this service. The use of this service is optional and the partner provides multiple payment channels which compete with this service.

**Addendum Four to the  
Electronic Government Service Level Agreement Between  
Nebraska Interactive, LLC,  
Nebraska State Patrol,  
and  
Nebraska State Records Board**

This Addendum Four to the Electronic Government Service Level Agreement (“EGSLA”) made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and Nebraska State Patrol sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The (Partner) has authority to assess and collect the fees described herein.

**Project:** Conceal and Carry Weapons Permit Renewals for Nebraska State Patrol  
**Revenue Type:** Instant Access  
**Implementation:** 2016

Service	Nebraska State Patrol Fee	Nebraska.gov Portal Fee	NSRB Share
<b>Conceal and Carry Weapons Permit Renewals Electronic Check</b>	Full statutory/assessed fee charged by Partner	\$4.50	10% of Nebraska.gov Portal Fee
<b>Conceal and Carry Weapons Permit Renewals Credit Card</b>	Full statutory/assessed fee charged by Partner	\$4.50	10% of Nebraska.gov Portal Fee

**Payment Processing:** Nebraska.gov will provide electronic services for payment processing in accordance with Section 14 of the EGSLA through one of the following processors (check one):

- State-Selected Processor
- Nebraska.gov-Selected Processor
- Not Applicable

[OPTIONAL PROVISION] **Swipe Hardware Provision:** Swipe Hardware will be serviced and maintained by Nebraska.gov in accordance with Section 14(b) of the EGSLA and provided as follows (check one):

- Nebraska.gov purchases XX swipe devices of make/model
- Partner purchases XX swipe devices of make/model
- Not applicable

**Security:** Nebraska.gov security provisions are found at [nebraska.gov/securitypolicy.html](http://nebraska.gov/securitypolicy.html)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 General Manager – Brent Hoffman  
 Nebraska Interactive, LLC

By: \_\_\_\_\_ Date: \_\_\_\_\_

Chairman – Secretary of State John Gale  
Nebraska State Records Board

By:

\_\_\_\_\_  
Colonel Brad Rice - Superintendent  
Nebraska State Patrol

Date: \_\_\_\_\_

## Summary

### Nebraska State Patrol

#### Addendum Four

**Project:** Conceal and Carry Weapons Permit Renewals

The new Conceal and Carry Application will allow the user to complete their application online and submit payment (payment will be collected for renewals only). The payment process for the application allows Nebraska State Patrol (NSP) to easily reconcile payments. The application will collect name, residential address, mailing address and application questions. The application will generate a PDF with user data for image repository in Filebound to maintain consistency with paper application process. The application allows the permit application data to be transmitted and updated in the NSP database, which will eliminate data entry for NSP, streamlining the application process for them to approve or decline the application. Users will be required to renew in person every 10 years in order to update their photo on file.

Task	Estimate of Hours
User Interface Prototype	25
Development Planning	10
Application Plugins	17.5
Database Integration	5
Application Error Coding	3
Common Application Template Layout	4
Landing Page	16
Request CCW Permits from RITS	14
Name and Address Page	30
Optional: DMV Data Lookup for Pre-population	14
Application Questions	21
File with RITS	20
File with Filebound	14
Receipt Page	12
Quality Assurance Testing	30
Project Management Testing/Hours	30
<b>Total Est. of Hours</b>	<b>265.5</b>

**Current Process:**

Renewals, Name/Address Changes and Lost/Stolen/Damaged Permit requests are currently processed in person with a paper application, at one of 6 Nebraska State Patrol (NSP) offices. NSP has to manually enter data for the renewal/name/address/lost/stolen/damaged permit application, scan the application, and then for renewals they collect and process payment. Payments are handled at all locations and then reconciled at the main NSP office in Lincoln.

## **Project Overview/Proposal:**

The Nebraska State Patrol has asked Nebraska Interactive to create an online application for Conceal and Carry Permit renewal, name/address changes and lost/stolen/damaged permits for current permit holders. This process will allow the State Patrol to reduce traffic in their offices by allowing users to do these tasks online. In addition, the online application process will make the process more convenient and time effective for permit holders attempting to complete one of these processes. Office locations in Omaha, Norfolk, Grand Island, Scottsbluff and Lincoln may still be a long drive away for some permit holders, and this application will allow users to complete these tasks online eliminating their drive time and cost of fuel for the trip.

## **Market Potential/Target Audience**

The target audience is small group of very private citizens who wish to carry a fire arm and perform one of the following tasks: name change, address change, replace a lost/stolen/damaged permit, or renew their permit. Renewal eligibility is required once every 5 years.

The market potential for the proposed fee only includes permit holders that need to renew their permit once every 5 years.

In 2017 Nebraska State Patrol expects to process in person and online:

- A total of 4,800-5,000 Conceal and Carry Weapons Renewal Permits. The State Patrol expects about 30% of those permit holders to go online @ \$50.00 per renewal.
- A total of 2,340 Data Changes/Lost/Stolen/Damaged Permit Requests at no cost to the permit holder.

In 2018 Nebraska State Patrol expects to process in person and online:

- A total of 8,500-9,500 Conceal and Carry Weapons Renewal Permits. The State Patrol expects about 40% online adoption @ \$50.00 per renewal.
- A total of 3,088 Data Changes/Lost/Stolen/Damaged Permit Requests at no cost to the permit holder.

Nebraska Revised Statute 69-2444 states that all permit holder information is confidential and shall not be considered a public record. Keeping this information confidential and private is of the highest priority for the Nebraska State Patrol, and therefore they have not sent renewal notices to their permit holders.

## **Information on what the fee presented is based upon:**

The portal fee is calculated based upon anticipated project hours, adoption rates, ongoing project work & maintenance, as well as other factors as stated in NI's master contract #69584-04, Section IV.G.Pg 44 ::

1. The need to reward innovation and efficiency in Portal management.
2. A commitment to the public policy requirement to provide electronic access to public record or electronic transactions with the public at the most reasonable prices possible.
3. That the prices to be charged may be adjusted to permit funding of special projects and enhancement of public service.

4. The fact that some public records may already be provided electronically by the State.
5. The entrepreneurial and start-up nature of the business and attendant risk of capital for Contractor and the need for them to realize an acceptable rate of return.
6. The need to invest in expansion of and improvement in the Portal and its information services.
7. The need to comply with Legislative requirements.
8. Any other reasonable factor which in the opinion of NSRB should be considered.

The user will be billed \$4.50 for a Conceal and Carry Weapons Permit Renewal. Users performing a data change or replacing a lost/stolen/damaged permit are not charged a portal fee. If Nebraska State Patrol requests a refund due to a declined CCW Permit NI will provide a full refund to the permit holder.

**Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:**

The total estimated market potential was provided to us by the Nebraska State Patrol, and was based on the number of conceal and carry permits issued over the previous five-year period.

Description	2016	2017	2018	2019	2020	Total	Merchant Fees Estimate	NSRB 10%	Revenue Potential
Project Hours	265.5								
Ongoing Work & Maintenance		30	20	20	20				
Total Project Cost	\$33,188	\$3,750	\$2,500	\$2,500	\$2,500	\$44,438			
Est. Market Potential		4819	9828	5673	6542				
Adoption %		30%	40%	50%	60%				
Adoption #		1446	3931	2837	3925	12139			
Revenue @ \$4.50		\$6,506	\$17,690	\$12,764	\$17,663	\$54,623	\$14,135	\$5,462	-\$9,412

**Expected rate of return (in what time period):**

Noting that adoption of a new service is gradually from year to year, to estimate a rate of return, Nebraska.gov made the following assumptions:

- 30% of conceal and carry permit holders that renew adopt the Conceal and Carry Weapons Permit application within the first year of project launch (YR2, after project launch)
- Each year, following project launch, an estimated 10% increase of adoption is expected

There is no guarantee that anyone will use the services developed and no guaranteed rate of return.

**NI's investment in this application (any costs incurred):**

Nebraska Interactive incurs the employee costs to develop, operate and maintain this service including all direct costs associated with operating the states portal on an outsourced basis including employee compensation, telecommunications, data processing, maintenance and all other costs associated with the provision of dedicated client service such as office facilities. NIC charges Nebraska Interactive for certain general and administrative services from NIC and its affiliates which are performed on centralized basis.

**NI's risk (in providing this service):**

Nebraska Interactive assumes all of the upfront costs and investments associated with this project. There is no mandatory requirement to launch this service. The use of this service is optional and the partner provides multiple payment channels which compete with this service.

**Addendum Two to the  
Electronic Government Service Level Agreement Between  
Nebraska Interactive, LLC,  
Nebraska Board of Geologists,  
and  
Nebraska State Records Board**

This Addendum Two to the Electronic Government Service Level Agreement (“EGSLA”) made by and among Nebraska Interactive, LLC (hereinafter referred to as Nebraska.gov), the Nebraska State Records Board (NSRB), and Nebraska Board of Geologists sets forth certain services to be provided by Nebraska.gov (operated under the auspices and authority of the Nebraska State Records Board), prices to be charged for such Nebraska.gov services, and terms of payment for such Nebraska.gov services. The Nebraska Board of Geologists has authority to assess and collect the fees described herein.

**Project:** Online License Renewals for Nebraska Board of Geologists

**Revenue Type:** Instant Access

**Implementation:** October 1, 2017

Service	Nebraska Board of Geologists Fee	Nebraska.gov Portal Fee	NSRB Share
Online License Renewals	Full statutory/assessed fee charged by Partner	\$3.25	10% of Nebraska.gov Portal Fee

\* The Nebraska Board of Geologists will be paying the \$3.25 Nebraska.gov portal fee. Online users will not pay a portal fee. Online users will only pay the statutory/assessed fee, when applicable.

**Payment Processing:** Nebraska.gov will provide electronic services for payment processing in accordance with Section 14 of the EGSLA through one of the following processors (check one):

- State-Selected Processor
- Nebraska.gov-Selected Processor
- Not Applicable

[OPTIONAL PROVISION] **Swipe Hardware Provision:** Swipe Hardware will be serviced and maintained by Nebraska.gov in accordance with Section 14(b) of the EGSLA and provided as follows (check one):

- Nebraska.gov purchases XX swipe devices of make/model
- Partner purchases XX swipe devices of make/model
- Not applicable

**Security:** Nebraska.gov security provisions are found at [nebraska.gov/securitypolicy.html](http://nebraska.gov/securitypolicy.html)

By: \_\_\_\_\_  
General Manager – Brent Hoffman  
Nebraska Interactive, LLC

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Chairman – Secretary of State John Gale  
Nebraska State Records Board

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Chairperson – David Svingen  
Nebraska Board of Geologists

Date: \_\_\_\_\_

## Summary

### Nebraska Board of Geologists

#### Addendum Two

**Project:** Nebraska Board of Geologists Online License Renewals

**Current Process:**

Currently, the Board of Geologists has a complete manual process for license renewals with a very simplistic payment page offered by Official Payments. The contract has only been extended for one more year (2016), then the agency will need a new solution for their next renewal period starting October 1, 2017 as the State of Nebraska no longer has a contract with Official Payments through the State Treasurer. All Nebraska geologist licenses expire on December 31<sup>st</sup> of each year. Renewals are due no later than December 31<sup>st</sup> in order to avoid late fees. Notices are sent out by the board office by October 1<sup>st</sup>.

**Project Overview/Proposal:**

Nebraska Interactive will develop a complete online service that will allow geologists to renew online. The Board of Geologists will deliver a data file containing licensee information via their FTP allowing Nebraska Interactive (NI) to retrieve and load the data into the NI database. The licensees would then go online to renew their license or select Emeritus (professional honorary title), and be required to enter their license number. The licensees wanting to renew must answer compliance questions and provide an explanation if the answer is “yes”. They may also change their contact information. The user will proceed to enter credit card or ACH information using Nebraska Interactive’s CommonCheckout Payment (CCP). CCP will be integrated into the application to process payment information. NI will generate and deliver a return file via a secure FTP containing data collected and stored during the licensee’s online renewal process. Files will be generated on a daily basis.

**Market Potential/Target Audience**

There are approximately 300 licensed geologists. All Nebraska geologist licenses expire on December 31<sup>st</sup> of each year. Renewals are due no later than December 31<sup>st</sup> in order to avoid late fees. Notices are sent out by the board office by October 1<sup>st</sup>.

**Information on what the fee presented is based upon:** The portal fee is calculated based upon anticipated project hours, adoption rates, ongoing project work & maintenance, as well as other factors as stated in NI’s master contract #69584-04, Section IV.G.Pg 44:

1. The need to reward innovation and efficiency in Portal management.
2. A commitment to the public policy requirement to provide electronic access to public record or electronic transactions with the public at the most reasonable prices possible.
3. That the prices to be charged may be adjusted to permit funding of special projects and enhancement of public service.
4. The fact that some public records may already be provided electronically by the State.
5. The entrepreneurial and start-up nature of the business and attendant risk of capital for Contractor and the need for them to realize an acceptable rate of return.
6. The need to invest in expansion of and improvement in the Portal and its information services.
7. The need to comply with Legislative requirements.
8. Any other reasonable factor which in the opinion of NSRB should be considered.

The license renewal fee is \$65.00 with a late fee of \$6.50 for each month payment is late. Since the renewal fee is a flat fee, the portal fee was negotiated at a flat fee of \$3.25 per renewal. At the August 31<sup>st</sup>, 2016 Board of Geologists strategic meeting, this portal fee was reviewed and approved for the online renewal application. The Board of Geologists requested to pay the \$3.25

Nebraska.gov portal fee. Online users will not pay a portal fee. Online users will only pay the statutory/assessed fee, when applicable.

**Anticipated volume of users of the application and what percentage of the total potential users is the anticipated volume:**

Online adoption is anticipated at 255 of the 300. This is approximately 85% of the total market potential.

Description	2016	2017	2018	2019	2020	Total	Merchant Fees	NSRB 10%	Revenue Potential
Project Hours	121								
Ongoing Project Work & Enhancements		30	20	20	20				
Total Project Cost	\$13,310	\$3,750	\$2,500	\$2,500	\$2,500	\$24,560			
Est. Market Potential		300	300	300	300				
Adoption %		85%	85%	85%	85%				
Adoption #		255	255	255	255	1020			
Revenue @ \$3.25		\$829	\$829	\$829	\$829	\$3,315	\$1,161	\$332	-\$22,738

**Expected rate of return (in what time period):**

It would take several years for Nebraska Interactive to acquire any return on investment for this particular service due to the low volume of potential users, and ongoing work and maintenance costs.

**NI's investment in this application (any costs incurred):**

Nebraska Interactive incurs the employee costs to develop, operate and maintain this service including all direct costs associated with operating the states portal on an outsourced basis including employee compensation, telecommunications, data processing, maintenance and all other costs associated with the provision of dedicated client service such as office facilities. NIC charges Nebraska Interactive for certain general and administrative services from NIC and its affiliates which are performed on centralized basis.

**NI's risk (in providing this service):**

Nebraska Interactive assumes all of the upfront costs and investments associated with this project. There is no mandatory requirement to launch this service. The use of this service is optional and the partner provides multiple payment channels which compete with this service.

**NSRB - CASH FUND BALANCE**  
**State Records Board - Revenues & Expenditures & Transfers**  
**July 1, 2016 through September 30, 2016**  
 With Comparative figures for July 1, 2015 through September 30, 2015  
**FY 16-17**

	<u>Jul-16</u>	<u>Prior Year July, 2015</u>	<u>Aug, 2016</u>	<u>Prior Year Aug, 2015</u>	<u>Sep, 2016</u>	<u>Prior Year Sep, 2015</u>	<u>Year to Date FY16-17</u>	<u>Year to Date FY15-16</u>
<b><u>Revenues:</u></b>								
Sale of Subscriber Services	\$677,142.84	\$649,048.03	\$619,036.67	\$645,166.71	\$694,274.12	\$640,939.87	\$1,990,453.63	\$1,935,154.61
General Business Fees	\$25.00	\$80.76	\$56.00	\$29.34	\$78.00	\$32.16	\$159.00	\$142.26
Driver Records	\$440.00	\$726.00	\$695.00	\$791.00	\$599.00	\$449.00	\$1,734.00	\$1,966.00
Investment Income	\$2,616.67	\$1,726.66	\$1,947.77	\$1,770.16	\$1,998.10	\$2,270.97	\$6,562.54	\$5,767.79
<b>Total</b>	<b>\$680,224.51</b>	<b>\$651,581.45</b>	<b>\$621,735.44</b>	<b>\$647,757.21</b>	<b>\$696,949.22</b>	<b>\$643,692.00</b>	<b>\$1,998,909.17</b>	<b>\$1,943,030.66</b>
<b><u>Expenditures &amp; Transfers:</u></b>								
State Agency Transfers	\$411,077.71	\$399,389.20	\$371,380.32	\$382,206.00	\$420,837.57	\$382,130.09	\$1,203,295.60	\$1,163,725.29
NIC	\$230,723.50	\$219,065.02	\$209,814.40	\$222,873.16	\$234,792.28	\$221,509.76	\$675,330.18	\$663,447.94
Grant Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OCIO RFP	\$0.00	\$0.00	\$0.00	\$282.17	\$0.00	\$0.00	\$0.00	\$282.17
Personal Services	\$12,576.37	\$5,034.79	\$10,994.65	\$4,817.73	\$9,557.08	\$4,723.38	\$33,128.10	\$14,575.90
Misc. Expense	\$585.72	\$227.18	\$578.85	\$1,239.60	\$762.85	\$211.56	\$1,927.42	\$1,678.34
<b>Total</b>	<b>\$654,963.30</b>	<b>\$623,716.19</b>	<b>\$592,768.22</b>	<b>\$611,418.66</b>	<b>\$665,949.78</b>	<b>\$608,574.79</b>	<b>\$1,913,681.30</b>	<b>\$1,843,709.64</b>
<b><u>Profit (Loss)</u></b>	<b>\$25,261.21</b>	<b>\$27,865.26</b>	<b>\$28,967.22</b>	<b>\$36,338.55</b>	<b>\$30,999.44</b>	<b>\$35,117.21</b>	<b>\$85,227.87</b>	<b>\$99,321.02</b>
<b><u>Fund Balance-NSRB:</u></b>	<b>\$928,870.19</b>	<b>\$956,735.45</b>	<b>\$957,837.41</b>	<b>\$1,106,862.17</b>	<b>\$988,836.85</b>	<b>\$1,141,979.38</b>	<b>\$988,836.85</b>	<b>\$1,141,979.38</b>
<b>Fund Balance-ECM:</b>	\$5,812.32	\$9,277.42	\$5,824.14	\$8,426.09	\$5,835.91	\$8,412.67	\$5,835.91	\$8,412.67
<b>Fund Balance-Local Agency:</b>	\$498.71	\$488.01	\$499.62	\$488.76	\$500.50	\$489.60	\$500.50	\$489.60
<b>Records Management Cash Fund Balance</b>	<b>\$935,181.22</b>	<b>\$966,500.88</b>	<b>\$964,161.17</b>	<b>\$1,115,777.02</b>	<b>\$995,173.26</b>	<b>\$1,150,881.65</b>	<b>\$995,173.26</b>	<b>\$1,150,881.65</b>

# Subscriber Fee increase

## What we are asking

Nebraska Interactive is asking to increase the subscriber fee to \$95 to fund additional customer support staff in assisting Nebraska citizens and businesses with online services and to appropriately adjust the fee per the increase in services and technologies being serviced over 23 years. The current \$50 subscriber fee was established in 1992 with only a couple of services available.

## Why we are asking

- To prevent the increased number of customers and partners being sent to voicemail.
- To provide adequate funding for additional customer support staff.
- Increased focus on billing activities required with the new contract
- Investment into the longevity of the current and future support staff.

## Rationale

Nebraska Interactive's 2 Customer support staff are funded through an annual subscriber fee paid by companies receiving access to bulk information services. This support staff is responsible for providing assistance to citizens, business and partners through various channels such as phone, email and LiveChat. When they are not providing support they are working on financial aspects of subscriber account administration. The customer support staff on-board new subscribers, add and remove new users, change passwords, analyze accounts for fraudulent activity, prepare billing statements, receives payments among many other support activities. Since 1994 support options have been added such as LiveChat and acceptance of credit cards which required the addition of a new support person in 2011.

The customer support staff are responsible for the management of EGSLA's, Addenda's and Statements of work (SoW). Our support team processes these documents through a series of audited controls in order before a service can go live. With the addition of SoW's and political subdivision's the time required to manage these documents will continue to make support less available to answer phones.

Subscribers pay an annual fee \$50 to cover the administrative costs of supporting and managing accounts. Thru June of 2016, NI generated \$118,450 from subscriber fees and expended \$115,812 for banking and staff costs. The increase is needed to invest the longevity of the current and future support staff.

<b>Nebraska</b>	<b>Kansas</b>	<b>Arkansas</b>	<b>Idaho</b>
<b>\$50 annual fee 10 users per account \$100 for 11-20 and so on</b>	<b>\$95 Annual fee 10 users per account \$190 for 11 to 20 and so on.</b>	<b>\$95 Annual fee 10 users per account \$190 for 11 to 20 and so on.</b>	<b>\$95 annual fee 100 users</b>
<b>1 Finance admin/support, 1 Support</b>	<b>2 support techs, 1 Office admin, 1 Finance admin,</b>	<b>1 Office admin, 10 Help/support staff</b>	<b>1 Finance admin and 3 support techs</b>
<b>31 Services</b>	<b>14 services</b>	<b>25 services</b>	<b>11 services</b>
<b>4,362 Active subscriptions</b>	<b>2,763 Active subscriptions</b>	<b>3,911 Active subscriptions</b>	<b>955 Active subscribers</b>
<b>33,679 Active users</b>	<b>22,990 Active users</b>	<b>66,735 Active users</b>	<b>3817 Active users</b>

**\*\* IT IS IMPORTANT TO NOTE EACH \$50 SUBSCRIPTION, THERE ARE 10 USERS ALLOWED. THERE IS NO ANNUAL FEE PER USER.**

# Subscriber Fee increase

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## Conclusion

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Nebraska Interactive believes it is important to have people available to help constituents with crucial filing deadlines which have a tangible impact on people's lives and their companies. Customer support is about Nebraskan's helping Nebraskan's to feel confident about the transactions they have made online with our partners. A subscriber fee increase of \$45 will secure the additional customer support staff and maintain the same level ongoing service to the constituents of the Nebraska State Records Board. I believe this is a reasonable adjustment of the fee for the benefit being provided through the additional services and technologies being serviced since 1992.

# Supplemental Subscriber Fee Increase information

Dear Board Members,

We at Nebraska Interactive (NI) have taken a long and reflective look at the need to increase our Subscriber Fees. With much attention to detail, and in support of our long standing track record of success, we present you with additional information and facts regarding the increase, why these fees are critical, how they will be used, and why we are requesting them. Nebraska Interactive manages the billing, invoices and payments of large industry groups for the State. Nebraska Interactive does not charge the State for management of subscriber service. Nebraska Interactive provides this service through the \$50 subscription fee.

## Please see the outline below for the specific information you have requested.

- In the current master contract #69584-04, Nebraska Interactive and the NSRB agreed to remove a specific subscriber fee amount in order to provide flexibility to modify the subscriber fee amount when deemed appropriate by both parties. See Pg. 44 of the master contract: "Such rates are subject to periodic review and adjustment by NSRB, in conformance with the appropriate Reissue Revised Statutes of Nebraska. Recommendations for amended rates may be made by Contractor or NSRB as deemed necessary or desirable..."
- Why the jump from \$50 to \$95?
  - Nebraska Interactive requested increases in subscriber fees in 2008 and 2011 and were summarily rejected. Since that time, NI has been doing everything necessary to maintain customer service to the best of our ability. At this time our Customer Service has hit critical mass.
  - The \$95 annual fee equates \$7.92 per month.
  - According to the U.S. Bureau of Labor & Statistics the \$50.00 fee established in 1994, would cost \$81.55 today assuming the same level of service is being provided.
  - In 1995, with only a handful of services, 1 customer service rep, no credit card processing, TPE or CDB systems, the State of Nebraska approved a \$50 subscriber fee. Now, 21 years later with an exponential increase in services, expenses and investments another \$45 is a proportional fee for the services and benefits received today.
- How are subscriber fees established in other States?
  - Each State manages their contract independently.
  - See previously submitted document in Q3.
- Who is using the subscription fee services?
  - Subscribers are business industry groups who consume large volumes of State data which NI manages and maintains at no cost to the State of Nebraska. These are insurance companies, banks, law firms, title companies, etc.
  - 24% of all active subscribers are outside the State of Nebraska. These subscribers are the largest industry consumers group we serve.
- What is typically done with the data from the subscriber services?
  - The data obtained through subscriber services is marked-up, and repackaged and sold as another product. (business monitoring, credit reporting).
  - A pass-thru business expense to their customers (Lawyers, Insurance )

**Nebraska Interactive currently uses revenues from existing online services to subsidize the management of Subscriber Services. This compromises the ability to invest in new development staff to provide new services and enhancements if this trend continues.**

## January - July 2016 direct costs related to Subscribers Resources

Cost	Amount
Staff position and overhead	\$145,600
Banking expenses	\$53,187
Merchant Fees	\$8,871
Total	\$207,658
Revenue	Amount
Subscriber fee	\$118,450
Variance	<b>(\$89,208)</b>

**Risk management: In the 30 day billing cycle, NI provides payment upfront to the State, while taking all the risk of collections by floating approximately \$625,000 on a monthly basis. (see chart below.) In the current contract all monies are deposited to the State Treasurer.**

Monthly Billing Snapshot	Total Accounts with balances	Total dollars owed
Current accounts w/balances	2,545	\$625,981
30 - 60 Days Past due	424	\$257,379
60 - 90 Days Past due	76	\$27,974.30
90 - 120 Days Past due	20	\$6,864
Over 120 Days Past due	30	\$32,213
<b>Total delinquent accounts</b>	<b>550</b>	<b>\$324,431</b>

## Projected Investments by NI

Continuing to subsidize our support functions with current revenues circumvents our ability to hire project and development staff, which are critical to maintain and grow services. To continue to be effective and efficient this request is needed to meet the needs of the Board, businesses, citizens and staff to assure we are prepared for today and future growth.

Investment	3 year
2 Customer Support at Contracted rate includes overhead	\$728,000 (one immediately, second in Q4 in 2018)
Phone System	\$71,985
Service Desk Staff at Contracted rate includes overhead	\$200,908 (4th quarter 2018)
Support management software	\$32,280
<b>Total Investment</b>	<b>\$1,033,173</b>
Anticipated (NEW) Revenue over 3 years	\$714,692

	2017	2018	2019	Total
10% increase in subscribers year over year	4798	5278	5806	
New Revenue	\$215,919	\$237,511	\$261,262	\$714,692

## Benefits to State Partners and Subscribers as a result of the investments

- A live person will answer the phone and live chat, as opposed to voicemail.
- Quicker response time in returning calls, emails and paperwork.
- Increased ability to facilitate accounting (billing and invoicing) practices.
- Increased responsive technical support.
- Critical support to businesses, (changing passwords, answering questions from the administrators, etc.).
- Technical support to the state agency service.
- Reporting activities and metrics to build best practices.
- Increased training and awareness for new partners for CDB, TPE and PCI compliance.
- Increased transparency to the Customer support /service desk functions.

**Primary customer support is spent on issue management, billing and subscriber management:**

Support Function	% of Time
Calls	8%
Email	20%
Chat	2%
Issue management	34%
Billing	15%
Lock box	21%

## Investments in subscriber service over the past 20 years

System Investments	Description
Customer Database (CDB)	A comprehensive invoice and billing system that maintains all user accounts.
Credit Cards	The ability for subscribers to pay by credit card was not anticipated in 1994 and subscriber fees were not adjusted
EZ CASH (Notification)	Notification Tool for account delinquencies
Issue Tracking	Daily tracking of service issues
Microsoft Sharepoint	Data Collection and Library
WebNow	Invoice Processing Tool
TPE 2.0	Transaction Payment Engine
Live Chat	Online direct communication for users
FT -Customer support position	Prior to 2008 customer support was a shared responsibility.
Finance Manager	Finance Manager provides support back-up

## Primary responsibilities to over 4,000 subscriber accounts

Assist subscribers with issues/requests related to CDB, TPE and <a href="http://Nebraska.gov">Nebraska.gov</a> website	Processing Auto Pay Error Report: Contacting Account Administrations either by phone or email on CDB account with rejected payments to update billing information and process payment.	Close accounts with unpaid subscriptions.
Management of the Subscriber Inbox: responding to emails related to subscription inquiries	Suspending all delinquent accounts and contacting Account Admins in an attempt to collect payment	Delete all expired cards from CDB accounts (Report is generated by CDC team and emailed to us on the 1st and 15th days)
Respond to incoming phone calls (approximately 40-50 calls per day)	Balance off all unapplied payments in CDB	Clean up CDB accounts by updating CC and ACH for all returned/bounced auto-withdrawals
Respond to incoming LiveChat Support system (approximately 25-40 per day)	Respond to past due balance emails and calls (twice a month after past due email notifications)	Send an ACH Request to NIC for Mid Month and Month End Disbursements
Process CDB refund/credit requests daily (10-25 per day)	Collections: Processing delinquent accounts to send to Collections	Update Transaction List report

ACH Lock box: Manually process all checks received from U.S. Bank in CDB (over 1,000 per month)	Process Chargeback notifications (disputes, resolutions, notifications to Partners)	Update Merchant Fees report
Office Mail: Sorting all incoming mails and send all Subscriber payment checks received to US Bank for processing (over 1,000 per month)	Apply all electronic payments (arrived via email from customers)	Resolve Reconciliation Reports
Respond to all incoming fax requests: Account Activation/Deactivation User Access, Account Change, Password resets, etc.... (20-30 per day)	Create tasks/issues to developers to solve technical problems	Write off delinquent balances below \$200 (3 months of longer of non-payment)
Subscriber Users VS Subscriptions account: Run audit report, review subscriber accounts to make sure that they have appropriate set up	Process new Service Codes/Processors set up	Assist customers with resolving various reconciliation/finance/billing issues with CDB

## Alternative Fee Structure

The alternatives presented below are to provide alternate paths to Subscriber increases.

Option 1 - Increase the subscriber fee to \$95 which will bring the fee up to market value. \$215,919 increase in revenue

Option 2 - Increase the subscriber fee to \$75 and apply a \$3.00 invoice fee. \$292,690 increase in revenue

Option 3 - Keep subscriber fee at \$50 and apply a \$5.00 invoice fee. \$287,892 increase in revenue

Score	Work Scope	Project Name	Partner Name	Revenue Type	Phase	Start Date	Forecasted End Date	Actual End Date
22	New Application	NDA - Nursery - Nursery	Department of Agriculture	Revenue	CURRENT PROJECT PHASE: Testing	01/01/16	10/25/16	11/14/16
31	Enhancement	DMV - Vehicle Reg - New Plate Year	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Testing	02/05/16	10/18/16	11/21/16
32	Enhancement	DMV - TLR - New Plate Year	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Testing	02/05/16	11/15/16	11/28/16
35	Enhancement	DMV - Plate Manager - New Plate Year	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Testing	02/05/16	10/13/16	11/23/16
36	Enhancement	DMV - Plate Manager - New Plate Year Retemplate	Department of Motor Vehicles	Non-revenue	CURRENT PROJECT PHASE: Testing	08/10/16	10/14/16	11/30/16
37	Enhancement	AOC Appellate eFiling Subscriber Billing	State Court Administrator	Self-funded	CURRENT PROJECT PHASE: Testing	03/01/16	12/01/16	12/01/16
38	Enhancement	DMV - Splata - New Plate Year	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Testing	02/05/16	11/15/16	12/01/16
37	Enhancement	AOC WCC eFiling Subscriber Billing	State Court Administrator	Self-funded	CURRENT PROJECT PHASE: Testing	03/01/16	12/01/16	12/01/16
37	Enhancement	AOC Trial Courts eFiling Subscriber Billing	State Court Administrator	Self-funded	CURRENT PROJECT PHASE: Development	03/01/16	12/01/16	12/01/16
10	Enhancement	SOS - LLC Biennial & LLP Annual Report Filings	Secretary of State	Self-funded	CURRENT PROJECT PHASE: Planning	07/20/16	12/23/16	12/08/16
9	Enhancement	E&A - License Search - Re-template	Board of Engineers and Architects	Self-funded	CURRENT PROJECT PHASE: Development	10/17/16	12/08/16	12/03/16
11	Enhancement	SOS - eDocs - Statement of Change Page	Secretary of State	Self-funded	CURRENT PROJECT PHASE: Planning	08/17/16	11/28/16	12/12/16
11	Enhancement	E&A - License Search - Changes	Board of Engineers and Architects	Self-funded	CURRENT PROJECT PHASE: Testing	08/23/16	12/07/16	12/14/16
17	Enhancement	NDA FFAL Tonnage Remove Lime Reporting Records CR	Department of Agriculture	Self-funded	CURRENT PROJECT PHASE: Development	07/18/16	12/27/16	12/20/16
17	Enhancement	NDA FFAL Tonnage Fertilizer Navigation CR	Department of Agriculture	Self-funded	CURRENT PROJECT PHASE: Planning	04/11/16	12/22/16	12/22/16
5	Enhancement	SOS - eDocs - Add New Tribes/Codes	Secretary of State	Self-funded	CURRENT PROJECT PHASE: Planning	09/29/16	01/26/17	12/27/16
26	Enhancement	DMV - SPLATE - Breast Cancer Awareness Plate	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Testing	05/10/16	01/01/17	01/03/17
10	Enhancement	SOS - Biennial & Annual Reports (Paper PDFs)	Secretary of State	Self-funded	CURRENT PROJECT PHASE: Development	07/20/16	01/03/17	01/03/17
11	Enhancement	DHHS - Health License Monitoring - Re-template	Department of Health & Human Services	Self-funded	CURRENT PROJECT PHASE: Development	09/19/16	12/07/16	01/06/17
32	Enhancement	DMV - COA - Address Standardization	Department of Motor Vehicles	Non-revenue	CURRENT PROJECT PHASE: Planning	09/01/16	12/07/16	01/06/17
37	Enhancement	NSP Background Check Fee Decrease	Nebraska State Patrol	Revenue	CURRENT PROJECT PHASE: Initial	11/08/16	02/27/17	01/09/17
36	Enhancement	DMV Veh Reg Add Order Attributes in TPE	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Planning	08/31/16	01/11/17	01/10/17
7	Enhancement	SED - License List Ordering - Re-template	State Electrical Division	Self-funded	CURRENT PROJECT PHASE: Development	09/16/16	01/10/17	01/12/17
35	Enhancement	SOS - Nonprofit Corp Report Filings	Secretary of State	Self-funded	CURRENT PROJECT PHASE: Planning	07/20/16	12/22/16	01/17/17
29	Enhancement	DMV - Splata - TPE Order Attributes	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Planning	09/30/16	01/25/17	01/19/17
12	New Application	APA Retirement Submission Mailform	Auditor of Public Accounts	Non-revenue	CURRENT PROJECT PHASE: Proposal	08/14/16	02/24/17	01/19/17
12	New Application	APA Retirement Submission Mailform	Auditor of Public Accounts	Non-revenue	CURRENT PROJECT PHASE: Proposal	08/14/16	12/27/16	01/19/17
31	Enhancement	DMV - DLS - DLS Re-template	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Planning	10/12/16	01/27/17	01/19/17
17	Enhancement	AOC JUSTICE Demo ReDesign	State Court Administrator	Self-funded	CURRENT PROJECT PHASE: Planning	10/07/16	01/28/17	01/27/17
15	Enhancement	NDA Farmers Market - Add Dynamic Counties	Department of Agriculture	Self-funded	CURRENT PROJECT PHASE: Initial	10/14/16	02/01/17	02/01/17
3	Enhancement	SOS - UCC Search - Add 97 Bulk Filing Number	Secretary of State	Self-funded	CURRENT PROJECT PHASE: Planning	10/24/16	02/09/17	02/03/17
15	New Application	SOS - UCC XML Filing	Secretary of State	Self-funded	CURRENT PROJECT PHASE: Planning	08/13/16	01/13/17	02/06/17
14	Enhancement	DMV Change of Address Add Email Address CR	Department of Motor Vehicles	Self-funded	CURRENT PROJECT PHASE: Initial	10/12/16	02/21/17	02/07/17
30	Enhancement	AOC JUSTICE Master Index File Code Change CR	State Court Administrator	Self-funded	CURRENT PROJECT PHASE: Initial	10/19/16	02/17/17	02/07/17
13	Enhancement	BPA - CPE Reporting Changes	Board of Public Accountancy	Self-funded	CURRENT PROJECT PHASE: Initial	11/01/16	02/28/17	02/24/17
34	New Application	NSP CCW Renewal	Nebraska State Patrol	Revenue	CURRENT PROJECT PHASE: Planning	02/08/16	03/08/17	03/10/17
24	New Application	Gov - Gov2Go - Gov2Go Vehicle Reg	Governor	Self-funded	CURRENT PROJECT PHASE: Proposal	05/31/16	03/28/17	03/28/17
32	Enhancement	DMV - DLS - CDL Renewal	Department of Motor Vehicles	Revenue	CURRENT PROJECT PHASE: Planning	02/18/16	08/07/17	05/11/17
18	Enhancement	NDA Food Permits Owner/Firm Payment Option CR	Department of Agriculture	Self-funded	CURRENT PROJECT PHASE: Planning	08/28/16	08/27/17	08/12/17
27	New Application	NSP - Appointment Calendar - Calendaring	Nebraska State Patrol	Revenue	CURRENT PROJECT PHASE: Proposal	07/14/16	08/27/17	08/27/17
31	New Application	NBC Admin Interface & Backend Database	Nebraska Brand Committee	Revenue	CURRENT PROJECT PHASE: Planning	11/17/15	08/29/17	07/25/17
31	New Application	NBC Inspection Mobile App	Nebraska Brand Committee	Revenue	CURRENT PROJECT PHASE: Planning	11/17/15	08/21/17	08/24/17
4	New Application	Board of Geologists - License Renewals	Board of Geologists	Revenue	CURRENT PROJECT PHASE: Proposal	04/22/16	10/20/17	09/07/17
33	New Application	NDOR - Storefront Payments (CCP)	Department of Roads	Revenue	CURRENT PROJECT PHASE: Initial	04/13/16	07/28/17	09/07/17
19	New Application	NDVA Tuition Credit Waiver Application	Department of Veterans' Affairs	Revenue	CURRENT PROJECT PHASE: Planning	03/01/16	11/01/17	11/01/17
32	New Application	DMV - SR22 - SR28	Department of Motor Vehicles	Revenue	CURRENT PROJECT PHASE: Initial	07/12/16	11/07/17	11/07/17
21	Enhancement	DMV - SPLATE - Historical Plate	Department of Motor Vehicles	Revenue	CURRENT PROJECT PHASE: Initial	04/22/16	07/21/17	12/21/17
22	New Application	AOC eFiling Interpreter Schedule	State Court Administrator	Revenue	CURRENT PROJECT PHASE: Concept	02/25/16	01/04/18	01/04/18
19	New Application	NDOR - State Property Damage Payments	Department of Roads	Revenue	CURRENT PROJECT PHASE: Proposal	04/13/16	07/28/17	01/16/18
18	New Application	NDA Seed Registration & Renewal	Department of Agriculture	Revenue	CURRENT PROJECT PHASE: Proposal	04/16/16	12/05/17	02/05/18
18	New Application	SFM Training Application	State Fire Marshal	Revenue	CURRENT PROJECT PHASE: Concept	04/04/16	08/07/18	08/07/18



# Presents the Nebraska.gov General Manager's Report & Business Plan Update

Fourth Quarter  
October 2016 – December 2016

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## 2016 Business Plan Assessment

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Appendix 1: Financials outlining volume and revenue details for each service  
*(Section IV. W. 2. c.)*

Appendix 2: Project Status Reports (*Section IV. W. 4. a.*)

## Glossary of Terms

- **Free Service:** An application or website developed, hosted, and maintained by Nebraska Interactive that does not process payments.
- **Self Funded Service:** An application developed, hosted, and maintained by Nebraska Interactive that processes payments. Revenue from the service may or may not cover the cost of service, self fund.
- **Revenue:** Funds collected via a portal fee (user/statutory/partner) before revenue share to NSRB, hosting, merchant fees, marketing, etc.
- **Grant:** New application or enhancement funded by a grant obtained by the partner.
- **Time & Materials:** A new application or enhancement funded by the partner on a time and materials rate.

(Section IV. W. 2. c) **Manage – Overview of Portal Financial Value**

	2016	2015	2016	2015
	October	October	Jan-October	Jan-October
NI Revenue	\$555,464	\$483,108	\$5,464,529	\$5,055,748
10% NSRB Margin Share**	\$34,498	\$32,454	\$367,758	\$338,848
<b>Gross Margin</b>	<b>\$520,966</b>	<b>\$450,655</b>	<b>\$5,096,771</b>	<b>\$4,716,901</b>
<b>Operating Expenses</b>	<b>\$408,984</b>	<b>\$321,679</b>	<b>\$3,978,416</b>	<b>\$3,268,170</b>
<b>Nebraska Interactive Pre-Tax Income</b>	<b>\$111,982</b>	<b>\$128,976</b>	<b>\$1,118,355</b>	<b>\$1,448,730</b>
<b>Nebraska Interactive Provision for Income Tax Expense</b>	<b>\$44,878</b>	<b>\$50,314</b>	<b>\$448,198</b>	<b>\$579,226</b>
<b>Nebraska Interactive Net After-Tax Income</b>	<b>\$67,104</b>	<b>\$78,662</b>	<b>\$670,158</b>	<b>\$869,505</b>

\*\* This revenue is deposited into the NSRB Cash fund and reported in the NSRB Cash Fund Balance Report in the Executive Director’s report. This Partner share is the primary contributor to the NSRB Cash fund.

**Nebraska Interactive Revenue Subject to 10%**

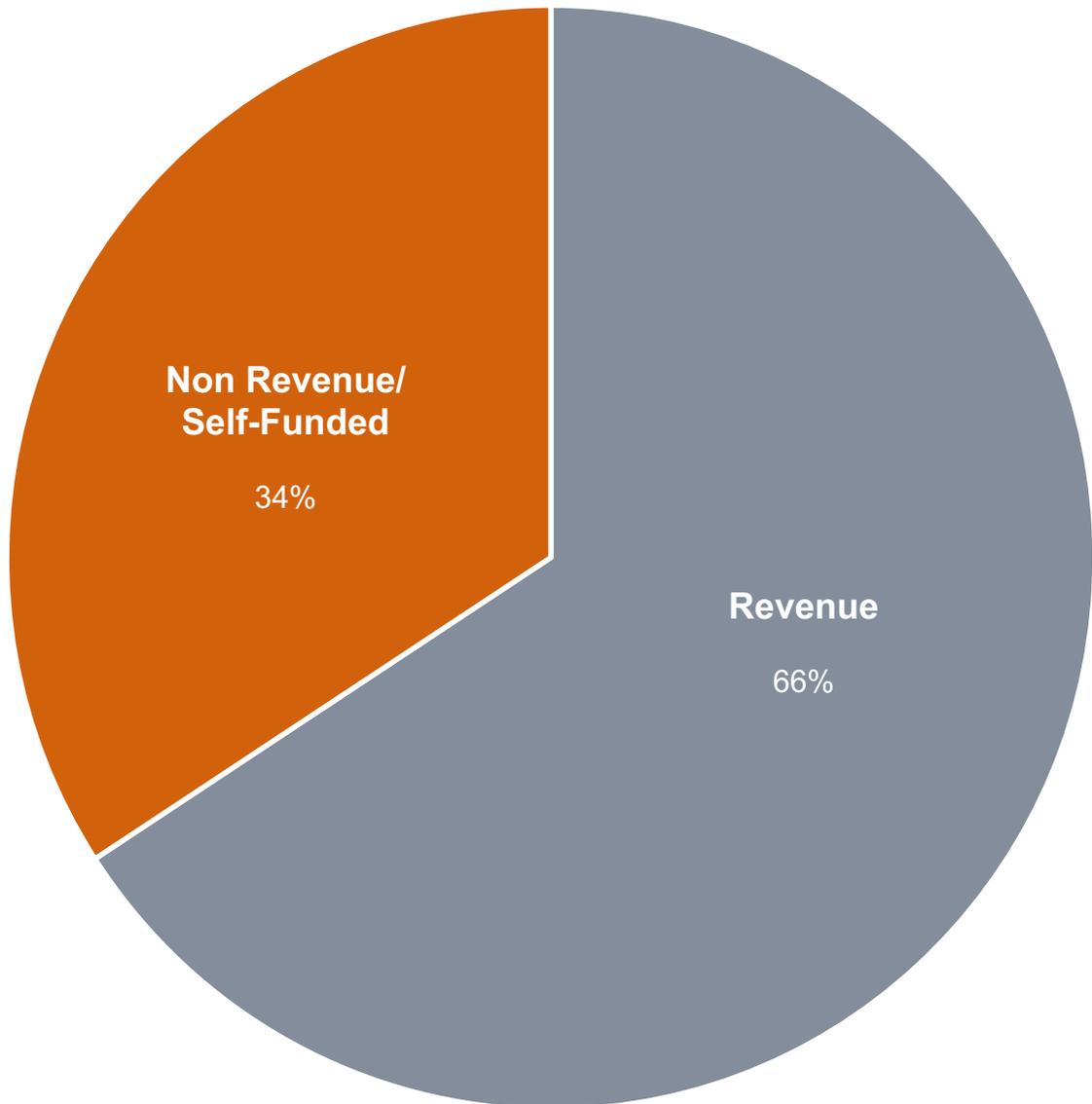
There a very limited number of services which are not subject to a 10% Partner share. These service do not include transactions such as T&M, Annual Subscriber revenues or are not subject to the NSRB through Legislation such as Courts and the Legislature.

NI Revenue	\$555,464	\$483,108	\$5,464,529	\$5,055,748
Courts, Subscriber and T&M (not included in NSRB 10%)	\$210,483	\$158,578	\$1,786,949	\$1,667,278
<b>NI Revenue Subject to 10%</b>	<b>\$344,981</b>	<b>\$324,531</b>	<b>\$3,677,580</b>	<b>\$3,388,471</b>

See Appendix 1 for Outlining Volume and Revenue for each service (Section IV. W. 2. c.)

## 2016 Year-to-Date

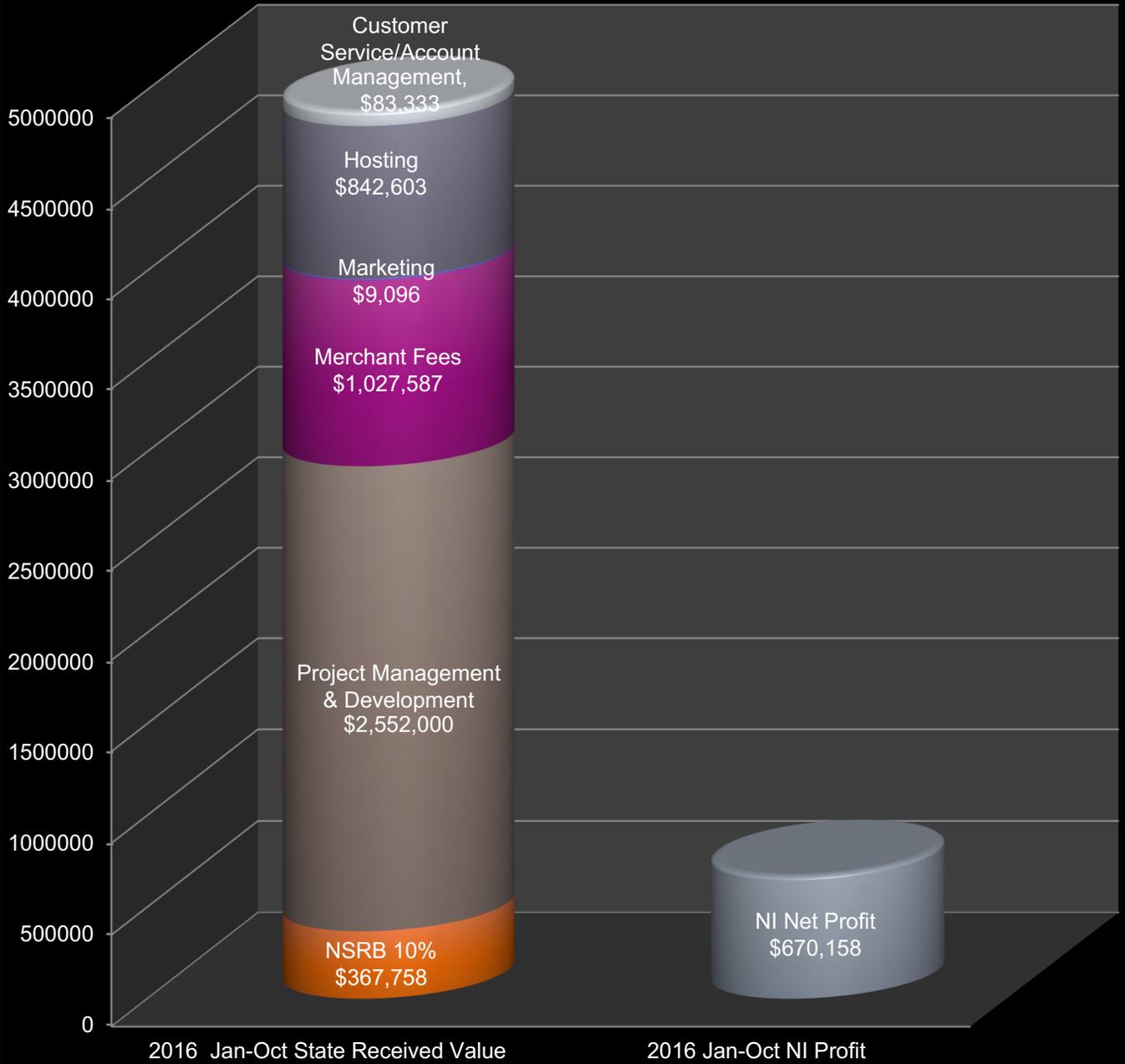
Time Spent on Revenue vs. Non-Revenue Generating Projects Logged



*For definitions, please see Glossary of Terms on page 3*

(Section IV. W. 2. c) **Manage - Overview of Portal Financial Value**

**Jan - October 2016 Self-funded Value**



**Note:** The above graph is not all inclusive.

\* Value categories displayed are based on actual expenses and Time & Material contract prices.

(Section IV. W. 3. a-b) **Manage – Network Monthly and Quarterly Reporting**

**UPTIME REPORT**

SEPT	OCT	NOV
100%	100%	-

**RESPONSE TIME REPORT**

SEPT	OCT	NOV
Avg. response time 508 ms	Avg. response time 510 ms	-

**NETWORK ISSUES DETAIL REPORT**

There are no networking issues or outages to report for the 4<sup>th</sup> quarter at this time.

*\* Downtime reporting tool rounds the time to 5 minute increments, actual downtime may be less.*

**Nebraska Interactive Quarterly Disaster Recovery Report**

Nebraska Interactive performed the 4<sup>rd</sup> quarter disaster recovery test on November 9<sup>th</sup>, 2016. We tested all web and application servers in Allen, TX. We validated that all of our services were operating and responding correctly. All tests were successful.

(Section IV. W. 2. a) Manage – Statistical Reports, Portal Traffic & Hit Counts

# Quarterly www.nebraska.gov Report

9/1/16 – 11/15/16

### Unique Visitors

**136,801**

% of Total: 100.00% (136,801)



### Total Visits

**259,599**

% of Total: 100.00% (259,599)



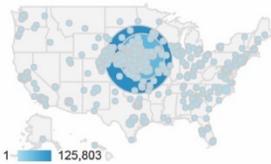
### % New Visits

**46.95%**

Avg for View: 46.95% (0.00%)



### Unique Pageviews



### Traffic Drivers

Source / Medium	Sessions	Avg. Session Duration
(direct) / (none)	176,351	00:03:51
google / organic	30,743	00:01:45
bing / organic	14,472	00:01:50
clickdmv.ne.gov / referral	5,459	00:03:28
yahoo / organic	5,385	00:01:06
dcs-inmatsearch.ne.gov / referral	2,755	00:02:41
sos.ne.gov / referral	2,432	00:01:52
access.sterlinginfosystems.com / referral	2,008	00:03:45
dhhs.ne.gov / referral	1,292	00:01:21
agaccess.sterlinginfosystems.com / referral	921	00:03:20

### Most Popular Pages

Page Title	Pageviews	Avg. Time on Page
Home   Nebraska.gov	302,906	00:05:03
Authorization Required   Nebraska.gov	21,953	00:03:16
All Agencies   Nebraska.gov	18,518	00:03:23
All Services   Nebraska.gov	16,907	00:03:00
Find a Job   Nebraska.gov	12,886	00:04:26
Error 404   Nebraska.gov	12,651	00:00:53
Courts & Legal   Nebraska.gov	8,085	00:04:35
Judicial Branch   Nebraska.gov	7,437	00:05:14
Contact Us   Nebraska.gov	6,371	00:01:52
Unexpected Error   Nebraska.gov	5,729	00:03:46

### Top Landing Pages

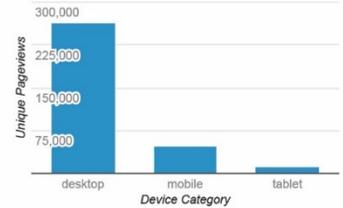
Landing Page	Entrances	Bounce Rate
/	191,327	64.93%
/agencies/	7,054	71.41%
/services/	6,699	82.49%
/employment/find-job/	5,154	87.87%
/contact-us/	3,667	69.38%
/justice/name.shtml	3,105	72.62%
/justice/	2,273	76.07%
/policies/	2,207	82.28%
/featured/courts-legal/	2,072	78.86%
/attractions/city-county/	1,980	80.15%

**NOTE:**  
The remaining November and December data will be included in the next quarterly report.

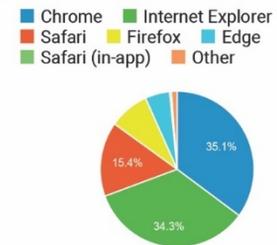
### Traffic from Social Networks

Social Network	Sessions
Facebook	286
Twitter	98
LinkedIn	37
Naver	4
Weebly	3

### Device Type used to Visit Website



### Users by Browser



### Internet Explorer Browser Versions

Browser Version	Users
11.0	33,830
8.0	5,379
7.0	3,692
9.0	2,051
10.0	1,864
9.10	3
6.0	1

## Progress Reports of Projects & Marketing Efforts Underway

**Projects** See appendix 2 (page 22) for Project Status Reports

### Marketing

#### Award Winners

State of Nebraska: Government Website Design , W3 Award, Nebraska.gov

State of Nebraska: User Interface, W3 Award, Nebraska.gov

State of Nebraska: Government Website, Summit Marketing Effective Award

#### Award Submissions

State of Nebraska: Government, Davey Wards, Nebraska.gov

Attorney General: Social Responsibility, Davey Wards, Protect the Good Life

SOS: Web Awards, NERegtoVote application

State of Nebraska: Government, Web Awards

State of Nebraska: Government, Mobile webAward

#### Social Media, YTD increases in followers 11.7% on Twitter and 8.7% on FB

68 posts on behalf of 27 different partners

Campaigns: #statepride, #NE, #vote, #veterans, #getoutthevote

#### Press Release

Nebraska.gov Website Awarded Two Awards from the Academy of Interactive & Visual Arts (User Interface & Government Website Design)

Nebraska.gov Website wins Marketing Effectiveness Award

Nebraska Brand Committee Moves Forward with Technology to Streamline Process

Nebraska DMV - Impressive Impact with the Change of Address Online application for Driver License

#### Public Relations

BBB Membership

Lincoln Chamber: Growth and Development + Public Policy Forum

Nebraska Department of Education Business Executive Meeting. Panel Member

#### Branding, Marketing Collateral & Communications

NSBA Event Collateral

Courts eFiling Communication Plan: Subscription Migration

Nebraska Interactive Bus-Dev toolkit: General Overview of Services, Passport Services

Customer Database Demo.

(Section IV. J. 3.) **Leverage - NIC projects and portals in the news**

**November 7, 2016** | [Kansas State Board of Nursing Launches Online Applications](#)

**November 3, 2016** | [Local governments can master the money with payment engine technology](#)

**November 1, 2016** | [Kentucky Board of Respiratory Care License Renewal Now Open](#)

**November 1, 2016** | [Arkansas First to Launch Official Government App for Apple TV](#)

**October 27, 2016** | [Alabama Hunters Now Able to Report Harvests Via Mobile App](#)

**October 19, 2016** | [Delaware Unveils Collaborative Data Project, Portal](#)

**October 18, 2016** | [Maine Online Driver License Renewal Service Now Allows Users to Update Address](#)

**October 17, 2016** | [Fick Fossil Museum, Now Accepting Credit Cards](#)

**October 14, 2016** | [Nebraska Brand Committee Moves Forward With Technology to Streamline Processes](#)

**October 13, 2016** | [Maryland Business Express One-Stop Service Receives Digital Government Achievement Award](#)

**September 22, 2016** | [Gov2Go Helps Arkansans Get Ready to Vote](#)

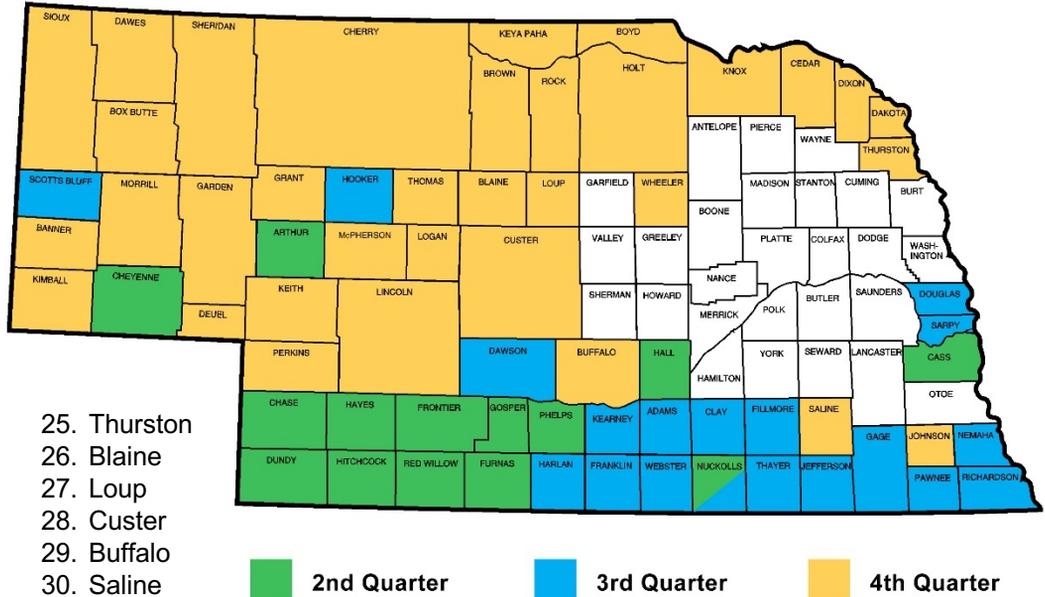
**September 9, 2016** | [The Big Redesign: What's Next for Government Websites?](#)

**September 8, 2016** | [Hawaii Department of Health Receives 2016 Digital Government Achievement Award](#)

(Section IV. J. 6.) Propose - New Services and Ideas Proposed

Expanding Services – 4<sup>th</sup> Quarter

1. Sioux
2. Banner
3. Kimball
4. Dawes
5. Box Butte
6. Morrill
7. Sheridan
8. Garden
9. Deuel
10. Cherry
11. Grant
12. Keith
13. Perkins
14. Thomas
15. McPherson
16. Lincoln
17. Logan
18. Keya Paha
19. Boyd
20. Holt
21. Knox
22. Cedar
23. Dixon
24. Dakota



25. Thurston
26. Blaine
27. Loup
28. Custer
29. Buffalo
30. Saline
31. Johnson
32. Wheeler
33. Brown
34. Rock

Business Development Updates:

- Signed an additional twenty two of the counties listed above up for Proof of Insurance (POI) with the DMV.
- Continuing to make calls to the towns and cities of Nebraska. Julian Staab, Nebraska Interactive Business Development Manger, is in the process of adding six more towns/cities this quarter. One of the six is the City of Waverly, which is bring other oppotunities that include building their website as well.
- Continuing in talks with over ten partners to move their website content to the Meadowlark system.
- Continuing talks with a couple of cities and Lincoln Parking regarding developing a custom application.
- Continuing the partnership with DHHS and have completed three PayPort services and in the middle of making progress on other departments with PayPort and Mail Forms.
- Signed up the Nebraska Historical Society with PayPort and are finalizing our plans for building a new website for them.

(Section IV. J. 5.) **Nebraska technology creates Nebraska Interactive Expansion**

## 2016 Headcount 21 from 19



### Increased Office Space

In 2010, we reconfigured our space to maximize for growth. Our current office footprint only allows for 18 staff.

Based on new service growth and anticipated increase in maintenance growth we project to grow the staff to a 24 headcount by 2019.

### Why is staff growth important?

State technology investments require us to re-develop services, using the same level of funding and staffing.

#### 2017 – 2018

59 Active services with the Secretary of States office will need to be re-developed to meet the new technology

#### 2018 – 2021

80 active services with the Department of Motor Vehicles will need to be re-developed to meet the new technology

The State is evaluating the cost savings through consolidating professional licensing in the State. This would have an impact to 13 of our State Partners and 97 professional licensing services.

# Appendix 1

**Payment Statement  
October 31, 2016**

TO: Nebraska State Records Board  
c/o Secretary of State's Office  
Room 2300, State Capitol  
Lincoln, NE 68509-4608

FROM: Nebraska Interactive LLC  
1 S. 13th, Suite 301  
Lincoln, NE 68508



**PERIOD COVERED: September 1st - September 30th**

**Transaction Services Subject to the 10% Split with the Nebraska State Records Board**

<b>Service/Volume Processed</b>	<b>No. of Records</b>	<b>Fee per Record</b>	<b>Total Revenue</b>	<b>Agency Share</b>	<b>NII Gross Share</b>	<b>NSRB Share (10%)</b>	<b>NII Share (90%)</b>
DMV- DLR - Batch	16,070	\$3.00	\$48,210.00	\$32,140.00	\$16,070.00	\$1,607.00	\$14,463.00
DMV- DLR - Monitoring Fee	625,967	\$0.06	\$37,558.02	\$25,038.68	\$12,519.34	\$1,251.93	\$11,267.41
DMV- DLR - Interactive	66,964	\$3.00	\$200,892.00	\$133,928.00	\$66,964.00	\$6,696.40	\$60,267.60
DMV- DLR - Certified	46	\$3.00	\$138.00	\$92.00	\$46.00	\$4.60	\$41.40
DMV- DLR - Certified Transcript	203	\$4.00	\$812.00	\$609.00	\$203.00	\$20.30	\$182.70
DMV - DLR Single	1,170	\$3.00	\$3,510.00	\$2,340.00	\$1,170.00	\$117.00	\$1,053.00
DMV - Driver License Renew	7,300	Variable	\$162,484.00	\$153,290.00	\$9,194.00	\$919.40	\$8,274.60
DMV- TLR - Interactive	12,979	\$1.00	\$12,979.00	\$5,191.60	\$7,787.40	\$778.74	\$7,008.66
DMV- TLR - batch	49,750	\$1.00	\$49,750.00	\$19,900.00	\$29,850.00	\$2,985.00	\$26,865.00
DMV- TLR - Set-up Fee	0	\$55.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMV- TLR - Special Request Runs	9	\$50.00	\$450.00	\$306.00	\$144.00	\$14.40	\$129.60
DMV- TLR - Vol. Over 2,000/Run	10	\$18.00	\$180.00	\$100.00	\$80.00	\$8.00	\$72.00
DMV - Reinstatement	2,009	\$3.00	\$148,708.00	\$142,675.00	\$6,033.00	\$603.30	\$5,429.70
DMV - Specialty Plates	1,242	\$3.00	\$55,501.00	\$51,775.00	\$3,726.00	\$372.60	\$3,353.40
DMV - IRP	188	Variable	\$108,650.36	\$107,905.90	\$744.46	\$74.45	\$670.01
DMV - IFTA	70	Variable	\$5,380.24	\$5,248.83	\$131.41	\$13.14	\$118.27
DMV - SingleTripPermit	804	Variable	\$33,066.00	\$30,370.00	\$2,696.00	\$269.60	\$2,426.40
DMV - Motor Vehicle Renewals	22,492	Variable	\$4,561,560.77	\$4,458,324.70	\$103,236.07	\$10,323.61	\$92,912.46
HHSS - Health Practitioner Lists	75	Variable	\$4,705.00	\$0.00	\$4,705.00	\$470.50	\$4,234.50
HHSS - Health Practitioner Lists Bulk	1	Variable	\$380.00	\$0.00	\$380.00	\$38.00	\$342.00
HHSS - Health License Monitoring	14,181	Variable	141.81	0.00	141.81	\$14.18	\$127.63
HHSS - Health License Monitoring Mo. Min.	2	Variable	29.3	0	29.3	\$2.93	\$26.37
HHSS - Health Risk Appraisal Company	0	50	0	0	0	\$0.00	\$0.00
HHSS - Health Risk Appraisal Employee	0	Variable	0	\$0.00	\$0.00	\$0.00	\$0.00
LCC Renewals	217	\$1.00	\$15,206.55	\$14,665.00	\$541.55	\$54.16	\$487.39
LCC Local Renewals	124	Variable	\$118,413.24	\$116,898.01	\$1,515.23	\$151.52	\$1,363.71
SED - Electrical Permits	688	4% of Fee	\$75,488.00	\$75,488.00	\$3,019.52	\$301.95	\$2,717.57
SED - Electrician License Renewal	0	2% of Fee	\$0.00	0.00	0.00	\$0.00	\$0.00
SED - Electrician Apprentice License	64	3.00	\$1,472.00	1,280.00	192.00	\$19.20	\$172.80
SED - License List	1	Variable	\$35.00	35.00	5.00	\$0.50	\$4.50
SEDEXAM3 - Exam Application (\$3 fee)	9	3.00	\$567.00	567.00	27.00	\$2.70	\$24.30
SEDEXAM5 - Exam Application (\$5 fee)	5	5.00	\$650.00	650.00	25.00	\$2.50	\$22.50
SOS - Corporation filings (LLC/LLP)	0	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - NonProfit Reports	0	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - Document eDelivery	963	\$2/vari	\$72,697.35	\$70,330.00	\$2,367.35	\$236.74	\$2,130.61
SOS - Corp filings (Foreign/Domestic Corporati	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - Certificate of Good Standing Orders	46	\$10.00	\$460.00	\$460.00	\$0.00	\$0.00	\$0.00
SOS - Online Certificate of Good Standing	544	\$6.50	\$3,536.00	\$1,360.00	\$2,176.00	\$217.60	\$1,958.40
SOS - Online Certificate of Good Standing Cre	408	\$6.50	\$2,652.00	\$1,020.00	\$1,632.00	\$163.20	\$1,468.80

SOS - Corporate Monthly Batch Service	3	\$800.00	\$2,400.00	\$1,200.00	\$1,200.00	\$120.00	\$1,080.00
SOS - Corporate Special Request(TPE)	14	Variable	\$300.00	\$150.00	\$150.00	\$15.00	\$135.00
SOS - Corporate Special Request	6	\$15.00	\$90.00	\$45.00	\$45.00	\$4.50	\$40.50
SOS - Corporate Images Subscriber	3,914	\$0.45	\$1,761.30	\$1,252.48	\$508.82	\$50.88	\$457.94
SOS - Corporate Images Credit Card	2,494	\$0.45	\$1,122.30	\$798.08	\$324.22	\$32.42	\$291.80
SOS - Corporate Bi-Monthly Batch Service	0	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - Corporate Weekly Batch Service	9	\$300.00	\$2,700.00	\$1,350.00	\$1,350.00	\$135.00	\$1,215.00
SOS - UCC Bi-Monthly Batch Service	0	500.00	\$0.00	0.00	0.00	\$0.00	\$0.00
SOS - UCC Bulk Images	1	\$800.00	\$800.00	\$400.00	\$400.00	\$40.00	\$360.00
SOS - UCC Weekly Batch Service	9	\$300.00	\$2,700.00	\$1,350.00	\$1,350.00	\$135.00	\$1,215.00
SOS - UCC Interactive Searches	5,078	\$4.50	\$22,851.00	\$17,773.00	\$5,078.00	\$507.80	\$4,570.20
SOS - UCC Monthly Batch Service	2	\$800.00	\$1,600.00	\$800.00	\$800.00	\$80.00	\$720.00
SOS - UCC Special Request	4	Variable	\$8.00	\$4.00	\$4.00	\$0.40	\$3.60
SOS - UCC Periodic Dump	0	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - UCC Debtor Location	10	\$15.00	\$150.00	\$75.00	\$75.00	\$7.50	\$67.50
SOS - UCC Continuationl Filings	1,500	\$8.00	\$12,000.00	\$9,750.00	\$2,250.00	\$225.00	\$2,025.00
SOS - UCC Original Filings	2,170	\$8.00	\$17,360.00	\$14,430.50	\$2,929.50	\$292.95	\$2,636.55
SOS - UCC Electronic Amendments	460	\$8.00	\$3,680.00	\$2,990.00	\$690.00	\$69.00	\$621.00
SOS - UCC Electronic Assignments	0	\$8.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - UCC Electronic Collateral Amendments	130	\$8.00	\$1,040.00	\$845.00	\$195.00	\$19.50	\$175.50
SOS - UCC Images	8,955	\$0.45	\$4,029.75	\$2,865.60	\$1,164.15	\$116.42	\$1,047.73
SOS - UCC BatchSemi Monthly	2	\$500.00	\$1,000.00	\$500.00	\$500.00	\$50.00	\$450.00
SOS - EFS Interactive Searches	926	\$4.50	\$4,167.00	\$3,241.00	\$926.00	\$92.60	\$833.40
SOS - EFS Special Request	0	\$2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - EFS Continuations	473	\$8.00	\$3,784.00	\$3,074.50	\$709.50	\$70.95	\$638.55
SOS - EFS Original Filings	167	\$8.00	\$1,336.00	\$1,085.50	\$250.50	\$25.05	\$225.45
REV - Sales/Use Tax Permit Lists	6	\$5.50	\$33.00	\$0.00	\$33.00	\$3.30	\$29.70
REV - Sales Tax Filings	0	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REV - Income Tax Withholding Filings (941N)	0	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NBPA Renewals	0	5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NREC - Real Estate Commission Services	110	3% of Fee	\$15,730.00	\$15,258.10	\$471.90	\$47.19	\$424.71
E&A - Engineers & Architects License Renewal	11	5% of Fee	\$880.00	\$880.00	\$44.00	\$4.40	\$39.60
E&A - Engineers & Architects Recip	16	5% of Fee	\$2,400.00	\$2,400.00	\$120.00	\$12.00	\$108.00
Water Well Registrations	223	5% of Fee	\$18,060.00	\$16,795.80	\$1,264.20	\$126.42	\$1,137.78
REV - Motor Fuels Tax Filing	491	\$0.25	\$122.75	\$0.00	\$122.75	\$12.28	\$110.47
NDOA - Applicator permits	13	\	\$650.00	\$619.00	\$31.00	\$3.10	\$27.90
NDOA-Measuring device	133	Variable	\$22,624.73	\$22,001.73	\$623.00	\$62.30	\$560.70
NDOA-AGDRYBEAN/AGIMPORTEGG/AGCW	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NDOA-AGSMALL_PACKAGE	1	Variable	\$151.75	\$150.00	\$1.75	\$0.18	\$1.57
NDOA-AGFFAL_Tonnage	5	Variable	\$825.88	\$815.24	\$10.64	\$1.06	\$9.58
NDOA-AGGFAL_Renew	3	Variable	\$33.87	\$30.00	\$3.87	\$0.39	\$3.48
NDOA - DAIRY/EGG/TURKEY	10	Variable	\$26,042.32	\$25,996.25	\$46.07	\$4.61	\$41.46
NDOA - Grape/Potato	1	Variable	\$4,452.20	\$4,342.33	\$109.87	\$10.99	\$98.88
NDOA -Food License Renewals	89	Variable	\$15,762.10	\$15,442.17	\$319.93	\$31.99	\$287.94
NDOA - AGMILK_RENEW	4	Variable	\$611.99	\$600.00	\$11.99	\$1.2	\$10.79
NDOA - AGACTNMRKT	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
AG -Pesticide License Renewals	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NDOA -Governor Ag Conference	0	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SFM - Fireworks Licenses/Permits	14	Variable	287.65	265.00	\$22.65	\$2.27	\$20.38
OTC-Over the counter payment	9,213	Variable	\$1,497,326.09	\$1,468,773.60	\$28,552.49	\$2,855.25	\$25,697.24
PropertyTax Payments	130	Variable	\$364,231.39	\$362,967.06	\$1,264.33	\$126.43	\$1,137.90
DOL-Contractor Registration	938	Variable	\$42,194.20	\$39,355.00	\$2,839.20	\$283.92	\$2,555.28

NDOL_BOILER	20	Variable	\$2,199.00	\$2,139.00	\$60.00	\$6.00	\$54.00
NDOL_ELEVATOR	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NDOL_OVR_PMT	71	Variable	\$5,725.23	\$5,599.67	\$125.56	\$12.56	\$113.00
State Patrol Crime Report	1,171	\$18.00	\$36,144.00	\$30,120.00	\$6,024.00	\$602.40	\$5,421.60
State Patrol Crime Report - Subscriber	308	Variable	\$5,412.00	\$4,620.00	\$792.00	\$79.20	\$712.80
Event Registration	171	10% of Fee	\$10,525.00	\$9,529.50	\$995.50	\$99.55	\$895.95
Sarpy_Stop	247	Variable	\$27,652.43	\$26,980.48	\$671.95	\$67.20	\$604.75
Medicaid & Long Term Care	43	\$1.75	\$0.00	\$0.00	\$75.25	\$7.53	\$67.72
Micellaneous Charge for Swipers	0	variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>SUBTOTAL</b>			<b>\$7,911,219.57</b>	<b>\$7,571,647.31</b>	<b>\$342,888.03</b>	<b>\$34,288.84</b>	<b>\$308,599.19</b>

#### Transaction Services Not Subject to the 10% Split with the Nebraska State Records Board

Service/Volume Processed	No. of Records	Fee per Record	Total Revenue	Agency Share	NII Gross Share	NII Share
Court Records (Justice) Per Record	145,069	\$1.00	\$145,069.00	72,534.50	72,534.50	\$72,534.50
Court Records (Justice) Monthly	87	\$500.00	\$43,500.00	\$21,750.00	21,750.00	\$21,750.00
Court Records (Justice) Credit Card Searches	381	\$15.00	\$5,715.00	\$2,857.50	2,857.50	\$2,857.50
Court E-Filing	14,196	\$1.00	\$353,801.00	\$353,801.00	14,196.00	\$14,196.00
COURTAPELFILE	12	\$2.00	\$272.00	\$250.00	22.00	\$22.00
courtjudge	39	\$50.00	\$1,950.00	\$0.00	\$1,950.00	\$1,950.00
Court Citations	6,111	Variable	\$812,348.93	\$795,776.88	16,572.05	\$16,572.05
Court Payments	2,423	Variable	\$716,741.49	\$707,445.73	9,295.76	\$9,295.76
Lobbyist Registration	4	\$0.05	\$800.00	\$800.00	40.00	\$40.00
OTC-Court payments	2	Variable	\$216.82	\$211.55	5.27	\$5.27
LEG - BillTracker (1-3 eProfiles)	0	\$50.00	\$0.00	\$0.00	0.00	\$0.00
LEG - BillTracker (4-10 eProfiles)	0	\$100.00	\$0.00	\$0.00	0.00	\$0.00
LEG - BillTracker (11-20 eProfiles)	0	\$250.00	\$0.00	\$0.00	0.00	\$0.00
LEG - BillTracker (Unlimited eProfiles)	0	\$500.00	\$0.00	\$0.00	0.00	\$0.00
wccfile	347	Variable	\$1,353.00	\$390.00	\$963.00	\$963.00
scalesubscr	708	Variable	\$708.00	\$354.00	354.00	\$354.00
<b>SUBTOTAL</b>			<b>2,082,475.24</b>	<b>1,956,171.16</b>	<b>140,540.08</b>	<b>140,540.08</b>
						<b>\$22,458.85</b>

#### Other Revenue Not Subject to the 10% Split with the Nebraska State Records Board

Other Revenue/Adjustments	Number	Fee per Item	Total Revenue	NII Gross Share	NII Share
Grants/ Special Projects			9,898.56	9,898.56	9,898.56
Subscriptions - New	350	50.00	17,500.00	17,500.00	17,500.00
- Renewals	0	50.00	0.00	0.00	0.00
Billing Minimums/Adjustments	0		0.00	0.00	0.00
Revenue Affecting adjustments					
<b>SUBTOTAL</b>			<b>\$27,398.56</b>	<b>\$27,398.56</b>	

#### Other Applications Maintained and Supported - No Revenue

Service/Volume Processed	No. of Transactions	Fee per Record	Total Revenue	Agency Share	NII Share
DAS - State Directory Order	0	5.00	0.00	0.00	0.00

DED -Conference Registration	0	75.00	0.00	0.00	0.00
DHHS - Birth Certificate Order	1,383	17.00	28,016.00	0.00	0.00
LCC -Tax Payments	32	variable	2,715,207.00	2,715,207.00	0.00
					0.00

**SUBTOTAL** **\$2,743,223.00** **\$2,715,207.00**

**Payment Statement  
November 30, 2016**

TO: Nebraska State Records Board  
c/o Secretary of State's Office  
Room 2300, State Capitol  
Lincoln, NE 68509-4608

FROM:  Nebraska Interactive LLC  
301 S. 13th, Suite 301  
Lincoln, NE 68508

**PERIOD COVERED:** October 1st - October 31st

**Transaction Services Subject to the 10% Split with the Nebraska State Records Board**

Service/Volume Processed	No. of Records	Fee per Record	Total Revenue	Agency Share	NII Gross Share	NSRB Share (10%)	NII Share (90%)
DMV- DLR - Batch	15,309	\$3.00	\$45,927.00	\$30,618.00	\$15,309.00	\$1,530.90	\$13,778.10
DMV- DLR - Monitoring Fee	619,504	\$0.06	\$37,170.24	\$24,780.16	\$12,390.08	\$1,239.01	\$11,151.07
DMV- DLR - Interactive	63,268	\$3.00	\$189,804.00	\$126,536.00	\$63,268.00	\$6,326.80	\$56,941.20
DMV- DLR - Certified	24	\$3.00	\$72.00	\$48.00	\$24.00	\$2.40	\$21.60
DMV- DLR - Certified Transcript	196	\$4.00	\$784.00	\$588.00	\$196.00	\$19.60	\$176.40
DMV - DLR Single	1,106	\$3.00	\$3,318.00	\$2,212.00	\$1,106.00	\$110.60	\$995.40
DMV - Driver License Renew	7,710	Variable	\$171,696.00	\$162,006.00	\$9,690.00	\$969.00	\$8,721.00
DMV- TLR - Interactive	12,585	\$1.00	\$12,585.00	\$5,034.00	\$7,551.00	\$755.10	\$6,795.90
DMV- TLR - batch	31,788	\$1.00	\$31,788.00	\$12,715.20	\$19,072.80	\$1,907.28	\$17,165.52
DMV- TLR - Set-up Fee	0	\$55.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMV- TLR - Special Request Runs	10	\$50.00	\$500.00	\$340.00	\$160.00	\$16.00	\$144.00
DMV- TLR - Vol. Over 2,000/Run	13	\$18.00	\$234.00	\$130.00	\$104.00	\$10.40	\$93.60
DMV - Reinstatement	1,894	\$3.00	\$140,944.00	\$135,250.00	\$5,694.00	\$569.40	\$5,124.60
DMV - Specialty Plates	2,076	\$3.00	\$67,563.00	\$61,335.00	\$6,228.00	\$622.80	\$5,605.20
DMV - IRP	262	Variable	\$1,108,699.03	\$1,105,820.63	\$2,878.40	\$287.84	\$2,590.56
DMV - IFTA	1,093	Variable	\$217,179.87	\$215,568.99	\$1,610.88	\$161.09	\$1,449.79
DMV - SingleTripPermit	769	Variable	\$31,567.00	\$28,995.00	\$2,572.00	\$257.20	\$2,314.80
DMV - Motor Vehicle Renewals	22,440	Variable	\$4,680,272.65	\$4,574,662.51	\$105,610.14	\$10,561.01	\$95,049.13
HHSS - Health Practitioner Lists	69	Variable	\$4,060.00	\$0.00	\$4,060.00	\$406.00	\$3,654.00
HHSS - Health Practitioner Lists Bulk	2	Variable	\$805.00	\$0.00	\$805.00	\$80.50	\$724.50
HHSS - Health License Monitoring	14,669	Variable	146.69	0.00	146.69	\$14.67	\$132.02
HHSS - Health License Monitoring Mo. Min.	3	Variable	43.55	0	43.55	\$4.36	\$39.19
HHSS - Health Risk Appraisal Company	0	50	0	0	0	\$0.00	\$0.00
HHSS - Health Risk Appraisal Employee	0	Variable	0	\$0.00	\$0.00	\$0.00	\$0.00
LCC Renewals	255	\$1.00	\$18,508.32	\$17,875.00	\$633.32	\$63.33	\$569.99
LCC Local Renewals	96	Variable	\$87,899.68	\$87,110.11	\$789.57	\$78.96	\$710.61
SED - Electrical Permits	727	4% of Fee	\$70,003.00	\$70,003.00	\$2,800.12	\$280.01	\$2,520.11
SED - Electrician License Renewal	1,235	2% of Fee	\$77,295.00	73,590.00	3,705.00	\$370.50	\$3,334.50
SED - Electrician Apprentice License	45	3.00	\$1,035.00	900.00	135.00	\$13.50	\$121.50
SED - License List	0	Variable	\$0.00	0.00	0.00	\$0.00	\$0.00
SEDEXAM3 - Exam Application (\$3 fee)	23	3.00	\$1,449.00	1,449.00	69.00	\$6.90	\$62.10
SEDEXAM5 - Exam Application (\$5 fee)	5	5.00	\$650.00	650.00	25.00	\$2.50	\$22.50
SOS - Corporation filings (LLC/LLP)	0	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - NonProfit Reports	0	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - Document eDelivery	1,107	\$2/vari	\$87,640.85	\$84,860.00	\$2,780.85	\$278.09	\$2,502.76
SOS - Corp filings (Foreign/Domestic Corporati	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - Certificate of Good Standing Orders	34	\$10.00	\$340.00	\$340.00	\$0.00	\$0.00	\$0.00
SOS - Online Certificate of Good Standing	531	\$6.50	\$3,451.50	\$1,327.50	\$2,124.00	\$212.40	\$1,911.60
SOS - Online Certificate of Good Standing Cre	453	\$6.50	\$2,944.50	\$1,132.50	\$1,812.00	\$181.20	\$1,630.80

SOS - Corporate Monthly Batch Service	4	\$800.00	\$3,200.00	\$1,600.00	\$1,600.00	\$160.00	\$1,440.00
SOS - Corporate Special Request(TPE)	12	Variable	\$225.00	\$112.50	\$112.50	\$11.25	\$101.25
SOS - Corporate Special Request	5	\$15.00	\$75.00	\$37.50	\$37.50	\$3.75	\$33.75
SOS - Corporate Images Subscriber	4,526	\$0.45	\$2,036.70	\$1,448.32	\$588.38	\$58.84	\$529.54
SOS - Corporate Images Credit Card	2,742	\$0.45	\$1,233.90	\$877.44	\$356.46	\$35.65	\$320.81
SOS - Corporate Bi-Monthly Batch Service	0	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - Corporate Weekly Batch Service	9	\$300.00	\$2,700.00	\$1,350.00	\$1,350.00	\$135.00	\$1,215.00
SOS - UCC Bi-Monthly Batch Service	0	500.00	\$0.00	0.00	0.00	\$0.00	\$0.00
SOS - UCC Bulk Images	1	\$800.00	\$800.00	\$400.00	\$400.00	\$40.00	\$360.00
SOS - UCC Weekly Batch Service	9	\$300.00	\$2,700.00	\$1,350.00	\$1,350.00	\$135.00	\$1,215.00
SOS - UCC Interactive Searches	5,871	\$4.50	\$26,419.50	\$20,548.50	\$5,871.00	\$587.10	\$5,283.90
SOS - UCC Monthly Batch Service	2	\$800.00	\$1,600.00	\$800.00	\$800.00	\$80.00	\$720.00
SOS - UCC Special Request	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - UCC Periodic Dump	0	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - UCC Debtor Location	13	\$15.00	\$195.00	\$97.50	\$97.50	\$9.75	\$87.75
SOS - UCC Continuationl Filings	1,942	\$8.00	\$15,536.00	\$12,623.00	\$2,913.00	\$291.30	\$2,621.70
SOS - UCC Original Filings	1,985	\$8.00	\$15,880.00	\$13,200.25	\$2,679.75	\$267.98	\$2,411.77
SOS - UCC Electronic Amendments	509	\$8.00	\$4,072.00	\$3,308.50	\$763.50	\$76.35	\$687.15
SOS - UCC Electronic Assignments	3	\$8.00	\$24.00	\$19.50	\$4.50	\$0.45	\$4.05
SOS - UCC Electronic Collateral Amendments	190	\$8.00	\$1,520.00	\$1,235.00	\$285.00	\$28.50	\$256.50
SOS - UCC Images	10,895	\$0.45	\$4,902.75	\$3,486.40	\$1,416.35	\$141.64	\$1,274.71
SOS - UCC BatchSemi Monthly	2	\$500.00	\$1,000.00	\$500.00	\$500.00	\$50.00	\$450.00
SOS - EFS Interactive Searches	1,214	\$4.50	\$5,463.00	\$4,249.00	\$1,214.00	\$121.40	\$1,092.60
SOS - EFS Special Request	0	\$2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SOS - EFS Continuations	500	\$8.00	\$4,000.00	\$3,250.00	\$750.00	\$75.00	\$675.00
SOS - EFS Original Filings	178	\$8.00	\$1,424.00	\$1,157.00	\$267.00	\$26.70	\$240.30
REV - Sales/Use Tax Permit Lists	5	\$5.50	\$27.50	\$0.00	\$27.50	\$2.75	\$24.75
REV - Sales Tax Filings	0	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REV - Income Tax Withholding Filings (941N)	0	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NBPA Renewals	0	5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NREC - Real Estate Commission Services	398	3% of Fee	\$83,510.00	\$81,004.70	\$2,505.30	\$250.53	\$2,254.77
E&A - Engineers & Architects License Renewal	1,247	5% of Fee	\$98,495.00	\$98,495.00	\$4,924.75	\$492.48	\$4,432.27
E&A - Engineers & Architects Recip	28	5% of Fee	\$4,200.00	\$4,200.00	\$210.00	\$21.00	\$189.00
Water Well Registrations	311	5% of Fee	\$23,910.00	\$22,236.30	\$1,673.70	\$167.37	\$1,506.33
REV - Motor Fuels Tax Filing	630	\$0.25	\$157.50	\$0.00	\$157.50	\$15.75	\$141.75
NDOA - Applicator permits	14	\	\$1,130.00	\$1,090.00	\$40.00	\$4.00	\$36.00
NDOA-Measuring device	72	Variable	\$13,737.33	\$13,336.32	\$401.01	\$40.10	\$360.91
NDOA-AGDRYBEAN/AGIMPORTEGG/AGCW	198	Variable	\$938,093.92	\$937,446.18	\$647.74	\$64.77	\$582.97
NDOA-AGSMALL_PACKAGE	1	Variable	\$27.37	\$25.00	\$2.37	\$0.24	\$2.13
NDOA-AGFFAL_Tonnage	0	Variable	\$-	\$-	\$-	\$0.00	\$0.00
NDOA-AGGFAL_Renew	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NDOA - DAIRY/EGG/TURKEY	10	Variable	\$29,695.16	\$29,672.77	\$22.39	\$2.24	\$20.15
NDOA - Grape/Potato	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NDOA -Food License Renewals	19	Variable	\$4,920.78	\$4,827.82	\$92.96	\$9.30	\$83.66
NDOA - AGMILK_RENEW	0	Variable	\$0.00	\$0.00	\$0.00	\$0.0	\$0.00
NDOA - AGACTNMRKT	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
AG -Pesticide License Renewals	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NDOA -Governor Ag Conference	0	\$3.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SFM - Fireworks Licenses/Permits	7	Variable	109.51	100.00	\$9.51	\$0.95	\$8.56
OTC-Over the counter payment	8,623	Variable	\$1,291,608.56	\$1,267,343.44	\$24,265.12	\$2,426.51	\$21,838.61
PropertyTax Payments	85	Variable	\$188,639.83	\$187,442.39	\$1,197.44	\$119.74	\$1,077.70
DOL-Contractor Registration	992	Variable	\$43,986.70	\$41,005.00	\$2,981.70	\$298.17	\$2,683.53

NDOL_BOILER	18	Variable	\$1,691.00	\$1,637.00	\$54.00	\$5.40	\$48.60
NDOL_ELEVATOR	0	Variable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NDOL_OVR_PMT	75	Variable	\$11,532.73	\$11,281.22	\$251.51	\$25.15	\$226.36
State Patrol Crime Report	1,225	\$18.00	\$37,116.00	\$30,930.00	\$6,186.00	\$618.60	\$5,567.40
State Patrol Crime Report - Subscriber	366	Variable	\$6,501.00	\$5,490.00	\$1,011.00	\$101.10	\$909.90
Event Registration	135	10% of Fee	\$6,201.00	\$5,605.50	\$595.50	\$59.55	\$535.95
Sarpy_Stop	235	Variable	\$24,502.43	\$23,907.08	\$595.35	\$59.54	\$535.81
Medicaid & Long Term Care	66	\$1.75	\$4,494.00	\$4,494.00	\$115.50	\$11.55	\$103.95
Micellaneous Charge for Swipers	3	variable	\$257.51	\$0.00	\$257.51	\$25.75	\$231.76
<b>SUBTOTAL</b>			<b>\$10,005,927.56</b>	<b>\$9,669,096.73</b>	<b>\$344,975.20</b>	<b>\$34,497.55</b>	<b>\$310,477.65</b>

**Transaction Services Not Subject to the 10% Split with the Nebraska State Records Board**

Service/Volume Processed	No. of Records	Fee per Record	Total Revenue	Agency Share	NII Gross Share	NII Share
Court Records (Justice) Per Record	143,469	\$1.00	\$143,469.00	71,734.50	71,734.50	\$71,734.50
Court Records (Justice) Monthly	87	\$500.00	\$43,500.00	\$21,750.00	21,750.00	\$21,750.00
Court Records (Justice) Credit Card Searches	468	\$15.00	\$7,020.00	\$3,510.00	3,510.00	\$3,510.00
Court E-Filing	12,652	\$1.00	\$320,125.00	\$320,125.00	12,652.00	\$12,652.00
COURTAPELFILE	44	\$2.00	\$136.00	\$50.00	86.00	\$86.00
courtjudge	43	\$50.00	\$2,150.00	\$0.00	\$2,150.00	\$2,150.00
Court Citations	5,506	Variable	\$750,691.21	\$735,811.91	14,879.30	\$14,879.30
Court Payments	2,332	Variable	\$590,482.71	\$581,952.38	8,530.33	\$8,530.33
Lobbyist Registration	4	\$0.05	\$800.00	\$800.00	40.00	\$40.00
OTC-Court payments	0	Variable	\$0.00	\$0.00	0.00	\$0.00
LEG - BillTracker (1-3 eProfiles)	0	\$50.00	\$0.00	\$0.00	0.00	\$0.00
LEG - BillTracker (4-10 eProfiles)	0	\$100.00	\$0.00	\$0.00	0.00	\$0.00
LEG - BillTracker (11-20 eProfiles)	0	\$250.00	\$0.00	\$0.00	0.00	\$0.00
LEG - BillTracker (Unlimited eProfiles)	0	\$500.00	\$0.00	\$0.00	0.00	\$0.00
wccfile	351	Variable	\$1,509.00	\$570.00	\$939.00	\$939.00
sccalessubscr	731	Variable	\$731.00	\$365.50	365.50	\$365.50
<b>SUBTOTAL</b>			<b>1,860,613.92</b>	<b>1,736,669.29</b>	<b>136,636.63</b>	<b>136,636.63</b>
						<b>\$26,032.78</b>

**Other Revenue Not Subject to the 10% Split with the Nebraska State Records Board**

Other Revenue/Adjustments	Number	Fee per Item	Total Revenue	Agency Share	NII Gross Share	NII Share
Grants/ Special Projects			53,554.53		53,554.53	53,554.53
Subscriptions - New	386	50.00	19,300.00		19,300.00	19,300.00
- Renewals	0	50.00	0.00		0.00	0.00
Billing Minimums/Adjustments	0		0.00		0.00	0.00
Revenue Affecting adjustments						
<b>SUBTOTAL</b>			<b>\$72,854.53</b>		<b>\$72,854.53</b>	

**Other Applications Maintained and Supported - No Revenue**

Service/Volume Processed	No. of Transactions	Fee per Record	Total Revenue	Agency Share	NII Share
DAS - State Directory Order	0	5.00	0.00	0.00	0.00

DED -Conference Registration	0	75.00	0.00	0.00	0.00
DHHS - Birth Certificate Order	1,384	17.00	27,744.00	27,744.00	0.00
LCC -Tax Payments	34	variable	2,610,031.00	2,610,031.00	0.00
					0.00
<b>SUBTOTAL</b>			<b>\$2,637,775.00</b>	<b>\$2,637,775.00</b>	

# Appendix 2

# AOC Project Status Report



Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
1	<input type="radio"/> AOC eFiling Interpreter Schedule	AOC eFiling Interpreter Schedule	Jess Evers	02/25/16	07/05/18		01/04/18
2	<input type="radio"/> AOC eFiling Interpreter Schedule	Concept		02/26/16	03/30/17		09/29/16
3	<input type="radio"/> AOC eFiling Interpreter Schedule	Scope of Work (SOW)		08/16/16	03/30/17		03/30/17
4	<input type="radio"/> AOC eFiling Interpreter Schedule	SOW - Received from Partner	AOC	09/05/16	03/01/17		03/01/17
5	<input type="radio"/> AOC eFiling Interpreter Schedule	SOW - Signed by GM	Brent Hoffman	03/02/17	03/09/17		03/09/17
6	<input type="radio"/> AOC eFiling Interpreter Schedule	SOW - Send to NSRB to Schedule for Board Meeting	Jess Evers	03/10/17	03/17/17		03/17/17
7	<input type="radio"/> AOC eFiling Interpreter Schedule	SOW - Received from NSRB, Signed by All Parties	Freddy Pika	03/20/17	03/22/17		03/22/17
8	<input type="radio"/> AOC eFiling Interpreter Schedule	SOW - Upload to CDB	Freddy Pika	03/23/17	03/30/17		03/30/17
9	<input type="radio"/> AOC eFiling Interpreter Schedule	SOW - Provide Original Signed Copy to Partner	Jess Evers	03/23/17	03/27/17		03/27/17
10	<input type="radio"/> AOC eFiling Interpreter Schedule	Planning		08/19/16	07/05/18		12/28/17
11	<input type="radio"/> AOC eFiling Interpreter Schedule	Determine Project Developer	Rice, Bruce	03/02/17	03/22/17		03/22/17
12	<input type="radio"/> AOC eFiling Interpreter Schedule	Schedule Planning Meetings	Jess Evers	03/02/17	03/06/17		03/06/17
13	<input type="radio"/> AOC eFiling Interpreter Schedule	Planning Meeting(s)	Jess Evers	03/07/17	05/09/17		05/09/17
14	<input type="radio"/> AOC eFiling Interpreter Schedule	Planning Meeting(s) Developer	DEV	03/07/17	05/09/17		05/09/17
15	<input type="radio"/> AOC eFiling Interpreter Schedule	Prototype		08/19/16	07/05/18		12/28/17
16	<input type="radio"/> AOC eFiling Interpreter Schedule	Schedule Prototype Internal Meeting	Jess Evers	03/02/17	06/05/17		11/28/16
17	<input type="radio"/> AOC eFiling Interpreter Schedule	Prototype Development and Testing	Wiedel, Caleb	06/06/17	09/11/17		03/08/17
18	<input type="radio"/> AOC eFiling Interpreter Schedule	Prototype - Review by QA	Neil Sorensen	09/12/17	12/18/17		06/12/17
19	<input type="radio"/> AOC eFiling Interpreter Schedule	Schedule Prototype - Meeting with Partner	Jess Evers	09/12/17	12/18/17		06/12/17
20	<input type="radio"/> AOC eFiling Interpreter Schedule	Prototype - Approval by Partner	AOC	12/19/17	03/28/18		09/18/17
21	<input type="radio"/> AOC eFiling Interpreter Schedule	Update Functional Specs for Change Request	Jess Evers	03/29/18	07/05/18		12/28/17
22	<input type="radio"/> AOC eFiling Interpreter Schedule	Functional Specifications		05/10/17	07/25/17		07/25/17
23	<input type="radio"/> AOC eFiling Interpreter Schedule	Create Functional Spec	Jess Evers	05/10/17	06/21/17		06/21/17
24	<input type="radio"/> AOC eFiling Interpreter Schedule	Functional Spec - Approval from Developer	DEV	06/22/17	06/28/17		06/28/17
25	<input type="radio"/> AOC eFiling Interpreter Schedule	Hours Estimate (Final) - Provided by Developer	DEV	06/22/17	06/28/17		06/28/17
26	<input type="radio"/> AOC eFiling Interpreter Schedule	Prototype Development - Update	Wiedel, Caleb	06/29/17	07/03/17		07/03/17
27	<input type="radio"/> AOC eFiling Interpreter Schedule	Functional Spec - Review by QA	Neil Sorensen	06/22/17	06/28/17		06/28/17
28	<input type="radio"/> AOC eFiling Interpreter Schedule	Functional Spec - Send to Partner	Jess Evers	06/29/17	07/03/17		07/03/17
29	<input type="radio"/> AOC eFiling Interpreter Schedule	Functional Spec - Received Partner Approval	AOC	07/05/17	07/18/17		07/18/17
30	<input type="radio"/> AOC eFiling Interpreter Schedule	Functional Spec - Signed by GM	Brent Hoffman	07/19/17	07/21/17		07/21/17
31	<input type="radio"/> AOC eFiling Interpreter Schedule	Functional Spec - Provide Original Signed Copy to Partner	Jess Evers	07/24/17	07/25/17		07/25/17
32	<input type="radio"/> AOC eFiling Interpreter Schedule	Schedule Resource	Jess Evers	07/19/17	07/25/17		07/25/17
33	<input type="radio"/> AOC eFiling Interpreter Schedule	Timeline - Provide to Partner	Jess Evers	07/26/17	07/28/17		07/28/17
34	<input type="radio"/> AOC eFiling Interpreter Schedule	Development		06/22/17	09/12/17		09/12/17
35	<input type="radio"/> AOC eFiling Interpreter Schedule	Request Test Cases from Partner	Jess Evers	06/22/17	06/28/17		06/28/17
36	<input type="radio"/> AOC eFiling Interpreter Schedule	Schedule Marketing Plan Meeting	Jess Evers	06/22/17	06/26/17		06/26/17
37	<input type="radio"/> AOC eFiling Interpreter Schedule	Create Marketing Plan	Sara Larkins	06/27/17	08/08/17		08/08/17
38	<input type="radio"/> AOC eFiling Interpreter Schedule	Marketing Plan - Implement	Sara Larkins	08/09/17	08/09/17		08/09/17
39	<input type="radio"/> AOC eFiling Interpreter Schedule	Data - Request Test Cases from Partner	AOC	06/22/17	06/26/17		06/26/17
40	<input type="radio"/> AOC eFiling Interpreter Schedule	Data - Received Test Cases from Partner	AOC	06/27/17	07/03/17		07/03/17
41	<input type="radio"/> AOC eFiling Interpreter Schedule	Development		07/18/17	09/12/17		09/12/17
42	<input type="radio"/> AOC eFiling Interpreter Schedule	Scrum	Jess Evers	07/18/17	07/18/17		07/18/17
43	<input type="radio"/> AOC eFiling Interpreter Schedule	Request for Dev/Test/Prod Database Setup to ETS (GRAILS only)	DEV	07/18/17	07/18/17		07/18/17
44	<input type="radio"/> AOC eFiling Interpreter Schedule	Request for F5 Setup to ETS (GRAILS only)	DEV	07/18/17	07/18/17		07/18/17
45	<input type="radio"/> AOC eFiling Interpreter Schedule	Request CDB Web Access Groups by Developer	DEV	07/18/17	07/18/17		07/18/17

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
46	AOC eFiling Interpreter Schedule	Data - Receipt Method Ready	AOC	07/18/17	07/18/17		07/18/17
47	AOC eFiling Interpreter Schedule	Data - Delivery Method Ready	AOC	07/18/17	07/18/17		07/18/17
48	AOC eFiling Interpreter Schedule	Spring Security Plugin	DEV	07/19/17	07/20/17		07/20/17
49	AOC eFiling Interpreter Schedule	Application Initialization / Configuration	DEV	07/20/17	07/20/17		07/20/17
50	AOC eFiling Interpreter Schedule	Object Schema Design	DEV	07/20/17	07/24/17		07/24/17
51	AOC eFiling Interpreter Schedule	Data Imports	DEV	07/25/17	07/26/17		07/26/17
52	AOC eFiling Interpreter Schedule	Google Analytics	DEV	07/26/17	07/26/17		07/26/17
53	AOC eFiling Interpreter Schedule	App Manager	DEV	07/26/17	07/26/17		07/26/17
54	AOC eFiling Interpreter Schedule	Global Messaging	DEV	07/26/17	07/26/17		07/26/17
55	AOC eFiling Interpreter Schedule	Development Interpreter UI	DEV	07/26/17	08/17/17		08/17/17
56	AOC eFiling Interpreter Schedule	Login Page	DEV	07/26/17	07/28/17		07/28/17
57	AOC eFiling Interpreter Schedule	Create s2 configuration	DEV	07/26/17	07/27/17		07/27/17
58	AOC eFiling Interpreter Schedule	Hook into Courts WS	DEV	07/27/17	07/27/17		07/27/17
59	AOC eFiling Interpreter Schedule	Wire login page logic	DEV	07/27/17	07/28/17		07/28/17
60	AOC eFiling Interpreter Schedule	Interpreter UI Profile	DEV	07/28/17	08/01/17		08/01/17
61	AOC eFiling Interpreter Schedule	Install template page	DEV	07/28/17	07/31/17		07/31/17
62	AOC eFiling Interpreter Schedule	Add validations	DEV	07/31/17	07/31/17		07/31/17
63	AOC eFiling Interpreter Schedule	Add profile/account creation	DEV	07/31/17	08/01/17		08/01/17
64	AOC eFiling Interpreter Schedule	Interpreter UI - Dashboard	DEV	08/01/17	08/02/17		08/02/17
65	AOC eFiling Interpreter Schedule	Install template page	DEV	08/01/17	08/01/17		08/01/17
66	AOC eFiling Interpreter Schedule	List offerend assignments	DEV	08/01/17	08/02/17		08/02/17
67	AOC eFiling Interpreter Schedule	List accepted assignments	DEV	08/02/17	08/02/17		08/02/17
68	AOC eFiling Interpreter Schedule	Interpreter UI Assignment Management	DEV	08/02/17	08/08/17		08/08/17
69	AOC eFiling Interpreter Schedule	Install template page	DEV	08/02/17	08/04/17		08/04/17
70	AOC eFiling Interpreter Schedule	Accept logic	DEV	08/04/17	08/07/17		08/07/17
71	AOC eFiling Interpreter Schedule	Decline logic	DEV	08/07/17	08/07/17		08/07/17
72	AOC eFiling Interpreter Schedule	Hook into Courts WS	DEV	08/07/17	08/08/17		08/08/17
73	AOC eFiling Interpreter Schedule	Interpreter UI - Unavailable	DEV	08/08/17	08/10/17		08/10/17
74	AOC eFiling Interpreter Schedule	Install template page	DEV	08/08/17	08/09/17		08/09/17
75	AOC eFiling Interpreter Schedule	Add validations	DEV	08/09/17	08/09/17		08/09/17
76	AOC eFiling Interpreter Schedule	Add create/edit functionality	DEV	08/09/17	08/10/17		08/10/17
77	AOC eFiling Interpreter Schedule	Add delete functionality	DEV	08/10/17	08/10/17		08/10/17
78	AOC eFiling Interpreter Schedule	Interpreter UI - Time/Expense Log	DEV	08/10/17	08/17/17		08/17/17
79	AOC eFiling Interpreter Schedule	Install template page	DEV	08/10/17	08/15/17		08/15/17
80	AOC eFiling Interpreter Schedule	Add CRUD functionality	DEV	08/15/17	08/17/17		08/17/17
81	AOC eFiling Interpreter Schedule	Development Coordinator Interface	DEV	08/15/17	08/25/17		08/25/17
82	AOC eFiling Interpreter Schedule	IC UI Dashboard		08/15/17	08/16/17		08/16/17
83	AOC eFiling Interpreter Schedule	Install templates	DEV	08/15/17	08/15/17		08/15/17
84	AOC eFiling Interpreter Schedule	Create dashboard views	DEV	08/15/17	08/16/17		08/16/17
85	AOC eFiling Interpreter Schedule	IC UI Assigned Requests		08/16/17	08/17/17		08/17/17
86	AOC eFiling Interpreter Schedule	Install templates	DEV	08/16/17	08/16/17		08/16/17
87	AOC eFiling Interpreter Schedule	Display data	DEV	08/16/17	08/17/17		08/17/17
88	AOC eFiling Interpreter Schedule	IC UI Search		08/17/17	08/18/17		08/18/17
89	AOC eFiling Interpreter Schedule	Search requests	DEV	08/17/17	08/17/17		08/17/17
90	AOC eFiling Interpreter Schedule	Search Interpreters	DEV	08/17/17	08/18/17		08/18/17
91	AOC eFiling Interpreter Schedule	Search Time/Expense Logs	DEV	08/18/17	08/18/17		08/18/17

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
92	●	AOC eFiling Interpreter Schedule	IC UI Time Expense Log		08/18/17	08/23/17		08/23/17
93	●	AOC eFiling Interpreter Schedule	Install templates	DEV	08/18/17	08/21/17		08/21/17
94	●	AOC eFiling Interpreter Schedule	View pending/outstanding	DEV	08/21/17	08/21/17		08/21/17
95	●	AOC eFiling Interpreter Schedule	Build approve/decline option	DEV	08/21/17	08/22/17		08/22/17
96	●	AOC eFiling Interpreter Schedule	Build approve all option	DEV	08/22/17	08/23/17		08/23/17
97	●	AOC eFiling Interpreter Schedule	IC UI Schedule Interpreter		08/23/17	08/24/17		08/24/17
98	●	AOC eFiling Interpreter Schedule	Install templates	DEV	08/23/17	08/23/17		08/23/17
99	●	AOC eFiling Interpreter Schedule	Schedule Interpreter	DEV	08/23/17	08/24/17		08/24/17
100	●	AOC eFiling Interpreter Schedule	IC Modification		08/24/17	08/25/17		08/25/17
101	●	AOC eFiling Interpreter Schedule	Update BA Interface	DEV	08/24/17	08/25/17		08/25/17
102	●	AOC eFiling Interpreter Schedule	Development API	DEV	08/25/17	09/12/17		09/12/17
103	●	AOC eFiling Interpreter Schedule	Courts Hearing Push Interface		08/25/17	08/29/17		08/29/17
104	●	AOC eFiling Interpreter Schedule	Development	DEV	08/25/17	08/29/17		08/29/17
105	●	AOC eFiling Interpreter Schedule	Probation Interpreter Request Interface		08/29/17	08/31/17		08/31/17
106	●	AOC eFiling Interpreter Schedule	Development	DEV	08/29/17	08/31/17		08/31/17
107	●	AOC eFiling Interpreter Schedule	Add Test Link to Wiki	DEV	08/31/17	08/31/17		08/31/17
108	●	AOC eFiling Interpreter Schedule	Test Against Functional Spec	DEV	08/31/17	09/12/17		09/12/17
109	●	AOC eFiling Interpreter Schedule	Security Scan	DEV	08/31/17	09/01/17		09/01/17
110	●	AOC eFiling Interpreter Schedule	Marketing Plan - Review	Jess Evers	08/31/17	09/08/17		09/08/17
111	●	AOC eFiling Interpreter Schedule	Review		07/26/17	12/28/17		12/28/17
112	●	AOC eFiling Interpreter Schedule	Scrum	PM	09/12/17	09/12/17		09/12/17
113	●	AOC eFiling Interpreter Schedule	Create QA Feedback Page in Confluence	Neil Sorensen	09/12/17	09/12/17		09/12/17
114	●	AOC eFiling Interpreter Schedule	QA Review	Neil Sorensen	09/12/17	09/21/17		09/21/17
115	●	AOC eFiling Interpreter Schedule	Development for QA Feedback	DEV	09/21/17	09/25/17		09/25/17
116	●	AOC eFiling Interpreter Schedule	QA Approval of Dev Changes	Neil Sorensen	09/25/17	09/25/17		09/25/17
117	●	AOC eFiling Interpreter Schedule	Create Partner Test Plan	Neil Sorensen	09/25/17	09/25/17		09/25/17
118	●	AOC eFiling Interpreter Schedule	Partner Testing Meeting - Schedule	Jess Evers	09/25/17	09/28/17		09/28/17
119	●	AOC eFiling Interpreter Schedule	Partner Testing Meeting	Jess Evers	09/28/17	10/13/17		10/13/17
120	●	AOC eFiling Interpreter Schedule	Partner Test Plan - Send to Partner	Jess Evers	10/13/17	10/17/17		10/17/17
121	●	AOC eFiling Interpreter Schedule	Partner TPE Training - Schedule	Jess Evers	07/26/17	07/28/17		07/28/17
122	●	AOC eFiling Interpreter Schedule	Partner TPE Training - Meeting	Jess Evers	07/31/17	08/11/17		08/11/17
123	●	AOC eFiling Interpreter Schedule	Request for TPE New Users	Jess Evers	08/14/17	08/16/17		08/16/17
124	●	AOC eFiling Interpreter Schedule	Partner Testing	AOC	10/17/17	10/31/17		10/31/17
125	●	AOC eFiling Interpreter Schedule	Partner Testing Feedback - Received	Neil Sorensen	10/31/17	11/22/17		11/22/17
126	●	AOC eFiling Interpreter Schedule	Partner Testing Feedback - Development	DEV	11/22/17	11/30/17		11/30/17
127	●	AOC eFiling Interpreter Schedule	Partner Testing Feedback - QA Review	Neil Sorensen	11/30/17	12/07/17		12/07/17
128	●	AOC eFiling Interpreter Schedule	Partner Testing Feedback - QA Approval	Neil Sorensen	12/07/17	12/08/17		12/08/17
129	●	AOC eFiling Interpreter Schedule	Partner Test Plan - Signed Off Copy Received from Partner	AOC	12/08/17	12/22/17		12/22/17
130	●	AOC eFiling Interpreter Schedule	Schedule Go Live	Jess Evers	12/22/17	12/28/17		12/28/17
131	●	AOC eFiling Interpreter Schedule	Service Code Request - Enable	Bruce Rice	12/08/17	12/13/17		12/13/17
132	●	AOC eFiling Interpreter Schedule	Demo for Support	Jess Evers	12/08/17	12/15/17		12/15/17
133	●	AOC Trial Court eFiling Subscriber Billing	AOC Trial Court eFiling Subscriber Billing	Jess Evers	03/01/16	12/01/16		12/01/16
134	●	AOC Trial Court eFiling Subscriber Billing	Development		07/12/16			09/22/16
135	●	AOC Trial Court eFiling Subscriber Billing	Development		07/29/16	11/04/16	Done	12/12/16
136	●	AOC Trial Court eFiling Subscriber Billing	Development Milestone #3		10/20/16	11/04/16	Done	10/04/16
137	●	AOC Trial Court eFiling Subscriber Billing	Request to add Firm to Test Bar Numbers	AOC	11/03/16	11/04/16	Done	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
138	●	AOC Trial Court eFiling Subscriber Billing	Test Against Functional Spec	Brian Schmoll	11/04/16	11/15/16	Done	10/06/16
139	●	AOC Trial Court eFiling Subscriber Billing	Security Scan	Brian Schmoll	11/16/16	11/17/16		10/11/16
140	●	AOC Trial Court eFiling Subscriber Billing	Development - Pass for QA	Jess Evers	11/16/16	11/16/16	Done	10/07/16
141	●	AOC Trial Court eFiling Subscriber Billing	Review		11/17/16			12/16/16
142	●	AOC Trial Court eFiling Subscriber Billing	Scrum	Jess Evers	11/17/16	11/30/16		10/11/16
143	●	AOC Trial Court eFiling Subscriber Billing	Scrum QA	Neil Sorensen	11/17/16	11/30/16		10/24/16
144	●	AOC Trial Court eFiling Subscriber Billing	QA Review		11/17/16	11/23/16		10/24/16
145	●	AOC Trial Court eFiling Subscriber Billing	Create QA Feedback Page in Confluence	Neil Sorensen	11/17/16	11/22/16	Done	10/07/16
146	●	AOC Trial Court eFiling Subscriber Billing	QA Review/Feedback	Neil Sorensen	11/17/16	11/18/16	In Progress	10/17/16
147	●	AOC Trial Court eFiling Subscriber Billing	Development for QA Feedback	Brian Schmoll	11/21/16	11/22/16		10/19/16
148	●	AOC Trial Court eFiling Subscriber Billing	QA Approval of Dev Changes	Neil Sorensen	11/22/16	11/23/16		10/21/16
149	●	AOC Trial Court eFiling Subscriber Billing	Create Partner Test Plan	Neil Sorensen	11/23/16	11/23/16		10/21/16
150	●	AOC Trial Court eFiling Subscriber Billing	Partner Testing		11/23/16	12/01/16		12/02/16
151	●	AOC Trial Court eFiling Subscriber Billing	Partner Test Plan - Send to Partner	Jess Evers	11/23/16	11/23/16		11/02/16
152	●	AOC Trial Court eFiling Subscriber Billing	Partner Testing Feedback - Received	AOC	11/23/16	11/29/16		11/09/16
153	●	AOC Trial Court eFiling Subscriber Billing	Partner Testing Feedback - Development	Brian Schmoll	11/29/16	11/30/16		11/17/16
154	●	AOC Trial Court eFiling Subscriber Billing	Partner Testing Feedback - QA Review	Neil Sorensen	11/30/16	11/30/16		11/22/16
155	●	AOC Trial Court eFiling Subscriber Billing	Partner Testing Feedback - QA Approval	Neil Sorensen	11/30/16	11/30/16		11/23/16
156	●	AOC Trial Court eFiling Subscriber Billing	Partner Test Plan - Signed Off Received from Partner	AOC	11/30/16	12/01/16		12/02/16
157	●	AOC Trial Court eFiling Subscriber Billing	Schedule Go Live	Jess Evers	12/01/16	12/01/16		12/07/16
158	●	AOC Trial Court eFiling Subscriber Billing	Marketing Plan - Implement	Sara Larkins	11/17/16	01/05/17		11/28/16
159	●	AOC Trial Court eFiling Subscriber Billing	Demo for Support	Jess Evers	12/01/16	12/15/16		12/16/16
160	●	AOC Appellate eFiling Subscriber Billing	AOC Appellate eFiling Subscriber Billing	Jess Evers	03/01/16	12/01/16		12/01/16
161	●	AOC Appellate eFiling Subscriber Billing	Planning		06/29/16	11/03/16	Done	11/30/16
162	●	AOC Appellate eFiling Subscriber Billing	Functional Specifications		10/05/16	11/03/16	Done	11/03/16
163	●	AOC Appellate eFiling Subscriber Billing	Functional Spec - Send to Partner	Jess Evers	10/13/16	11/03/16	Done	10/25/16
164	●	AOC Appellate eFiling Subscriber Billing	Functional Spec - Upload to Confluence	Jess Evers	11/03/16	11/03/16	Done	11/03/16
165	●	AOC Appellate eFiling Subscriber Billing	Development		07/12/16	11/03/16	Done	12/12/16
166	●	AOC Appellate eFiling Subscriber Billing	Security Scan	Brian Schmoll	10/20/16	11/03/16	Done	10/21/16
167	●	AOC Appellate eFiling Subscriber Billing	Review		10/25/16			12/29/16
168	●	AOC Appellate eFiling Subscriber Billing	Scrum QA	Neil Sorensen	10/25/16	11/29/16	In Progress	12/28/16
169	●	AOC Appellate eFiling Subscriber Billing	Scrum	Jess Evers	10/25/16	11/29/16	In Progress	12/28/16
170	●	AOC Appellate eFiling Subscriber Billing	QA Review		10/25/16	11/09/16		11/03/16
171	●	AOC Appellate eFiling Subscriber Billing	Create QA Feedback Page in Confluence	Neil Sorensen	10/25/16	11/09/16	Done	10/20/16
172	●	AOC Appellate eFiling Subscriber Billing	QA Approval of Dev Changes	Neil Sorensen	11/02/16	11/04/16		11/02/16
173	●	AOC Appellate eFiling Subscriber Billing	Create Partner Test Plan	Neil Sorensen	11/04/16	11/07/16		11/02/16
174	●	AOC Appellate eFiling Subscriber Billing	Partner Testing		11/07/16	11/28/16		11/28/16
175	●	AOC Appellate eFiling Subscriber Billing	Partner Test Plan - Send to Partner	Jess Evers	11/07/16	11/07/16		11/07/16
176	●	AOC Appellate eFiling Subscriber Billing	Partner Testing Feedback - Received	AOC	11/07/16	11/15/16		11/15/16
177	●	AOC Appellate eFiling Subscriber Billing	Partner Testing Feedback - Development	Brian Schmoll	11/15/16	11/17/16		11/17/16
178	●	AOC Appellate eFiling Subscriber Billing	Partner Testing Feedback - QA Review	Neil Sorensen	11/17/16	11/21/16		11/21/16
179	●	AOC Appellate eFiling Subscriber Billing	Partner Testing Feedback - QA Approval	Neil Sorensen	11/21/16	11/22/16		11/22/16
180	●	AOC Appellate eFiling Subscriber Billing	Partner Test Plan - Signed Off Received from Partner	AOC	11/22/16	11/28/16		11/28/16
181	●	AOC Appellate eFiling Subscriber Billing	Schedule Go Live	Jess Evers	11/28/16	11/29/16		11/29/16
182	●	AOC Appellate eFiling Subscriber Billing	Demo for Support	Jess Evers	11/28/16	12/12/16		12/12/16
183	●	AOC WCC eFiling Subscriber Billing	AOC WCC eFiling Subscriber Billing	Jess Evers	03/01/16	12/01/16		12/01/16

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
184	●	AOC WCC eFiling Subscriber Billing	Planning		06/29/16	11/03/16	Done	11/30/16
185	●	AOC WCC eFiling Subscriber Billing	Functional Specifications		09/29/16	11/03/16	Done	11/03/16
186	●	AOC WCC eFiling Subscriber Billing	Functional Spec - Send to Partner	Jess Evers	10/06/16	11/03/16	Done	10/25/16
187	●	AOC WCC eFiling Subscriber Billing	Functional Spec - Upload to Confluence	Jess Evers	11/03/16	11/03/16	Done	11/03/16
188	●	AOC WCC eFiling Subscriber Billing	Development		07/12/16	11/15/16	Done	12/12/16
189	●	AOC WCC eFiling Subscriber Billing	Security Scan	Brian Schmoll	10/12/16	11/15/16	Done	10/21/16
190	●	AOC WCC eFiling Subscriber Billing	Review		10/24/16			12/29/16
191	●	AOC WCC eFiling Subscriber Billing	Scrum QA	Neil Sorensen	10/24/16	11/29/16	In Progress	12/28/16
192	●	AOC WCC eFiling Subscriber Billing	Scrum	Jess Evers	10/24/16	11/29/16	In Progress	12/28/16
193	●	AOC WCC eFiling Subscriber Billing	QA Review		10/24/16	11/04/16		11/03/16
194	●	AOC WCC eFiling Subscriber Billing	QA Approval of Dev Changes	Neil Sorensen	11/02/16	11/04/16		11/02/16
195	●	AOC WCC eFiling Subscriber Billing	Create Partner Test Plan	Neil Sorensen	11/04/16	11/04/16		11/02/16
196	●	AOC WCC eFiling Subscriber Billing	Partner Testing		11/04/16	11/28/16		11/28/16
197	●	AOC WCC eFiling Subscriber Billing	Partner Test Plan - Send to Partner	Jess Evers	11/04/16	11/07/16		11/07/16
198	●	AOC WCC eFiling Subscriber Billing	Partner Testing Feedback - Received	AOC	11/07/16	11/15/16		11/15/16
199	●	AOC WCC eFiling Subscriber Billing	Partner Testing Feedback - Development	Brian Schmoll	11/15/16	11/16/16		11/16/16
200	●	AOC WCC eFiling Subscriber Billing	Partner Testing Feedback - QA Review	Neil Sorensen	11/16/16	11/21/16		11/21/16
201	●	AOC WCC eFiling Subscriber Billing	Partner Testing Feedback - QA Approval	Neil Sorensen	11/21/16	11/21/16		11/21/16
202	●	AOC WCC eFiling Subscriber Billing	Partner Test Plan - Signed Off Received from Partner	AOC	11/21/16	11/28/16		11/28/16
203	●	AOC WCC eFiling Subscriber Billing	Schedule Go Live	Jess Evers	11/28/16	11/29/16		11/29/16
204	●	AOC WCC eFiling Subscriber Billing	Demo for Support	Jess Evers	11/28/16	12/12/16		12/12/16
205	●	AOC WCC eFiling Subscriber Billing	Marketing Plan - Implement	Sara Larkins	10/24/16	12/12/16		12/12/16
206	●	AOC JUSTICE Demo ReDesign	AOC JUSTICE Demo ReDesign	Jess Evers	10/07/16	01/23/17		01/26/17
207	●	AOC JUSTICE Demo ReDesign	Planning		10/14/16			11/21/16
208	●	AOC JUSTICE Demo ReDesign	Change Request		10/14/16	11/30/16		11/18/16
209	●	AOC JUSTICE Demo ReDesign	Create Change Request	Evan Wooten	10/14/16	11/04/16	Done	10/25/16
210	●	AOC JUSTICE Demo ReDesign	Change Request Hours Est by Designer	sara larkins	11/07/16	11/09/16	Done	11/02/16
211	●	AOC JUSTICE Demo ReDesign	Change Request - Send to Partner	Evan Wooten	11/10/16	11/15/16	Done	11/04/16
212	●	AOC JUSTICE Demo ReDesign	Change Request - Received from Partner	Partner	11/16/16	11/22/16	Done	11/14/16
213	●	AOC JUSTICE Demo ReDesign	Change Request - Signed by GM	Brent Hoffman	11/23/16	11/23/16	Done	11/15/16
214	●	AOC JUSTICE Demo ReDesign	Change Request - Provide Original Signed Copy to Partner	Evan Wooten	11/28/16	11/30/16		11/18/16
215	●	AOC JUSTICE Demo ReDesign	Change Request - Upload to Confluence	Evan Wooten	11/28/16	11/30/16		11/18/16
216	●	AOC JUSTICE Demo ReDesign	Schedule Resource	Evan Wooten	11/23/16	12/01/16		11/21/16
217	●	AOC JUSTICE Demo ReDesign	Timeline - Provide to Partner	Evan Wooten	11/23/16	12/01/16		11/21/16
218	●	AOC JUSTICE Demo ReDesign	ReDesign		12/02/16			11/28/16
219	●	AOC JUSTICE Demo ReDesign	ReDesign		12/02/16	12/02/16		11/22/16
220	●	AOC JUSTICE Demo ReDesign	Development of ReDesign	sara larkins	12/02/16	12/02/16		11/22/16
221	●	AOC JUSTICE Demo ReDesign	ReDesign - Pass for QA	Evan Wooten	12/02/16	12/05/16		11/28/16
222	●	AOC JUSTICE Demo ReDesign	Review		12/05/16			01/11/17
223	●	AOC JUSTICE Demo ReDesign	QA Review		12/05/16	12/05/16		12/01/16
224	●	AOC JUSTICE Demo ReDesign	Create QA Feedback Page in Confluence	Neil Sorensen	12/05/16	12/05/16		11/29/16
225	●	AOC JUSTICE Demo ReDesign	QA Review/Feedback	Neil Sorensen	12/05/16	12/05/16		11/29/16
226	●	AOC JUSTICE Demo ReDesign	Designer for QA Feedback	sara larkins	12/05/16	12/05/16		11/30/16
227	●	AOC JUSTICE Demo ReDesign	QA Approval of Designer Changes	Neil Sorensen	12/05/16	12/05/16		12/01/16
228	●	AOC JUSTICE Demo ReDesign	Partner Testing		12/05/16	01/10/17		01/06/17
229	●	AOC JUSTICE Demo ReDesign	Partner Test - Send to Partner	Evan Wooten	12/05/16	12/05/16		12/02/16

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
230	● AOC JUSTICE Demo ReDesign	Partner Testing Feedback - Received	Partner	12/05/16	12/19/16		12/16/16
231	● AOC JUSTICE Demo ReDesign	Partner Testing Feedback - Designer	sara larkins	12/19/16	12/27/16		12/23/16
232	● AOC JUSTICE Demo ReDesign	Partner Testing Feedback - QA Review	Neil Sorensen	12/27/16	12/30/16		12/29/16
233	● AOC JUSTICE Demo ReDesign	Partner Testing Feedback - QA Approval	Neil Sorensen	12/30/16	01/03/17		12/29/16
234	● AOC JUSTICE Demo ReDesign	Partner Test Plan - Signed Off Received from Partner	Partner	01/03/17	01/10/17		01/06/17
235	● AOC JUSTICE Demo ReDesign	Schedule Go Live	Evan Wooten	01/10/17	01/13/17		01/11/17
236	● AOC JUSTICE Master Index File Code Change CR	AOC JUSTICE Master Index File Code Change CR	Evan Wooten	10/19/16	01/25/17		02/17/17
237	● AOC JUSTICE Master Index File Code Change CR	Initial Project Tasks		10/19/16	11/10/16	Done	11/10/16
238	● AOC JUSTICE Master Index File Code Change CR	Project Prioritization	Evan Wooten	11/04/16	11/04/16	Done	11/04/16
239	● AOC JUSTICE Master Index File Code Change CR	Project Priority Review	Jess Evers	11/07/16	11/09/16	Done	11/09/16
240	● AOC JUSTICE Master Index File Code Change CR	Project Priority - Communicated to Partner	Evan Wooten	11/10/16	11/10/16	Done	11/10/16
241	● AOC JUSTICE Master Index File Code Change CR	Planning		11/04/16			12/15/16
242	● AOC JUSTICE Master Index File Code Change CR	Change Request		11/04/16	12/05/16		12/14/16
243	● AOC JUSTICE Master Index File Code Change CR	Create Change Request	Evan Wooten	11/04/16	11/04/16	Done	11/17/16
244	● AOC JUSTICE Master Index File Code Change CR	Determine Project Developer	Bruce Rice	11/10/16	11/17/16	Done	11/17/16
245	● AOC JUSTICE Master Index File Code Change CR	Change Request & Functional Spec - Send to Partner	Evan Wooten	11/18/16	11/18/16		12/01/16
246	● AOC JUSTICE Master Index File Code Change CR	Change Request - Received from Partner	COA	11/21/16	11/29/16		12/08/16
247	● AOC JUSTICE Master Index File Code Change CR	Change Request - Signed by GM	Brent Hoffman	11/30/16	11/30/16		12/09/16
248	● AOC JUSTICE Master Index File Code Change CR	Change Request - Provide Original Signed Copy to Partner	Evan Wooten	12/01/16	12/05/16		12/14/16
249	● AOC JUSTICE Master Index File Code Change CR	Change Request - Upload to Confluence	Evan Wooten	12/01/16	12/05/16		12/14/16
250	● AOC JUSTICE Master Index File Code Change CR	Development		11/21/16			01/05/17
251	● AOC JUSTICE Master Index File Code Change CR	Development		11/21/16	11/21/16		12/16/16
252	● AOC JUSTICE Master Index File Code Change CR	Development of Update Script	Bruce Rice	11/21/16	11/21/16		12/16/16
253	● AOC JUSTICE Master Index File Code Change CR	Test Against Functional Spec	Bruce Rice	11/22/16	11/22/16		12/19/16
254	● AOC JUSTICE Master Index File Code Change CR	Security Scan	Bruce Rice	11/23/16	11/28/16		12/21/16
255	● AOC JUSTICE Master Index File Code Change CR	Development - Pass for QA	Evan Wooten	11/23/16	11/23/16		12/20/16
256	● AOC JUSTICE Master Index File Code Change CR	Review		11/28/16			02/03/17
257	● AOC JUSTICE Master Index File Code Change CR	QA Review		11/28/16	11/30/16		12/23/16
258	● AOC JUSTICE Master Index File Code Change CR	Create QA Feedback Page in Confluence	Neil Sorensen	11/28/16	11/28/16		12/21/16
259	● AOC JUSTICE Master Index File Code Change CR	QA Review/Feedback	Neil Sorensen	11/28/16	11/28/16		12/21/16
260	● AOC JUSTICE Master Index File Code Change CR	Development for QA Feedback	Bruce Rice	11/29/16	11/29/16		12/22/16
261	● AOC JUSTICE Master Index File Code Change CR	QA Approval of Dev Changes	Neil Sorensen	11/30/16	11/30/16		12/23/16
262	● AOC JUSTICE Master Index File Code Change CR	Partner Testing		12/01/16	01/05/17		01/31/17
263	● AOC JUSTICE Master Index File Code Change CR	Partner Test - Send to Partner	Evan Wooten	12/01/16	12/01/16		12/27/16
264	● AOC JUSTICE Master Index File Code Change CR	Partner Testing Feedback - Received	COA	12/01/16	12/15/16		01/11/17
265	● AOC JUSTICE Master Index File Code Change CR	Partner Testing Feedback - Development	Bruce Rice	12/15/16	12/22/16		01/19/17
266	● AOC JUSTICE Master Index File Code Change CR	Partner Testing Feedback - QA Review	Neil Sorensen	12/22/16	12/28/16		01/24/17
267	● AOC JUSTICE Master Index File Code Change CR	Partner Testing Feedback - QA Approval	Neil Sorensen	12/28/16	12/28/16		01/24/17
268	● AOC JUSTICE Master Index File Code Change CR	Partner Test Plan - Signed Off Received from Partner	COA	12/29/16	01/05/17		01/31/17
269	● AOC JUSTICE Master Index File Code Change CR	Schedule Go Live	Evan Wooten	01/06/17	01/10/17		02/03/17
270	● WCC Email Notifications Addition CR	WCC Email Notifications Addition CR	Evan Wooten	11/14/16	02/28/17		02/28/17
271	● WCC Email Notifications Addition CR	Initial Project Tasks		11/14/16			11/21/16
272	● WCC Email Notifications Addition CR	Initial Contact	Evan Wooten	11/14/16	11/14/16	Done	11/14/16
273	● WCC Email Notifications Addition CR	Project Prioritization	Evan Wooten	11/15/16	11/17/16	Done	11/17/16
274	● WCC Email Notifications Addition CR	Project Priority Review	Jess Evers	11/19/16	11/19/16		11/19/16
275	● WCC Email Notifications Addition CR	Project Priority - Communicated to Partner	Evan Wooten	11/21/16	11/21/16		11/21/16

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
276	WCC Email Notifications Addition CR	Planning		11/17/16			12/23/16
277	WCC Email Notifications Addition CR	Change Request		11/17/16	12/22/16		12/22/16
278	WCC Email Notifications Addition CR	Create Change Request	Evan Wooten	11/17/16	11/29/16	In Progress	11/29/16
279	WCC Email Notifications Addition CR	Determine Project Developer	Bruce Rice	11/21/16	11/29/16		11/29/16
280	WCC Email Notifications Addition CR	Functional Specs - Update	Evan Wooten	11/30/16	12/02/16		12/02/16
281	WCC Email Notifications Addition CR	Functional Spec Review & Hours Est by Developer	DEV	12/05/16	12/07/16		12/07/16
282	WCC Email Notifications Addition CR	Hours Estimate (Initial) - Approved by DOD	Bruce Rice	12/08/16	12/08/16		12/08/16
283	WCC Email Notifications Addition CR	Change Request & Functional Spec - Send to Partner	Evan Wooten	12/09/16	12/09/16		12/09/16
284	WCC Email Notifications Addition CR	Change Request - Received from Partner	Partner	12/12/16	12/16/16		12/16/16
285	WCC Email Notifications Addition CR	Change Request - Signed by GM	Brent Hoffman	12/19/16	12/19/16		12/19/16
286	WCC Email Notifications Addition CR	Change Request - Provide Original Signed Copy to Partner	Evan Wooten	12/20/16	12/22/16		12/22/16
287	WCC Email Notifications Addition CR	Change Request - Upload to Confluence	Evan Wooten	12/20/16	12/22/16		12/22/16
288	WCC Email Notifications Addition CR	Schedule Resource	Evan Wooten	12/19/16	12/23/16		12/23/16
289	WCC Email Notifications Addition CR	Timeline - Provide to Partner	Evan Wooten	12/19/16	12/23/16		12/23/16
290	WCC Email Notifications Addition CR	Development		12/27/16			01/13/17
291	WCC Email Notifications Addition CR	Data - Request Test Cases from Partner	Evan Wooten	12/27/16	12/29/16		12/29/16
292	WCC Email Notifications Addition CR	Data - Received Test Cases from Partner	Partner	12/30/16	01/13/17		01/13/17
293	WCC Email Notifications Addition CR	Development		12/27/16	12/27/16		12/27/16
294	WCC Email Notifications Addition CR	Development of []	DEV	12/27/16	12/27/16		12/27/16
295	WCC Email Notifications Addition CR	Test Against Functional Spec	DEV	12/28/16	12/28/16		12/28/16
296	WCC Email Notifications Addition CR	Security Scan	DEV	12/29/16	12/30/16		12/30/16
297	WCC Email Notifications Addition CR	Development - Pass for QA	Evan Wooten	12/29/16	12/29/16		12/29/16
298	WCC Email Notifications Addition CR	Review		12/30/16			02/13/17
299	WCC Email Notifications Addition CR	QA Review		12/30/16	01/04/17		01/04/17
300	WCC Email Notifications Addition CR	Create QA Feedback Page in Confluence	Neil Sorensen	12/30/16	12/30/16		12/30/16
301	WCC Email Notifications Addition CR	QA Review/Feedback	Neil Sorensen	12/30/16	12/30/16		12/30/16
302	WCC Email Notifications Addition CR	Development for QA Feedback	DEV	01/03/17	01/03/17		01/03/17
303	WCC Email Notifications Addition CR	QA Approval of Dev Changes	Neil Sorensen	01/04/17	01/04/17		01/04/17
304	WCC Email Notifications Addition CR	Partner Testing		01/05/17	02/08/17		02/08/17
305	WCC Email Notifications Addition CR	Partner Test - Send to Partner	Evan Wooten	01/05/17	01/05/17		01/05/17
306	WCC Email Notifications Addition CR	Partner Testing Feedback - Received	Partner	01/05/17	01/20/17		01/20/17
307	WCC Email Notifications Addition CR	Partner Testing Feedback - Development	Dev	01/20/17	01/27/17		01/27/17
308	WCC Email Notifications Addition CR	Partner Testing Feedback - QA Review	Neil Sorensen	01/27/17	02/01/17		02/01/17
309	WCC Email Notifications Addition CR	Partner Testing Feedback - QA Approval	Neil Sorensen	02/01/17	02/01/17		02/01/17
310	WCC Email Notifications Addition CR	Partner Test Plan - Signed Off Received from Partner	Partner	02/02/17	02/08/17		02/08/17
311	WCC Email Notifications Addition CR	Schedule Go Live	Evan Wooten	02/09/17	02/13/17		02/13/17
312	AOC Mediator Portal CME Course List Addition CR	AOC Mediator Portal CME Course List Addition CR	Evan Wooten	11/14/16	03/02/17		03/02/17
313	AOC Mediator Portal CME Course List Addition CR	Initial Project Tasks		11/14/16			11/23/16
314	AOC Mediator Portal CME Course List Addition CR	Initial Contact	Evan Wooten	11/14/16	11/14/16	Done	11/14/16
315	AOC Mediator Portal CME Course List Addition CR	Project Prioritization	Evan Wooten	11/15/16	11/17/16	Done	11/17/16
316	AOC Mediator Portal CME Course List Addition CR	Project Priority Review	Jess Evers	11/18/16	11/22/16		11/22/16
317	AOC Mediator Portal CME Course List Addition CR	Project Priority - Communicated to Partner	Evan Wooten	11/23/16	11/23/16		11/23/16
318	AOC Mediator Portal CME Course List Addition CR	Planning		11/17/16			12/28/16
319	AOC Mediator Portal CME Course List Addition CR	Change Request		11/17/16	12/27/16		12/27/16
320	AOC Mediator Portal CME Course List Addition CR	Create Change Request	Evan Wooten	11/17/16	12/01/16	In Progress	12/01/16
321	AOC Mediator Portal CME Course List Addition CR	Determine Project Developer	Bruce Rice	11/23/16	12/01/16		12/01/16

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Task Status	Forecasted End Date
322	AOC Mediator Portal CME Course List Addition CR	Functional Specs - Update	Evan Wooten	12/02/16	12/06/16		12/06/16
323	AOC Mediator Portal CME Course List Addition CR	Functional Spec Review & Hours Est by Developer	DEV	12/07/16	12/09/16		12/09/16
324	AOC Mediator Portal CME Course List Addition CR	Hours Estimate (Initial) - Approved by DOD	Bruce Rice	12/12/16	12/12/16		12/12/16
325	AOC Mediator Portal CME Course List Addition CR	Change Request & Functional Spec - Send to Partner	Evan Wooten	12/13/16	12/13/16		12/13/16
326	AOC Mediator Portal CME Course List Addition CR	Change Request - Received from Partner	Partner	12/14/16	12/20/16		12/20/16
327	AOC Mediator Portal CME Course List Addition CR	Change Request - Signed by GM	Brent Hoffman	12/21/16	12/21/16		12/21/16
328	AOC Mediator Portal CME Course List Addition CR	Change Request - Provide Original Signed Copy to Partner	Evan Wooten	12/22/16	12/27/16		12/27/16
329	AOC Mediator Portal CME Course List Addition CR	Change Request - Upload to Confluence	Evan Wooten	12/22/16	12/27/16		12/27/16
330	AOC Mediator Portal CME Course List Addition CR	Schedule Resource	Evan Wooten	12/21/16	12/28/16		12/28/16
331	AOC Mediator Portal CME Course List Addition CR	Timeline - Provide to Partner	Evan Wooten	12/21/16	12/28/16		12/28/16
332	AOC Mediator Portal CME Course List Addition CR	Development		12/29/16			01/18/17
333	AOC Mediator Portal CME Course List Addition CR	Data - Request Test Cases from Partner	Evan Wooten	12/29/16	01/03/17		01/03/17
334	AOC Mediator Portal CME Course List Addition CR	Data - Received Test Cases from Partner	Partner	01/04/17	01/18/17		01/18/17
335	AOC Mediator Portal CME Course List Addition CR	Development		12/29/16	12/29/16		12/29/16
336	AOC Mediator Portal CME Course List Addition CR	Development of []	DEV	12/29/16	12/29/16		12/29/16
337	AOC Mediator Portal CME Course List Addition CR	Test Against Functional Spec	DEV	12/30/16	12/30/16		12/30/16
338	AOC Mediator Portal CME Course List Addition CR	Security Scan	DEV	01/03/17	01/04/17		01/04/17
339	AOC Mediator Portal CME Course List Addition CR	Development - Pass for QA	Evan Wooten	01/03/17	01/03/17		01/03/17
340	AOC Mediator Portal CME Course List Addition CR	Review		01/04/17			02/15/17
341	AOC Mediator Portal CME Course List Addition CR	QA Review		01/04/17	01/06/17		01/06/17
342	AOC Mediator Portal CME Course List Addition CR	Create QA Feedback Page in Confluence	Neil Sorensen	01/04/17	01/04/17		01/04/17
343	AOC Mediator Portal CME Course List Addition CR	QA Review/Feedback	Neil Sorensen	01/04/17	01/04/17		01/04/17
344	AOC Mediator Portal CME Course List Addition CR	Development for QA Feedback	DEV	01/05/17	01/05/17		01/05/17
345	AOC Mediator Portal CME Course List Addition CR	QA Approval of Dev Changes	Neil Sorensen	01/06/17	01/06/17		01/06/17
346	AOC Mediator Portal CME Course List Addition CR	Partner Testing		01/09/17	02/10/17		02/10/17
347	AOC Mediator Portal CME Course List Addition CR	Partner Test - Send to Partner	Evan Wooten	01/09/17	01/09/17		01/09/17
348	AOC Mediator Portal CME Course List Addition CR	Partner Testing Feedback - Received	Partner	01/09/17	01/24/17		01/24/17
349	AOC Mediator Portal CME Course List Addition CR	Partner Testing Feedback - Development	Dev	01/24/17	01/31/17		01/31/17
350	AOC Mediator Portal CME Course List Addition CR	Partner Testing Feedback - QA Review	Neil Sorensen	01/31/17	02/03/17		02/03/17
351	AOC Mediator Portal CME Course List Addition CR	Partner Testing Feedback - QA Approval	Neil Sorensen	02/03/17	02/03/17		02/03/17
352	AOC Mediator Portal CME Course List Addition CR	Partner Test Plan - Signed Off Received from Partner	Partner	02/06/17	02/10/17		02/10/17
353	AOC Mediator Portal CME Course List Addition CR	Schedule Go Live	Evan Wooten	02/13/17	02/15/17		02/15/17

# ATP Meadowlark Website



Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Assigned To	Hours Estimate	Hours Logged	% Complete	Duration	Dep.	Comments	Target Launch Date (1st row only)
1	ATP Meadowlark Website	12/01/15	12/01/16	12/21/16		Ashly Eickmeier	48	48.5	101%	273d			12/01/16
2	Initial Project Tasks	12/01/15	04/21/16	04/21/16	Done					103d			
10	Concept	04/01/16	10/31/16	10/31/16	Done					151d			
24	Planning	08/19/16	09/14/16	09/14/16	Done					19d			
32	Design Phase	09/01/16	10/04/16	10/13/16	Done					30d			
70	Content Phase	10/14/16	10/06/16							2d			
71	Partner Revamp Content	10/14/16	10/14/16	10/14/16	In Progress	ATP				1d	69		
72	Partner Provide New or Modified Content	10/17/16	10/17/16	10/17/16	In Progress	ATP				1d	71		
73	Development Phase	10/04/16	11/29/16	11/16/16	Done					29.5d			
74	Build Home Page	10/04/16	10/21/16	10/21/16	Done	Ashly Eickmeier		18		13d	68		
75	Style Mobile View	10/19/16	10/21/16	10/21/16	Done	Ashly Eickmeier		2		3d			
76	Test home page and mobile on multiple browsers	10/19/16	10/21/16	10/21/16	Done	Ashly Eickmeier				3d			
77	Fix any issues if found	10/18/16	10/21/16	10/21/16	Done	Ashly Eickmeier		0.25		3.75d			
78	Home Page - Send to Partner	10/18/16	10/21/16	10/21/16	Done	Ashly Eickmeier				3.25d			
79	Home Page - Receive Partner Feedback	10/21/16	10/26/16	10/26/16	Done	ATP				3d	78		
80	Home Page - Revisions from Partner Feedback	10/26/16	10/27/16	10/27/16	Done	Ashly Eickmeier				1d	79		
81	Home Page - Send to Partner for Approval	10/27/16	10/27/16	10/27/16	Done	Ashly Eickmeier				0.25d	80		
82	Home Page - Receive Partner Approval	10/27/16	10/28/16	10/28/16	Done	ATP				1d	81		
83	Schedule Meeting with Partner (Optional)	10/26/16	10/26/16	10/26/16	Done	Ashly Eickmeier				1d			
84	Request Permission Roles	10/26/16	10/28/16	10/26/16	Done	Ashly Eickmeier				0.5d			
85	Define Permission Roles	10/26/16	11/04/16	10/26/16	Done	ATP				0.5d	84		
86	Configure Permission Roles	10/27/16	11/07/16	10/27/16	Done	Ashly Eickmeier		0.25		0.5d	85		
87	Website Content	10/27/16	11/29/16	11/16/16						13d			
88	Milestone #1 [All content]	10/27/16	11/29/16	11/16/16						13d	86		
89	Add Website Content	10/27/16	11/15/16	11/03/16	In Progress	Ashly Eickmeier		7		5d	86		
90	SEO Optimization	11/03/16	11/15/16	11/03/16	In Progress	Ashly Eickmeier				0.5d	89		
91	Send link(s) to Partner to review	11/04/16	11/16/16	11/04/16	In Progress	Ashly Eickmeier				0.25d	90		
92	Receive Feedback from Partner	11/04/16	11/21/16	11/09/16		ATP				3d	91		
93	Make revisions if needed	11/09/16	11/22/16	11/10/16		Ashly Eickmeier				1d	92		
94	Send updated link(s) to Partner to review	11/10/16	11/22/16	11/10/16		Ashly Eickmeier				0.25d	93		
95	Receive Partner approval	11/10/16	11/29/16	11/16/16		ATP				3d	94		
96	Testing & Review	11/16/16	12/13/16							10d			
97	Test & Review Website	11/16/16	11/29/16	11/16/16		Ashly Eickmeier				0.5d	95		
98	Testing & Review - QA	11/17/16	11/30/16	11/17/16		Neil Sorensen				0.25d	97		
99	Testing & Review - Send to Partner	11/17/16	11/30/16	11/17/16		Ashly Eickmeier				0.25d	98		
100	Testing & Review - Feedback Received by Partner	11/17/16	12/07/16	11/28/16		ATP				5d	99		
101	Testing & Review - Revisions from Partner Feedback	11/28/16	12/08/16	11/29/16		Ashly Eickmeier				1d	100		
102	Testing & Review - Partner Approval	11/29/16	12/13/16	12/02/16		ATP				3d	101		
103	Training	12/02/16	12/15/16							2.5d			
104	Schedule Training	12/02/16	12/15/16	12/06/16		Ashly Eickmeier				2d	102		
105	Create username and passwords	12/02/16	12/13/16	12/02/16		Ashly Eickmeier				0.25d	102		
106	Test all Permissions Before Training	12/06/16	12/15/16	12/06/16		Ashly Eickmeier				0.25d	104		
107	Print copies of Step-by-Step guide for those attending training	12/06/16	12/15/16	12/06/16		Ashly Eickmeier				0.25d	104	<a href="http://www.nebraska.gov/drupal/drupal-user-guide.pdf">http://www.nebraska.gov/drupal/drupal-user-guide.pdf</a>	

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Assigned To	Hours Estimate	Hours Logged	% Complete	Duration	Dep.	Comments	Target Launch Date (1st row only)
108	Website Training	12/06/16	12/15/16	12/06/16		Ashly Eickmeier				0.25d	107		
109	<input type="checkbox"/> Launch	12/07/16	12/28/16							11d			
110	<input type="checkbox"/> Marketing	12/07/16	12/28/16	12/16/16						8d	103		
111	<input type="checkbox"/> Press Release (Optional)	12/07/16	12/28/16	12/16/16						8d	103		
112	Management decision if press release should be written	12/07/16	12/19/16	12/08/16		Carmen Easley				2d	103		
113	Create Press Release	12/09/16	12/21/16	12/12/16		Sara Larkins				2d	112		
114	Send to Partner for Review	12/13/16	12/22/16	12/13/16		Ashly Eickmeier				0.5d	113		
115	Partner Approval	12/13/16	12/28/16	12/16/16		ATP				3d	114		
116	Send Press Release for NIC Review	12/16/16	12/28/16	12/16/16		Sara Larkins				0.5d	115		
117	<input type="checkbox"/> Social Media	12/07/16	12/20/16	12/09/16						3d			
118	Schedule Posts	12/07/16	12/20/16	12/09/16		Sara Larkins				3d			
119	Other Marketing Efforts (Optional)	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				1d	108		
120	Other Marketing Efforts (Optional)	12/07/16	12/16/16	12/07/16		Sara Larkins				1d	108		
121	<input type="checkbox"/> Launch Checklist	12/07/16	12/23/16	12/21/16						11d			
122	Update the Favicon from blue drupal drop to NE.gov square or agency logo (if requested)	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
123	Update the "ENTER EMAIL ADDRESS HERE" link on the 404 error page	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
124	Move Other Existing Applications on Domain	12/07/16	12/16/16	12/07/16		Bruce Rice				1d	108		
125	<input type="checkbox"/> Configure Google Analytics	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
126	Schedule Monthly Report	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108	Use this dashboard - <a href="https://www.google.com/analytics/web/template?uid=9Ygo4eiDS6GVZqHfigaDw">https://www.google.com/analytics/web/template?uid=9Ygo4eiDS6GVZqHfigaDw</a>	
127	Contact Form? If so, set up in Advanced Mail, including email addresses	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
128	<input type="checkbox"/> Set up the broken link report (Link Checker module)	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.5d	108	exclude the following types: 301, 303, and 503	
129	Add Broken Link Report Link on User Page (for site admins or people that have access to edit all content types only)	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.5d	108		
130	Configure server settings?	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
131	Copy theme and any new modules into production (if moving site from test server to production server)	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
132	Remove test events or example content (AKA, clean up the site before launching)	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.25d	108		
133	Turn developer mode and watch mode off (if using LESS)	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
134	Build a sitemap with the XML sitemap module	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108	(you can also add this to google webmaster tools)	
135	Verify search box searches the correct website	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108	(not using some old Google CSE code from another site)	
136	Google Webmaster tools - Crawl the site a day before launching					Ashly Eickmeier						If you can't Webmaster tools to verify site, enable the Site Verification module and use the HTML tag method in Webmaster tools	
137	Use Redirect module to set up any redirects from old pages to new Drupal pages.	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.05d	108		
138	Add site admins or important users to the NE-Drupal distribution list	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.25d	108		
139	Schedule Launch	12/07/16	12/16/16	12/07/16		Ashly Eickmeier				0.5d	108		
140	Go Live	12/07/16	12/22/16	12/13/16		Bruce Rice				5d	108		
141	<input type="checkbox"/> Post Launch	12/14/16	12/23/16	12/21/16						6d			
142	Add the Partner/County to the CMC time tool	12/14/16	12/23/16	12/14/16		Bruce Rice				1d	140		
143	Charge Partner: Set Up Costs & Annual Maintenance Fee	12/14/16	12/23/16	12/14/16		Anna Arushanova				1d	140		
144	Remove scheduled SmartSheets PSR emails	12/14/16	01/03/17	12/21/16		Ashly Eickmeier				6d	140		

# Attorney General Website



Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
1	AGO Website	05/16/16	01/06/17	03/09/17		205.6d		Ashly Eickmeier	18.5	26%	70		12/15/16
2	Initial Project Tasks	05/16/16	06/20/16	06/20/16	Done	25.1d							
10	Concept	05/31/16	09/22/16	09/22/16	Done	82.9d							
25	Planning	08/16/16	09/06/16			15.55d							
33	Design Phase	09/06/16	12/29/16			53.325d							
34	Design Meetings	09/06/16	09/12/16	09/12/16		4.45d							
39	Set up new Drupal site	09/13/16	09/19/16	09/19/16	Done	5d	34	Bruce Rice					
40	Home Page Mock Up	09/13/16	12/15/16	11/09/16		40.025d							
41	Create Home Page Mock Up-- 2 Layouts	09/13/16	10/05/16	10/05/16	Done	17d	36	Ashly Eickmeier	13				
42	Creative Internal Meeting (Home Page Mock Up)	10/06/16	10/06/16	10/06/16	Done	0.525d							
47	Management Review Meeting (Home Page Mock Up)	10/06/16	10/07/16	10/07/16	Done	1.475d							
53	Home Page Mock Up-- Management Approval	10/07/16	10/07/16	10/07/16	Done	0.025d	52	Carmen Easley					
54	Partner Meeting (Home Page Mock Up)	10/07/16	10/07/16	10/07/16		0.025d							
55	Email Home Page Mock Up options to Partner	10/07/16	10/07/16	10/07/16	Done	0.025d	53	Ashly Eickmeier					
56	Home Page Mock Up - Partner Feedback	10/07/16	10/19/16	10/20/16	Done	8.925d	55	Partner					
57	Home Page Mock Up - Revisions from Partner Feedback	10/21/16	10/20/16	10/25/16	Done	3d	56	Ashly Eickmeier	1				
58	Home Page Mock Up - Send for Partner	10/25/16	10/20/16	10/25/16	Done	0.025d		Ashly Eickmeier					
59	Home Page Mock Up - Revisions from Partner Feedback	11/02/16	10/20/16	11/04/16	Done	3d		Ashly Eickmeier	2.5				
60	Home Page Mock Up - Send for Partner	11/04/16	10/20/16	11/04/16	Done	0.025d		Ashly Eickmeier					
61	Home Page Mock Up - Receive Partner Approval	11/04/16	10/25/16	11/09/16		3d	60	Partner					
62	Mobile Mock Up	11/09/16	11/04/16	11/22/16		8.85d							
63	Create Mobile Mock Up Layout	11/09/16	10/26/16	11/10/16		1d	61	Ashly Eickmeier					
64	Mobile Mock Up- Send to Partner	11/10/16	10/26/16	11/10/16		0.025d	63	Ashly Eickmeier					
65	Mobile Mock Up-- Partner Feedback	11/10/16	10/27/16	11/14/16		1d	64	Partner					
66	Mobile Mock Up-- Revisions from Partner Feedback	11/14/16	10/27/16	11/14/16		0.25d	65	Ashly Eickmeier					
67	Mobile Mock Up-- Send for Partner Approval	11/14/16	10/27/16	11/14/16		0.025d	66	Ashly Eickmeier					
68	Mobile Mock Up-- Receive Partner Approval	11/14/16	10/28/16	11/15/16		1d	67	Partner					
69	Interior Mock up (Optional)	11/15/16	11/02/16	11/18/16		3.3d							
70	Create interior page Mock Up(s)	11/15/16	10/31/16	11/16/16		1d	68	Ashly Eickmeier					
71	Interior Mock Up - Send to Partner	11/16/16	10/31/16	11/16/16		0.025d	70	Ashly Eickmeier					
72	Interior Mock Up - Receive Partner Feedback	11/16/16	11/01/16	11/17/16		1d	71	Partner					
73	Interior Mock Up - Revisions from Partner Feedback	11/17/16	11/01/16	11/17/16		0.25d	72	Ashly Eickmeier					
74	Interior Mock Up - Send for Partner	11/17/16	11/01/16	11/17/16		0.025d	73	Ashly Eickmeier					
75	Interior Mock Up - Receive Partner Approval	11/17/16	11/02/16	11/18/16		1d	74	Partner					
76	Mock Up Approval	11/15/16	11/04/16	11/22/16		5.55d							
77	Create Mock Up Approval Form	11/15/16	10/28/16	11/15/16		0.5d	68	Ashly Eickmeier					
78	Mock up Approval Form - Send to Partner	11/15/16	10/28/16	11/15/16		0.025d	77	Ashly Eickmeier					
79	Mock Up Approval Form - Receive from Partner	11/15/16	11/04/16	11/22/16		5d	78	Partner					
80	Mock Up Approval - Upload in Confluence	11/22/16	11/04/16	11/22/16		0.025d	79	Ashly Eickmeier					
81	Content Phase	11/22/16	11/16/16			4.3d							
82	Map Content	11/22/16	11/16/16	12/01/16		4.3d							
83	Review Google Analytics	11/22/16	11/04/16	11/22/16		0.025d	79	Designer					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
84	Build Flow Chart	11/22/16	11/07/16	11/23/16		0.15d	83	Designer					
85	Review Flow Chart (Internal)	11/23/16	11/07/16	11/23/16		0.025d	84	Designer					
86	Send Flow Chart to Partner	11/23/16	11/07/16	11/23/16		0.05d	85	Designer					
87	Provide Changes of Flow Chart - Partner	11/23/16	11/08/16	11/28/16		1d	86	Partner					
88	Implement Changes from Partner	11/28/16	11/08/16	11/28/16		0.025d	87	Designer					
89	Send to Partner for approval	11/28/16	11/08/16	11/28/16		0.025d	88	Designer					
90	Provide Approval - Partner	11/28/16	11/14/16	12/01/16		3d	89	Partner					
91	<input type="checkbox"/> Development Phase	11/22/16	01/12/17			41.475d							
92	Build Home Page	11/22/16	11/09/16	11/29/16		3d	79	Wes Fairhead			12		
93	Style Mobile View	11/29/16	11/10/16	11/30/16		1d	92	Designer					
94	Test home page and mobile on multiple browsers	11/30/16	11/14/16	12/01/16		0.25d	93	Designer					
95	Fix any issues if found	12/01/16	11/14/16	12/01/16		0.5d	94	Designer					
96	Home Page - Send to Partner	12/01/16	11/14/16	12/01/16		0.025d	95	Designer					
97	Home Page - Receive Partner Feedback	12/01/16	11/17/16	12/06/16		3d	96	Partner					
98	Home Page - Revisions from Partner Feedback	12/06/16	11/18/16	12/07/16		0.5d	97	Designer					
99	Home Page - Send to Partner for Approval	12/07/16	11/18/16	12/07/16		0.025d	98	Designer					
100	Home Page - Receive Partner Approval	12/07/16	11/21/16	12/08/16		1d	99	Partner					
101	Schedule Meeting with Partner (Optional)	12/08/16	11/21/16	12/08/16		0.025d	100	Designer					
102	Request Permission Roles	12/08/16	11/21/16	12/08/16		0.5d	101	Designer					
103	Define Permission Roles	12/08/16	11/30/16	12/15/16		5d	102	Partner					
104	Configure Permission Roles	12/15/16	12/01/16	12/16/16		1d	103	Designer					
105	<input type="checkbox"/> Website Content	12/16/16	01/11/17	01/28/17		25.65d							
106	<input type="checkbox"/> Milestone #1 All pages besides Opinions & News	12/16/16	12/14/16	12/29/16		8.3d	104						
107	Add Website Content	12/16/16	12/02/16	12/19/16		1d	104	Designer					
108	SEO Optimization	12/19/16	12/05/16	12/19/16		0.25d	107	Designer					
109	Send link(s) to Partner to review	12/19/16	12/05/16	12/19/16		0.025d	108	Designer					
110	Receive Feedback from Partner	12/19/16	12/08/16	12/22/16		3d	109	Partner					
111	Make revisions if needed	12/22/16	12/09/16	12/23/16		1d	110	Designer					
112	Send updated link(s) to Partner to review	12/23/16	12/09/16	12/23/16		0.025d	111	Designer					
113	Receive Partner approval	12/23/16	12/14/16	12/29/16		3d	112	Partner					
114	<input type="checkbox"/> Milestone #2 Opinions	12/29/16	12/28/16	01/13/17		9.05d	106						
115	Add Website Content	12/29/16	12/15/16	12/30/16		1d	104	Designer					
116	SEO Optimization	12/30/16	12/16/16	01/03/17		1d	115	Designer					
117	Send link(s) to Partner to review	01/03/17	12/16/16	01/03/17		0.025d	116	Designer					
118	Receive Feedback from Partner	01/04/17	12/21/16	01/06/17		3d	117	Partner					
119	Make revisions if needed	01/09/17	12/22/16	01/09/17		1d	118	Designer					
120	Send updated link(s) to Partner to review	01/10/17	12/22/16	01/10/17		0.025d	119	Designer					
121	Receive Partner approval	01/10/17	12/28/16	01/13/17		3d	120	Partner					
122	<input type="checkbox"/> Milestone #3 News	01/13/17	01/10/17	01/28/17		8.3d	114						
123	Add Website Content	01/13/17	12/28/16	01/13/17		0.25d	104	Designer					
124	SEO Optimization	01/13/17	12/29/16	01/17/17		1d	123	Designer					
125	Send link(s) to Partner to review	01/17/17	12/29/16	01/17/17		0.025d	124	Designer					
126	Receive Feedback from Partner	01/17/17	01/04/17	01/20/17		3d	125	Partner					
127	Make revisions if needed	01/20/17	01/05/17	01/23/17		1d	126	Designer					
128	Send updated link(s) to Partner to review	01/23/17	01/05/17	01/23/17		0.025d	127	Designer					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
129	Receive Partner approval	01/23/17	01/10/17	01/26/17		3d	128	Partner					
130	Testing & Review	01/26/17	01/30/17			13.025d							
131	Test & Review Website	01/26/17	01/11/17	01/27/17		1d	129	Designer					
132	Testing & Review - QA	01/27/17	01/12/17	01/30/17		1d	131	Neil Sorensen					
133	Testing & Review - Send to Partner	01/30/17	01/12/17	01/30/17		0.025d	132	Designer					
134	Testing & Review - Feedback Received by Partner	01/30/17	01/20/17	02/06/17		5d	133	Partner					
135	Testing & Review - Revisions from Partner Feedback	02/06/17	01/25/17	02/09/17		3d	134	Designer					
136	Testing & Review - Partner Approval	02/09/17	01/30/17	02/14/17		3d	135	Partner					
137	Training	02/14/17	02/09/17			8.25d							
138	Schedule Training	02/14/17	02/02/17	02/17/17		3d	136	Designer					
139	Create username and passwords	02/14/17	01/30/17	02/14/17		0.5d	136	Designer					
140	Test all Permissions Before Training	02/17/17	02/03/17	02/21/17		1d	138	Designer					
141	Print copies of Step-by-Step guide for those attending training	02/17/17	02/02/17	02/17/17		0.25d	138	Designer				<a href="http://www.nebraska.gov/drupal/drupal-user-guide.pdf">http://www.nebraska.gov/drupal/drupal-user-guide.pdf</a>	
142	Website Training	02/17/17	02/09/17	02/27/17		5d	141	Designer					
143	Launch	02/27/17	02/22/17			8d							
144	Marketing	02/27/17	02/22/17	03/09/17		8d	137						
145	Press Release (Optional)	02/27/17	02/22/17	03/09/17		8d	137						
146	Management decision if press release should be written	02/27/17	02/13/17	03/01/17		2d	137	Carmen Easley					
147	Create Press Release	03/01/17	02/15/17	03/03/17		2d	146	Sara Larkins					
148	Send to Partner for Review	03/03/17	02/16/17	03/06/17		0.5d	147	Designer					
149	Partner Approval	03/06/17	02/22/17	03/09/17		3d	148	Partner					
150	Send Press Release for NIC Review	03/09/17	02/22/17	03/09/17		0.5d	149	Sara Larkins					
151	Social Media	02/27/17	02/09/17	02/27/17		0.25d							
152	Schedule Posts	02/27/17	02/09/17	02/27/17		0.25d	172	Sara Larkins					
153	Other Marketing Efforts (Optional)	02/27/17	02/10/17	02/28/17		1d	142	Designer					
154	Other Marketing Efforts (Optional)	02/27/17	02/10/17	02/28/17		1d	142	Sara Larkins					
155	Launch Checklist	02/27/17	02/10/17	03/07/17		6.025d							
156	Update the Favicon from blue drupal drop to NE.gov square or agency logo (if requested)	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
157	Update the "ENTER EMAIL ADDRESS HERE" link on the 404 error page	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
158	Configure Google Analytics	02/27/17	02/09/17	02/27/17		0.025d	142						
159	Schedule Monthly Report with Demographics Turned On	02/27/17	02/09/17	02/27/17		0.025d	142	Designer				<a href="https://www.google.com/analytics/web/template?uid=9Ygo4eIDS6GVzqHga6dW">Use this dashboard - https://www.google.com/analytics/web/template?uid=9Ygo4eIDS6GVzqHga6dW</a>	
160	Contact Form? If so, set up in Advanced Mail, including email addresses	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
161	Set up the broken link report (Link Checker module)	02/27/17	02/09/17	02/27/17		0.025d	142					exclude the following types: 301, 303, and 503	
162	Add Broken Link Report Link on User Page (for site admins or people that have access to edit all content types only)	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
163	Copy theme and any new modules into production (If moving site from test server to production server)	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
164	Remove test events or example content (AKA, clean up the site before launching)	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
165	Turn developer mode and watch mode off (if using LESS)	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
166	Build a sitemap with the XML sitemap module	02/27/17	02/09/17	02/27/17		0.025d	142	Designer				(you can also add this to google webmaster tools)	
167	Verify search box searches the correct website	02/27/17	02/09/17	02/27/17		0.025d	142	Designer				(not using some old Google CSE code from another site)	
168	Google Webmaster tools - Crawl the site a day before launching	02/27/17	02/09/17	02/27/17		0.025d	142	Designer				If you can't Webmaster tools to verify site, enable the Site Verification module and use the HTML tag method in Webmaster tools	
169	Use Redirect module to set up any redirects from old pages to new Drupal pages.	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
170	Add site admins or important users to the NE-Drupal distribution list	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
171	Schedule Launch	02/27/17	02/09/17	02/27/17		0.025d	142	Designer					
172	Go Live	02/27/17	02/09/17	02/27/17		0.025d	142	Bruce Rice					
173	<input type="checkbox"/> Post Launch	02/27/17	02/10/17	03/07/17		6d							
174	Add the Partner/County to the CMC time tool	02/27/17	02/10/17	02/28/17		1d	172	Bruce Rice					
175	Charge Partner: Set Up Costs & Annual Maintenance Fee	02/27/17	02/10/17	02/28/17		1d	172	Anna Arushanova					
176	Remove scheduled SmartSheets PSR emails	02/27/17	02/23/17	03/07/17		6d	172	Ashly Eickmeier					

# DMV Project Status Report



Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
1	● DMV - Plate Manager - New Plate Year	DMV - Plate Manager - New Plate Year	Natalie Erb	02/05/16	11/22/16	10/13/16	
2	● DMV - Plate Manager - New Plate Year	Development		09/22/16	11/01/16	09/02/16	Done
3	● DMV - Plate Manager - New Plate Year	Development - Pass for QA	Natalie Erb	10/19/16	11/01/16	08/22/16	Done
4	● DMV - Plate Manager - New Plate Year	Review		11/02/16		09/29/16	In Progress
5	● DMV - Plate Manager - New Plate Year	QA Review		11/02/16	11/17/16	08/23/16	
6	● DMV - Plate Manager - New Plate Year	Create QA Feedback Page in Confluence	Neil Sorensen	11/02/16	11/04/16	08/23/16	Done
7	● DMV - Plate Manager - New Plate Year	QA Review/Feedback - Small Counties	Neil Sorensen	11/02/16	11/04/16	08/23/16	Done
8	● DMV - Plate Manager - New Plate Year	Development for QA Feedback - Small Counties	Aaron Steager	11/07/16	11/07/16	08/23/16	Done
9	● DMV - Plate Manager - New Plate Year	QA Approval of Dev Changes - Small Counties	Neil Sorensen	11/07/16	11/09/16	08/23/16	Done
10	● DMV - Plate Manager - New Plate Year	QA Review/Feedback - Large Counties	Neil Sorensen	11/14/16	11/15/16		
11	● DMV - Plate Manager - New Plate Year	Development for QA Feedback - Large Counties	Aaron Steager	11/16/16	11/16/16		In Progress
12	● DMV - Plate Manager - New Plate Year	QA Approval of Dev Changes - Small Counties	Neil Sorensen	11/17/16	11/17/16		
13	● DMV - Plate Manager - New Plate Year	Partner Testing		11/04/16	11/22/16	09/26/16	
14	● DMV - Plate Manager - New Plate Year	Partner Test - Send to Partner - Small Counties	Natalie Erb	11/04/16	11/04/16	08/24/16	Done
15	● DMV - Plate Manager - New Plate Year	Partner - Signed Off Received from Partner - Small Counties	DMV	11/10/16	11/10/16	09/26/16	Done
16	● DMV - Plate Manager - New Plate Year	Partner Test - Send to Partner - Large Counties	Natalie Erb	11/14/16	11/15/16	08/24/16	
17	● DMV - Plate Manager - New Plate Year	Partner Testing Feedback - Received - Large Counties	DMV	11/16/16	11/17/16	09/07/16	
18	● DMV - Plate Manager - New Plate Year	Partner Testing Feedback - Development - Large Counties	Aaron Steager	11/18/16	11/18/16	09/14/16	
19	● DMV - Plate Manager - New Plate Year	Partner Testing Feedback - QA Review - Large Counties	Neil Sorensen	11/18/16	11/18/16	09/19/16	
20	● DMV - Plate Manager - New Plate Year	Partner Testing Feedback - QA Approval - Large Counties	Neil Sorensen	11/21/16	11/21/16	09/19/16	
21	● DMV - Plate Manager - New Plate Year	Partner - Signed Off Received from Partner - Large Counties	DMV	11/21/16	11/22/16	09/26/16	
22	● DMV - Plate Manager - New Plate Year	Schedule Go Live	Natalie Erb	11/22/16	11/22/16	09/29/16	
23	● DMV - Vehicle Reg - New Plate Year	DMV - Vehicle Reg - New Plate Year	Natalie Erb	02/05/16	11/21/16	10/18/16	
24	● DMV - Vehicle Reg - New Plate Year	Development		09/29/16	11/01/16	09/02/16	Done
25	● DMV - Vehicle Reg - New Plate Year	Development - Pass for QA	Natalie Erb	10/17/16	11/01/16	08/25/16	Done
26	● DMV - Vehicle Reg - New Plate Year	Review		11/02/16		10/04/16	In Progress
27	● DMV - Vehicle Reg - New Plate Year	QA Review		11/02/16	11/15/16	08/26/16	
28	● DMV - Vehicle Reg - New Plate Year	Create QA Feedback Page in Confluence	Neil Sorensen	11/02/16	11/02/16	08/25/16	Done
29	● DMV - Vehicle Reg - New Plate Year	QA Review/Feedback	Neil Sorensen	11/02/16	11/04/16	08/26/16	Done
30	● DMV - Vehicle Reg - New Plate Year	Development for QA Feedback	Aaron Steager	11/07/16	11/07/16	08/26/16	Done
31	● DMV - Vehicle Reg - New Plate Year	QA Approval of Dev Changes	Neil Sorensen	11/07/16	11/09/16	08/26/16	Done
32	● DMV - Vehicle Reg - New Plate Year	Development Review for switch to Large Counties	Aaron Steager	11/10/16	11/15/16	11/15/16	In Progress

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
33		DMV - Vehicle Reg - New Plate Year	Partner Testing		11/04/16	11/21/16	09/29/16	
34		DMV - Vehicle Reg - New Plate Year	Partner Test - Send to Partner	Natalie Erb	11/04/16	11/04/16	08/29/16	Done
35		DMV - Vehicle Reg - New Plate Year	Partner Testing Feedback - Received	DMV	11/04/16	11/10/16	09/12/16	
36		DMV - Vehicle Reg - New Plate Year	Partner Testing Feedback - Development	Aaron Steager	11/10/16	11/16/16	09/19/16	
37		DMV - Vehicle Reg - New Plate Year	Partner Testing Feedback - QA Review	Neil Sorensen	11/16/16	11/21/16	09/22/16	
38		DMV - Vehicle Reg - New Plate Year	Partner Testing Feedback - QA Approval	Neil Sorensen	11/21/16	11/21/16	09/22/16	
39		DMV - Vehicle Reg - New Plate Year	Partner - Sign Off Received from Partner - Small Counties	DMV	11/10/16	11/10/16	09/29/16	Done
40		DMV - Vehicle Reg - New Plate Year	Partner - Sign Off Received from Partner - Large Counties	DMV	11/15/16	11/18/16	11/18/16	
41		DMV - Vehicle Reg - New Plate Year	Schedule Go Live	Natalie Erb	11/14/16	11/14/16	10/04/16	
42		DMV - Splate - New Plate Year	DMV - Splate - New Plate Year	Natalie Erb	02/05/16	12/01/16	11/15/16	
43		DMV - Splate - New Plate Year	Planning		08/29/16	11/07/16	09/22/16	Done
44		DMV - Splate - New Plate Year	Images Received from partner	DMV	10/07/16	11/04/16	10/21/16	Done
45		DMV - Splate - New Plate Year	Schedule Resource	Natalie Erb	11/07/16	11/07/16	09/28/16	Done
46		DMV - Splate - New Plate Year	Timeline - Provide to Partner	Natalie Erb	11/07/16	11/07/16	09/28/16	Done
47		DMV - Splate - New Plate Year	Development		11/07/16	11/10/16	10/10/16	Done
48		DMV - Splate - New Plate Year	Development		11/07/16	11/07/16	09/27/16	Done
49		DMV - Splate - New Plate Year	Development of Splate New Plate Year - Update Plate Images	Caleb Wiedel	11/07/16	11/07/16	09/22/16	Done
50		DMV - Splate - New Plate Year	Development - Pass for QA	Natalie Erb	11/08/16	11/10/16	09/26/16	Done
51		DMV - Splate - New Plate Year	Review		11/14/16		11/07/16	In Progress
52		DMV - Splate - New Plate Year	QA Review		11/14/16	11/16/16	09/29/16	
53		DMV - Splate - New Plate Year	Create QA Feedback Page in Confluence	Neil Sorensen	11/14/16	11/14/16	09/27/16	
54		DMV - Splate - New Plate Year	QA Review/Feedback	Neil Sorensen	11/14/16	11/14/16	09/27/16	
55		DMV - Splate - New Plate Year	Development for QA Feedback	Caleb Wiedel	11/15/16	11/15/16	09/28/16	
56		DMV - Splate - New Plate Year	QA Approval of Dev Changes	Neil Sorensen	11/16/16	11/16/16	09/29/16	
57		DMV - Splate - New Plate Year	Partner Testing		11/15/16	11/29/16	11/02/16	
58		DMV - Splate - New Plate Year	Partner Test - Send to Partner	Natalie Erb	11/17/16	11/17/16	09/30/16	
59		DMV - Splate - New Plate Year	Partner Testing Feedback - Received	DMV	11/15/16	11/21/16	10/14/16	
60		DMV - Splate - New Plate Year	Partner Testing Feedback - Development	Caleb Wiedel	11/22/16	11/22/16	10/21/16	
61		DMV - Splate - New Plate Year	Partner Testing Feedback - QA Review	Neil Sorensen	11/22/16	11/22/16	10/26/16	
62		DMV - Splate - New Plate Year	Partner Testing Feedback - QA Approval	Neil Sorensen	11/22/16	11/22/16	10/26/16	
63		DMV - Splate - New Plate Year	Partner - Signed Off Received from Partner	DMV	11/22/16	11/29/16	11/02/16	
64		DMV - Splate - New Plate Year	Schedule Go Live	Natalie Erb	11/29/16	11/30/16	11/07/16	
65		DMV - TLR - New Plate Year	DMV - TLR - New Plate Year	Natalie Erb	02/05/16	11/28/16	11/15/16	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
66		DMV - TLR - New Plate Year	Review		10/24/16		11/07/16	In Review
67		DMV - TLR - New Plate Year	Partner Testing		10/25/16	11/08/16	11/02/16	In Progress
68		DMV - TLR - New Plate Year	Partner Testing Feedback - Received	DMV	10/25/16	11/01/16	10/14/16	Done
69		DMV - TLR - New Plate Year	Partner - Signed Off Received from Partner	DMV	11/01/16	11/08/16	11/02/16	Done
70		DMV - TLR - New Plate Year	Schedule Go Live	Natalie Erb	11/08/16	11/14/16	11/07/16	
71		<b>DMV - Plate Manager - New Plate Year</b>	<b>DMV - Plate Manager - New Plate Year Retemplate</b>	<b>Natalie Erb</b>	<b>08/10/16</b>	<b>11/30/16</b>	<b>10/14/16</b>	
72		DMV - Plate Manager - New Plate Year	Development		08/11/16	11/01/16	08/31/16	Done
73		DMV - Plate Manager - New Plate Year	Development - Pass for QA	Natalie Erb	10/10/16	11/01/16	08/30/16	Done
74		DMV - Plate Manager - New Plate Year	Review		11/02/16		10/11/16	
75		DMV - Plate Manager - New Plate Year	QA Review		11/02/16	11/08/16	09/02/16	
76		DMV - Plate Manager - New Plate Year	QA Review/Feedback	Neil Sorensen	11/02/16	11/04/16	08/31/16	Done
77		DMV - Plate Manager - New Plate Year	UI for QA Feedback	Caleb Wiedel	11/07/16	11/07/16	09/01/16	
78		DMV - Plate Manager - New Plate Year	QA Approval of Dev Changes	Neil Sorensen	11/08/16	11/08/16	09/02/16	Done
79		DMV - Plate Manager - New Plate Year	Partner Testing		11/04/16	11/29/16	10/06/16	
80		DMV - Plate Manager - New Plate Year	Partner Test - Send to Partner	Natalie Erb	11/04/16	11/04/16	09/05/16	Done
81		DMV - Plate Manager - New Plate Year	Partner Testing Feedback - Received	DMV	11/04/16	11/16/16	09/19/16	
82		DMV - Plate Manager - New Plate Year	UI for Partner Feedback	Caleb Wiedel	11/16/16	11/22/16	09/26/16	
83		DMV - Plate Manager - New Plate Year	Partner Testing Feedback - QA Review	Neil Sorensen	11/22/16	11/23/16	09/29/16	
84		DMV - Plate Manager - New Plate Year	Partner Testing Feedback - QA Approval	Neil Sorensen	11/23/16	11/23/16	09/29/16	
85		DMV - Plate Manager - New Plate Year	Partner - Signed Off Received from Partner	DMV	11/28/16	11/29/16	10/06/16	
86		DMV - Plate Manager - New Plate Year	Schedule Go Live	Natalie Erb	11/30/16	11/30/16	10/11/16	
87		<b>DMV - SPLATE - Breast Cancer Awareness</b>	<b>DMV - SPLATE - Breast Cancer Awareness Plate</b>	<b>Jane Rihaneck</b>	<b>05/10/16</b>	<b>01/03/17</b>	<b>01/01/17</b>	
88		DMV - SPLATE - Breast Cancer Awareness	Development		08/08/16	12/15/16	06/28/16	Done
89		DMV - SPLATE - Breast Cancer Awareness	Development		08/08/16	12/15/16	06/15/16	Done
90		DMV - SPLATE - Breast Cancer Awareness	Provide new image	DMV	12/01/16	12/01/16	12/01/16	
91		DMV - SPLATE - Breast Cancer Awareness	Provide New Image to Dev	Jane Rihaneck	12/02/16	12/02/16	12/02/16	
92		DMV - SPLATE - Breast Cancer Awareness	Implement new image	Curtis Mackie	12/02/16	12/02/16	12/02/16	
93		DMV - SPLATE - Breast Cancer Awareness	Development	Curtis Mackie	08/08/16	12/15/16	08/12/16	
94		DMV - SPLATE - Breast Cancer Awareness	Development - Pass for QA	Curtis Mackie	12/05/16	12/05/16	08/12/16	
95		DMV - SPLATE - Breast Cancer Awareness	Review		12/06/16		09/15/16	
96		DMV - SPLATE - Breast Cancer Awareness	QA Review		12/06/16	12/08/16	08/17/16	
97		DMV - SPLATE - Breast Cancer Awareness	Create QA Feedback Page in Confluence	Neil Sorensen	12/06/16	12/06/16	08/15/16	
98		DMV - SPLATE - Breast Cancer Awareness	QA Review/Feedback	Neil Sorensen	12/06/16	12/06/16	08/15/16	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
99	●	DMV - SPLATE - Breast Cancer Awareness	Development for QA Feedback	Curtis Mackie	12/07/16	12/07/16	08/16/16	
100	●	DMV - SPLATE - Breast Cancer Awareness	QA Approval of Dev Changes	Neil Sorensen	12/08/16	12/08/16	08/17/16	
101	●	DMV - SPLATE - Breast Cancer Awareness	Partner Testing		12/09/16	12/29/16	09/12/16	
102	●	DMV - SPLATE - Breast Cancer Awareness	Partner Test - Send to Partner	Jane Rihanek	12/09/16	12/09/16	08/18/16	
103	●	DMV - SPLATE - Breast Cancer Awareness	Partner Testing Feedback - Received	DMV	12/09/16	12/16/16	08/25/16	
104	●	DMV - SPLATE - Breast Cancer Awareness	Partner Testing Feedback - Development	Curtis Mackie	12/16/16	12/21/16	09/01/16	
105	●	DMV - SPLATE - Breast Cancer Awareness	Partner Testing Feedback - QA Review	Neil Sorensen	12/21/16	12/23/16	09/05/16	
106	●	DMV - SPLATE - Breast Cancer Awareness	Partner Testing Feedback - QA Approval	Neil Sorensen	12/23/16	12/23/16	09/05/16	
107	●	DMV - SPLATE - Breast Cancer Awareness	Partner - Sign-off Received from Partner	DMV	12/27/16	12/29/16	09/12/16	
108	●	DMV - SPLATE - Breast Cancer Awareness	Schedule Go-Live	Jane Rihanek	12/30/16	12/30/16	09/15/16	
109	●	DMV - COA - Address Standardization	DMV - COA - Address Standardization	Natalie Erb	09/01/16	01/06/17	12/07/16	
110	●	DMV - COA - Address Standardization	Planning		09/15/16		10/19/16	
111	●	DMV - COA - Address Standardization	Change Request		09/15/16	11/16/16	10/19/16	
112	●	DMV - COA - Address Standardization	Functional Spec - Review & Approval by Developer	Aaron Steager	11/14/16	11/16/16	10/19/16	
113	●	DMV - COA - Address Standardization	Revision of Change Request - Signed by GM	Brent Hoffman	11/01/16	11/01/16	11/01/16	Done
114	●	DMV - COA - Address Standardization	Development		09/15/16		10/21/16	
115	●	DMV - COA - Address Standardization	Development		10/20/16	11/07/16	10/06/16	
116	●	DMV - COA - Address Standardization	Development of COA - Address Standardization	Aaron Steager	10/20/16	11/07/16	10/06/16	Done
117	●	DMV - COA - Address Standardization	Test Against Functional Spec	Aaron Steager	11/07/16	11/07/16	10/07/16	Done
118	●	DMV - COA - Address Standardization	Security Scan	Aaron Steager	11/14/16	11/14/16	10/12/16	Done
119	●	DMV - COA - Address Standardization	Development - Pass for QA	Natalie Erb	11/08/16	11/08/16	10/11/16	Done
120	●	DMV - COA - Address Standardization	Review		11/09/16		11/21/16	
121	●	DMV - COA - Address Standardization	QA Review		11/09/16	11/10/16	10/12/16	
122	●	DMV - COA - Address Standardization	Create QA Feedback Page in Confluence	Neil Sorensen	11/09/16	11/10/16	10/12/16	Done
123	●	DMV - COA - Address Standardization	QA Review/Feedback	Neil Sorensen	11/09/16	11/09/16	10/12/16	In Progress
124	●	DMV - COA - Address Standardization	Development for QA Feedback	Aaron Steager	11/09/16	11/09/16	10/12/16	
125	●	DMV - COA - Address Standardization	QA Approval of Dev Changes	Neil Sorensen	11/09/16	11/09/16	10/12/16	
126	●	DMV - COA - Address Standardization	Partner Testing		11/10/16	12/16/16	11/16/16	
127	●	DMV - COA - Address Standardization	Partner Test - Send to Partner	Natalie Erb	11/10/16	11/10/16	10/13/16	
128	●	DMV - COA - Address Standardization	Partner Testing Feedback - Received	DMV	11/10/16	11/29/16	10/27/16	
129	●	DMV - COA - Address Standardization	Partner Testing Feedback - Development	Aaron Steager	11/29/16	12/06/16	11/03/16	
130	●	DMV - COA - Address Standardization	Partner Testing Feedback - QA Review	Neil Sorensen	12/06/16	12/09/16	11/08/16	
131	●	DMV - COA - Address Standardization	Partner Testing Feedback - QA Approval	Neil Sorensen	12/09/16	12/09/16	11/08/16	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
132	●	DMV - COA - Address Standardization	Partner - Signed Off Received from Partner	DMV	12/12/16	12/16/16	11/16/16	
133	●	DMV - COA - Address Standardization	Schedule Go Live	Natalie Erb	12/19/16	12/21/16	11/21/16	
134	●	DMV - SPLATE - Historical Plate	DMV - SPLATE - Historical Plate	Jane Rihaneck	04/22/16	01/19/18	07/21/17	
135	●	DMV - SPLATE - Historical Plate	Initial Project Tasks		04/22/16		05/25/16	
136	●	DMV - SPLATE - Historical Plate	Review documentation with Mgmt	Jane Rihaneck	11/15/16	11/15/16	11/15/16	
137	●	DMV - SPLATE - Historical Plate	Proposal		11/16/16		02/22/17	
138	●	DMV - SPLATE - Historical Plate	Process Flow Chart - Request from Partner	Jane Rihaneck	11/16/16	11/16/16	10/21/16	
139	●	DMV - SPLATE - Historical Plate	Process Flow Chart - Received from Partner	DMV	11/17/16	12/02/16	11/03/16	
140	●	DMV - SPLATE - Historical Plate	Schedule Proposal Meeting(s)	Jane Rihaneck	12/05/16	12/07/16	11/08/16	
141	●	DMV - SPLATE - Historical Plate	Proposal Meetings	Jane Rihaneck	12/08/16	01/23/17	12/23/16	
142	●	DMV - SPLATE - Historical Plate	Proposal Meeting(s) (DOD)	Bruce Rice	12/08/16	01/23/17	12/23/16	
143	●	DMV - SPLATE - Historical Plate	Data - Determine Receipt and Delivery	Jane Rihaneck	12/08/16	01/23/17	12/23/16	
144	●	DMV - SPLATE - Historical Plate	Database Schema - Provided by Partner	DMV	12/08/16	01/23/17	12/23/16	
145	●	DMV - SPLATE - Historical Plate	Proposal Document		01/24/17	03/20/17	02/22/17	
146	●	DMV - SPLATE - Historical Plate	Create Proposal Document	Jane Rihaneck	01/24/17	02/01/17	01/05/17	
147	●	DMV - SPLATE - Historical Plate	Hours Estimate (Initial) - Provided by Developer	DEV	02/02/17	02/08/17	01/12/17	
148	●	DMV - SPLATE - Historical Plate	Proposal - Review & Approval by Mgmt	Carmen Easley	02/09/17	02/15/17	01/20/17	
149	●	DMV - SPLATE - Historical Plate	Schedule Proposal Review Meeting with Partner	Jane Rihaneck	02/16/17	02/21/17	01/25/17	
150	●	DMV - SPLATE - Historical Plate	Proposal - Send to Partner	Jane Rihaneck	02/22/17	02/24/17	01/30/17	
151	●	DMV - SPLATE - Historical Plate	Proposal - Received from Partner	DMV	02/27/17	03/10/17	02/13/17	
152	●	DMV - SPLATE - Historical Plate	Proposal - Signed by GM	Brent Hoffman	03/13/17	03/15/17	02/16/17	
153	●	DMV - SPLATE - Historical Plate	Proposal - Provide Original Signed Copy to Partner	Jane Rihaneck	03/16/17	03/20/17	02/22/17	
154	●	DMV - SPLATE - Historical Plate	Proposal - Upload to Confluence	Jane Rihaneck	03/16/17	03/20/17	02/22/17	
155	●	DMV - SPLATE - Historical Plate	Planning		01/24/17		12/21/17	
156	●	DMV - SPLATE - Historical Plate	Determine Project Developer	Bruce Rice	01/24/17	02/13/17	01/18/17	
157	●	DMV - SPLATE - Historical Plate	Schedule Planning Meetings	Jane Rihaneck	03/13/17	03/15/17	02/16/17	
158	●	DMV - SPLATE - Historical Plate	Planning Meeting(s)	Jane Rihaneck	03/16/17	06/09/17	05/15/17	
159	●	DMV - SPLATE - Historical Plate	Planning Meeting(s) Developer	DEV	03/16/17	06/09/17	05/15/17	
160	●	DMV - SPLATE - Historical Plate	Prototype		06/12/17	08/07/17	07/12/17	
161	●	DMV - SPLATE - Historical Plate	Create Data Map	Jane Rihaneck	06/12/17	06/16/17	05/22/17	
162	●	DMV - SPLATE - Historical Plate	Schedule Prototype Internal Meeting	Jane Rihaneck	06/19/17	06/21/17	05/25/17	
163	●	DMV - SPLATE - Historical Plate	Prototype Internal Meeting	Jane Rihaneck	06/22/17	06/26/17	05/31/17	
164	●	DMV - SPLATE - Historical Plate	Prototype Internal Meeting - UI/UX	Caleb Wiedel	06/22/17	06/26/17	05/31/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
165	●	DMV - SPLATE - Historical Plate	Prototype Internal Meeting - QA	Neil Sorensen	06/22/17	06/26/17	05/31/17	
166	●	DMV - SPLATE - Historical Plate	Prototype Development and Testing	Caleb Wiedel	06/27/17	07/03/17	06/07/17	
167	●	DMV - SPLATE - Historical Plate	Prototype - Review by QA	Neil Sorensen	07/05/17	07/07/17	06/12/17	
168	●	DMV - SPLATE - Historical Plate	Prototype - PM Approval	Jane Rihanek	07/05/17	07/07/17	06/12/17	
169	●	DMV - SPLATE - Historical Plate	Schedule Prototype - Meeting with Partner	Jane Rihanek	07/10/17	07/12/17	06/15/17	
170	●	DMV - SPLATE - Historical Plate	Prototype - Meeting with Partner	Jane Rihanek	07/10/17	07/14/17	06/19/17	
171	●	DMV - SPLATE - Historical Plate	Prototype - Meeting with Partner - UI/UX	Caleb Wiedel	07/10/17	07/14/17	06/19/17	
172	●	DMV - SPLATE - Historical Plate	Prototype - Meeting with Partner - QA	Neil Sorensen	07/10/17	07/14/17	06/19/17	
173	●	DMV - SPLATE - Historical Plate	Prototype - Send to Partner	Jane Rihanek	07/17/17	07/17/17	06/20/17	
174	●	DMV - SPLATE - Historical Plate	Prototype - Feedback by Partner	DMV	07/17/17	07/31/17	07/05/17	
175	●	DMV - SPLATE - Historical Plate	Prototype - Changes from Partner Feedback - UI/UX	Caleb Wiedel	07/31/17	08/02/17	07/07/17	
176	●	DMV - SPLATE - Historical Plate	Prototype - Approval by Partner	DMV	08/02/17	08/07/17	07/12/17	
177	●	DMV - SPLATE - Historical Plate	Functional Specifications		07/05/17	08/24/17	07/31/17	
178	●	DMV - SPLATE - Historical Plate	Create Functional Spec	Jane Rihanek	07/05/17	07/25/17	06/28/17	
179	●	DMV - SPLATE - Historical Plate	Hours Estimate (Final) - Provided by Developer	DEV	07/26/17	08/01/17	07/06/17	
180	●	DMV - SPLATE - Historical Plate	Functional Spec - Approval from Developer	DEV	07/26/17	08/01/17	07/06/17	
181	●	DMV - SPLATE - Historical Plate	Prototype - Update	Caleb Wiedel	08/02/17	08/04/17	07/11/17	
182	●	DMV - SPLATE - Historical Plate	Functional Spec - Review by QA	Neil Sorensen	08/02/17	08/08/17	07/13/17	
183	●	DMV - SPLATE - Historical Plate	Functional Spec - Send to Partner	Jane Rihanek	08/02/17	08/15/17	07/20/17	
184	●	DMV - SPLATE - Historical Plate	Functional Spec - Received Partner Approval	DMV	08/16/17	08/16/17	07/21/17	
185	●	DMV - SPLATE - Historical Plate	Functional Spec - Signed by GM	Brent Hoffman	08/16/17	08/21/17	07/26/17	
186	●	DMV - SPLATE - Historical Plate	Functional Spec - Provide Original Signed Copy to Partner	Jane Rihanek	08/21/17	08/24/17	07/31/17	
187	●	DMV - SPLATE - Historical Plate	Functional Spec - Upload to Confluence	Jane Rihanek	08/21/17	08/24/17	07/31/17	
188	●	DMV - SPLATE - Historical Plate	Schedule Resource	Jane Rihanek	08/02/17	08/08/17	07/13/17	
189	●	DMV - SPLATE - Historical Plate	Timeline - Provide to Partner	Jane Rihanek	08/02/17	08/08/17	07/13/17	
190	●	DMV - SPLATE - Historical Plate	Addendum		08/02/17	01/19/18	12/21/17	
191	●	DMV - SPLATE - Historical Plate	Addendum - Send to Partner	Jane Rihanek	08/09/17	08/09/17	07/14/17	
192	●	DMV - SPLATE - Historical Plate	Addendum - Received from Partner	DMV	08/10/17	08/23/17	07/28/17	
193	●	DMV - SPLATE - Historical Plate	Addendum - Signed by GM	Brent Hoffman	08/24/17	08/28/17	08/02/17	
194	●	DMV - SPLATE - Historical Plate	Addendum - Sent to NSRB to Schedule for Board Meeting	Jane Rihanek	08/29/17	08/31/17	08/07/17	
195	●	DMV - SPLATE - Historical Plate	Addendum - Received from NSRB, Signed by All Parties	Freddy Pika	09/01/17	01/16/18	12/18/17	
196	●	DMV - SPLATE - Historical Plate	Addendum - Upload to CDB/Contract Library	Freddy Pika	01/17/18	01/19/18	12/21/17	
197	●	DMV - SPLATE - Historical Plate	Addendum - Provide Signed Original Copy to Partner	Freddy Pika	01/17/18	01/19/18	12/21/17	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
198	DMV - SPLATE - Historical Plate	Development		08/16/17		08/24/17	
199	DMV - SPLATE - Historical Plate	Payment Set Up		08/16/17	09/20/17	08/24/17	
200	DMV - SPLATE - Historical Plate	Send Addenda Setup Form to Partner	Jane Rihanek	08/16/17	08/18/17	07/25/17	
201	DMV - SPLATE - Historical Plate	Received Addenda Setup Form from Partner	DMV	08/18/17	08/25/17	08/01/17	
202	DMV - SPLATE - Historical Plate	CDB/TPE Setup Form	Jane Rihanek	08/25/17	08/29/17	08/03/17	
203	DMV - SPLATE - Historical Plate	CDB/TPE Setup (include signed addenda and addendum)	Anna Arushanova	08/29/17	09/01/17	08/08/17	
204	DMV - SPLATE - Historical Plate	TPE Service Code Setup by DOD (include CDB/TPE Setup Form)	Bruce Rice	09/01/17	09/07/17	08/11/17	
205	DMV - SPLATE - Historical Plate	ACH Set Up		08/16/17	08/30/17	08/04/17	
206	DMV - SPLATE - Historical Plate	Set up ACH Pay	Anna Arushanova	08/16/17	08/30/17	08/04/17	
207	DMV - SPLATE - Historical Plate	Credit Card Set UP		08/16/17	08/31/17	08/07/17	
208	DMV - SPLATE - Historical Plate	Processor Boarding Form (CC)	Anna Arushanova	08/16/17	08/21/17	07/26/17	
209	DMV - SPLATE - Historical Plate	Receive Tear Sheet from Elavon	Anna Arushanova	08/21/17	08/28/17	08/02/17	
210	DMV - SPLATE - Historical Plate	Provide Monetra Info to NIC Finance	Bruce Rice	08/28/17	08/31/17	08/07/17	
211	DMV - SPLATE - Historical Plate	Set up TPE Processor	NIC Finance	08/31/17	09/06/17	08/10/17	
212	DMV - SPLATE - Historical Plate	Service Code Request - Enable for Penny Test	Bruce Rice	09/06/17	09/08/17	08/14/17	
213	DMV - SPLATE - Historical Plate	Penny Test - Run	Bruce Rice	09/08/17	09/11/17	08/15/17	
214	DMV - SPLATE - Historical Plate	Penny Test Confirmation - Send to STO	Jane Rihanek	09/11/17	09/13/17	08/17/17	
215	DMV - SPLATE - Historical Plate	Received Penny Test Confirmation from STO	STO	09/13/17	09/20/17	08/24/17	
216	DMV - SPLATE - Historical Plate	Schedule Marketing Plan Meeting	Jane Rihanek	08/16/17	08/21/17	07/26/17	
217	DMV - SPLATE - Historical Plate	Create Marketing Plan	Sara Larkins	08/21/17	08/28/17	08/02/17	
218	DMV - SPLATE - Historical Plate	Data - Request Test Cases from Partner	Jane Rihanek	08/16/17	08/21/17	07/26/17	
219	DMV - SPLATE - Historical Plate	Data - Received Test Cases from Partner	DMV	08/21/17	09/05/17	08/09/17	
220	DMV - SPLATE - Historical Plate	Development		08/16/17	08/21/17	07/26/17	
221	DMV - SPLATE - Historical Plate	Scrum	Jane Rihanek	08/16/17	08/17/17	07/24/17	
222	DMV - SPLATE - Historical Plate	Scrum Developer	DEV	08/16/17	08/17/17	07/24/17	
223	DMV - SPLATE - Historical Plate	Data - Receipt Method Ready	Jane Rihanek	08/16/17	08/17/17	07/24/17	
224	DMV - SPLATE - Historical Plate	Data - Delivery Method Ready	Jane Rihanek	08/16/17	08/17/17	07/24/17	
225	DMV - SPLATE - Historical Plate	Development Milestone #1		08/16/17	08/17/17	07/24/17	
226	DMV - SPLATE - Historical Plate	Request for Dev/Test/Prod Database Setup to ETS (GRAILS only)	DEV	08/16/17	08/17/17	07/24/17	
227	DMV - SPLATE - Historical Plate	Request for F5 Setup to ETS (GRAILS only)	DEV	08/16/17	08/17/17	07/24/17	
228	DMV - SPLATE - Historical Plate	Request CDB Web Access Groups by Developer	DEV	08/16/17	08/17/17	07/24/17	
229	DMV - SPLATE - Historical Plate	Google Analytics	DEV	08/16/17	08/16/17	07/21/17	
230	DMV - SPLATE - Historical Plate	App Manager	DEV	08/16/17	08/17/17	07/24/17	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
231	DMV - SPLATE - Historical Plate	Global Messaging	DEV	08/17/17	08/17/17	07/24/17	
232	DMV - SPLATE - Historical Plate	Development of []	DEV	08/16/17	08/17/17	07/24/17	
233	DMV - SPLATE - Historical Plate	Development Milestone #2		08/17/17	08/18/17	07/25/17	
234	DMV - SPLATE - Historical Plate	Development of []	DEV	08/17/17	08/18/17	07/25/17	
235	DMV - SPLATE - Historical Plate	Development Milestone #3		08/18/17	08/21/17	07/26/17	
236	DMV - SPLATE - Historical Plate	Add Test Link to Wiki	DEV	08/18/17	08/18/17	07/25/17	
237	DMV - SPLATE - Historical Plate	Development of []	DEV	08/18/17	08/21/17	07/26/17	
238	DMV - SPLATE - Historical Plate	Test Against Functional Spec	DEV	08/21/17	08/22/17	07/27/17	
239	DMV - SPLATE - Historical Plate	Security Scan	DEV	08/22/17	08/24/17	07/31/17	
240	DMV - SPLATE - Historical Plate	Development - Pass for QA	Jane Rihanek	08/22/17	08/23/17	07/28/17	
241	DMV - SPLATE - Historical Plate	Marketing Plan - Implement	Sara Larkins	08/23/17	09/07/17	08/11/17	
242	DMV - SPLATE - Historical Plate	Review		08/23/17		10/02/17	
243	DMV - SPLATE - Historical Plate	Scrum	Jane Rihanek	08/23/17	08/24/17	07/31/17	
244	DMV - SPLATE - Historical Plate	QA Review		08/23/17	08/28/17	08/02/17	
245	DMV - SPLATE - Historical Plate	Create QA Feedback Page in Confluence	Neil Sorensen	08/23/17	08/23/17	07/28/17	
246	DMV - SPLATE - Historical Plate	QA Review/Feedback	Neil Sorensen	08/23/17	08/24/17	07/31/17	
247	DMV - SPLATE - Historical Plate	Scrum QA	Neil Sorensen	08/23/17	08/24/17	07/31/17	
248	DMV - SPLATE - Historical Plate	Development for QA Feedback	DEV	08/24/17	08/25/17	08/01/17	
249	DMV - SPLATE - Historical Plate	QA Approval of Dev Changes	Neil Sorensen	08/25/17	08/28/17	08/02/17	
250	DMV - SPLATE - Historical Plate	Create Partner Test Plan	Neil Sorensen	08/28/17	08/28/17	08/02/17	
251	DMV - SPLATE - Historical Plate	Partner Testing		08/28/17	10/13/17	09/18/17	
252	DMV - SPLATE - Historical Plate	Partner Testing Meeting - Schedule	Jane Rihanek	08/28/17	08/31/17	08/07/17	
253	DMV - SPLATE - Historical Plate	Partner Testing Meeting	Jane Rihanek	08/31/17	09/08/17	08/14/17	
254	DMV - SPLATE - Historical Plate	Partner Test Plan - Send to Partner	Jane Rihanek	09/08/17	09/08/17	08/14/17	
255	DMV - SPLATE - Historical Plate	Partner Testing Feedback - Received	DMV	09/11/17	09/22/17	08/28/17	
256	DMV - SPLATE - Historical Plate	Partner Testing Feedback - Development	DEV	09/25/17	09/29/17	09/05/17	
257	DMV - SPLATE - Historical Plate	Partner Testing Feedback - QA Review	Neil Sorensen	10/02/17	10/04/17	09/08/17	
258	DMV - SPLATE - Historical Plate	Partner Testing Feedback - QA Approval	Neil Sorensen	10/05/17	10/05/17	09/11/17	
259	DMV - SPLATE - Historical Plate	Partner Test Plan - Signed Off Received from Partner	DMV	10/05/17	10/13/17	09/18/17	
260	DMV - SPLATE - Historical Plate	Partner Training (TPE)		08/23/17	09/11/17	08/15/17	
261	DMV - SPLATE - Historical Plate	Partner TPE Training - Schedule	Jane Rihanek	08/23/17	08/28/17	08/02/17	
262	DMV - SPLATE - Historical Plate	Partner TPE Training - Meeting	Jane Rihanek	08/28/17	09/05/17	08/09/17	
263	DMV - SPLATE - Historical Plate	Request for TPE New Users	Jane Rihanek	09/05/17	09/06/17	08/10/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
264		DMV - SPLATE - Historical Plate	Set Up TPE Users	Freddy Pika	09/06/17	09/11/17	08/15/17	
265		DMV - SPLATE - Historical Plate	Schedule Go Live	Jane Rihaneck	10/13/17	10/18/17	09/21/17	
266		DMV - SPLATE - Historical Plate	Service Code Request - Enable	Bruce Rice	10/18/17	10/23/17	09/26/17	
267		DMV - SPLATE - Historical Plate	Demo for Support	Jane Rihaneck	10/13/17	10/27/17	10/02/17	
268		<b>DMV website</b>	<b>DMV Website</b>	<b>Natalie Erb</b>	<b>05/23/16</b>	<b>04/11/17</b>	<b>04/11/17</b>	
269		DMV website	Concept		09/05/16		04/10/17	
270		DMV website	Statement of Work (SOW)		09/12/16	03/14/17	04/10/17	
271		DMV website	SOW - Received from NSRB, Signed by All Parties	Freddy Pika	10/27/16	03/10/17	03/10/17	
272		DMV website	SOW - Upload to CDB/Contract Library	Freddy Pika	03/13/17	03/13/17	03/13/17	
273		DMV website	SOW - Provide Original Signed Copy to DMV	Natalie Erb	03/14/17	03/14/17	03/14/17	
274		DMV website	Content Phase		05/31/16		04/04/17	
275		DMV website	PM Mapping and Meetings	Natalie Erb	09/02/16	04/04/17	04/04/17	
276		DMV website	Designer Mapping and Meetings	Levi Campbell	09/02/16	04/04/17	04/04/17	
277		DMV website	Designer Mapping and Meetings	Ashly Eickmeier	09/02/16	04/04/17	04/04/17	
278		DMV website	Development Phase		10/19/16		03/10/17	
279		DMV website	Test home page and mobile on multiple browsers	Ashly Eickmeier	10/31/16	10/31/16	10/31/16	
280		DMV website	Fix any issues if found	Ashly Eickmeier	10/31/16	11/01/16	11/01/16	
281		DMV website	Home Page - Send to DMV	Natalie Erb	11/01/16	11/01/16	11/01/16	
282		DMV website	Home Page - Receive DMV Feedback	DMV	11/01/16	11/04/16	11/04/16	
283		DMV website	Home Page - Revisions from DMV Feedback	Ashly Eickmeier	11/04/16	11/07/16	11/07/16	
284		DMV website	Home Page - Send to DMV for Approval	Natalie Erb	11/07/16	11/07/16	11/07/16	
285		DMV website	Home Page - Receive DMV Approval	DMV	11/08/16	11/08/16	11/08/16	
286		DMV website	Schedule Meeting with DMV (Optional)	Natalie Erb	11/09/16	11/09/16	11/09/16	
287		DMV website	Request Permission Roles	Natalie Erb	11/10/16	11/10/16	11/10/16	
288		DMV website	Define Permission Roles	DMV	11/10/16	11/18/16	11/18/16	
289		DMV website	Configure Permission Roles	Ashly Eickmeier	11/18/16	11/21/16	11/21/16	
290		DMV website	Website Content		11/09/16	03/10/17	03/10/17	
291		DMV website	<a href="#">Milestone #1 [Drivers License]</a>		11/09/16	12/05/16	12/05/16	
292		DMV website	Add Website Content	Designer	11/09/16	11/16/16	11/16/16	
293		DMV website	SEO Optimization	Designer	11/17/16	11/17/16	11/17/16	
294		DMV website	Send link(s) to DMV to review	Natalie Erb	11/18/16	11/18/16	11/18/16	
295		DMV website	Receive Feedback from DMV	DMV	11/18/16	11/23/16	11/23/16	
296		DMV website	Make revisions if needed	Designer	11/23/16	11/30/16	11/30/16	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
297	DMV website	Send updated link(s) to DMV to review	Natalie Erb	11/30/16	11/30/16	11/30/16	
298	DMV website	Receive DMV approval	DMV	11/30/16	12/05/16	12/05/16	
299	DMV website	<a href="#">Milestone #2 [Financial Responsibility]</a>		11/17/16	12/13/16	12/13/16	
300	DMV website	Add Website Content	Designer	11/17/16	11/28/16	11/28/16	
301	DMV website	SEO Optimization	Designer	11/29/16	11/29/16	11/29/16	
302	DMV website	Send link(s) to DMV to review	Natalie Erb	11/30/16	11/30/16	11/30/16	
303	DMV website	Receive Feedback from DMV	DMV	11/30/16	12/05/16	12/05/16	
304	DMV website	Make revisions if needed	Designer	12/05/16	12/08/16	12/08/16	
305	DMV website	Send updated link(s) to DMV to review	Natalie Erb	12/08/16	12/08/16	12/08/16	
306	DMV website	Receive DMV approval	DMV	12/08/16	12/13/16	12/13/16	
307	DMV website	<a href="#">Milestone #3 [Legal/Administrative/Forms/FAQ]</a>		11/29/16	01/17/17	01/17/17	
308	DMV website	Add Website Content	Designer	11/29/16	12/29/16	12/29/16	
309	DMV website	SEO Optimization	Designer	12/30/16	12/30/16	12/30/16	
310	DMV website	Send link(s) to DMV to review	Natalie Erb	01/03/17	01/03/17	01/03/17	
311	DMV website	Receive Feedback from DMV	DMV	01/03/17	01/06/17	01/06/17	
312	DMV website	Make revisions if needed	Designer	01/06/17	01/11/17	01/11/17	
313	DMV website	Send updated link(s) to DMV to review	Natalie Erb	01/11/17	01/11/17	01/11/17	
314	DMV website	Receive DMV approval	DMV	01/11/17	01/17/17	01/17/17	
315	DMV website	<a href="#">Milestone #4 [Motor Carrier]</a>		12/30/16	01/20/17	01/20/17	
316	DMV website	Add Website Content	Designer	12/30/16	01/04/17	01/04/17	
317	DMV website	SEO Optimization	Designer	01/05/17	01/05/17	01/05/17	
318	DMV website	Send link(s) to DMV to review	Natalie Erb	01/06/17	01/06/17	01/06/17	
319	DMV website	Receive Feedback from DMV	DMV	01/06/17	01/11/17	01/11/17	
320	DMV website	Make revisions if needed	Designer	01/11/17	01/17/17	01/17/17	
321	DMV website	Send updated link(s) to DMV to review	Natalie Erb	01/17/17	01/17/17	01/17/17	
322	DMV website	Receive DMV approval	DMV	01/17/17	01/20/17	01/20/17	
323	DMV website	<a href="#">Milestone #5 [Driver License &amp; Vehicle Records]</a>		01/05/17	03/10/17	03/10/17	
324	DMV website	Add Website Content	Designer	01/05/17	02/16/17	02/16/17	
325	DMV website	SEO Optimization	Designer	02/17/17	02/17/17	02/17/17	
326	DMV website	Send link(s) to DMV to review	Natalie Erb	02/21/17	02/21/17	02/21/17	
327	DMV website	Receive Feedback from DMV	DMV	02/21/17	02/24/17	02/24/17	
328	DMV website	Make revisions if needed	Designer	02/24/17	03/01/17	03/01/17	
329	DMV website	Send updated link(s) to DMV to review	Natalie Erb	03/01/17	03/01/17	03/01/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
330	●	DMV website	Receive DMV approval	DMV	03/01/17	03/10/17	03/10/17	
331	●	DMV website	Testing & Review		03/10/17		03/29/17	
332	●	DMV website	Test & Review Website	Designer	03/10/17	03/13/17	03/13/17	
333	●	DMV website	Testing & Review - QA	Neil Sorensen	03/13/17	03/14/17	03/14/17	
334	●	DMV website	Testing & Review - Send to DMV	Designer	03/14/17	03/14/17	03/14/17	
335	●	DMV website	Testing & Review - Feedback Received by DMV	DMV	03/14/17	03/21/17	03/21/17	
336	●	DMV website	Testing & Review - Revisions from DMV Feedback	Designer	03/21/17	03/24/17	03/24/17	
337	●	DMV website	Testing & Review - DMV Approval	DMV	03/24/17	03/29/17	03/29/17	
338	●	DMV website	Training		03/29/17		04/04/17	
339	●	DMV website	Schedule Training	Designer	03/29/17	04/03/17	04/03/17	
340	●	DMV website	Create username and passwords	Designer	03/29/17	03/30/17	03/30/17	
341	●	DMV website	Test all Permissions Before Training	Designer	04/03/17	04/04/17	04/04/17	
342	●	DMV website	Print copies of Step-by-Step guide for those attending training	Designer	04/03/17	04/03/17	04/03/17	
343	●	DMV website	Website Training	Designer	04/04/17	04/04/17	04/04/17	
344	●	DMV - Veh Reg - Order Attributes	DMV Veh Reg Add Order Attributes in TPE	Natalie Erb	08/31/16	01/10/17	01/11/17	
345	●	DMV - Veh Reg - Order Attributes	Planning		10/11/16		11/16/16	
346	●	DMV - Veh Reg - Order Attributes	Change Request		10/11/16	11/18/16	11/16/16	
347	●	DMV - Veh Reg - Order Attributes	Functional Specs - Update	Natalie Erb	11/10/16	11/15/16	11/10/16	
348	●	DMV - Veh Reg - Order Attributes	Functional Spec - Review & Approval by Developer	Aaron Steager	11/16/16	11/18/16	11/16/16	
349	●	DMV - Veh Reg - Order Attributes	Change Request - Received from Partner	Partner	10/31/16	11/09/16	11/04/16	Done
350	●	DMV - Veh Reg - Order Attributes	Change Request - Signed by GM	Brent Hoffman	11/09/16	11/09/16	11/07/16	Done
351	●	DMV - Veh Reg - Order Attributes	Change Request - Provide Original Signed Copy to Partner	Natalie Erb	11/09/16	11/09/16	11/10/16	Done
352	●	DMV - Veh Reg - Order Attributes	Change Request - Upload to Confluence	Natalie Erb	11/09/16	11/09/16	11/10/16	Done
353	●	DMV - Veh Reg - Order Attributes	Schedule Resource	Natalie Erb	11/10/16	11/17/16	11/14/16	
354	●	DMV - Veh Reg - Order Attributes	Timeline - Provide to Partner	Natalie Erb	11/10/16	11/17/16	11/14/16	
355	●	DMV - Veh Reg - Order Attributes	Development		11/10/16		11/28/16	
356	●	DMV - Veh Reg - Order Attributes	Data - Request Test Cases from Partner	Natalie Erb	11/10/16	11/15/16	11/04/16	
357	●	DMV - Veh Reg - Order Attributes	Data - Received Test Cases from Partner	Partner	11/16/16	12/01/16	11/21/16	
358	●	DMV - Veh Reg - Order Attributes	Development		11/10/16	11/10/16	11/02/16	
359	●	DMV - Veh Reg - Order Attributes	Development of Order Attributes	Aaron Steager	11/10/16	11/10/16	11/02/16	
360	●	DMV - Veh Reg - Order Attributes	Test Against Functional Spec	Aaron Steager	11/10/16	11/10/16	11/02/16	
361	●	DMV - Veh Reg - Order Attributes	Security Scan	Aaron Steager	11/10/16	11/15/16	11/04/16	
362	●	DMV - Veh Reg - Order Attributes	Development - Pass for QA	Natalie Erb	11/10/16	11/14/16	11/03/16	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
363		DMV - Veh Reg - Order Attributes	Review		11/14/16		12/15/16	
364		DMV - Veh Reg - Order Attributes	QA Review		11/14/16	11/14/16	11/03/16	
365		DMV - Veh Reg - Order Attributes	Create QA Feedback Page in Confluence	Neil Sorensen	11/14/16	11/14/16	11/03/16	
366		DMV - Veh Reg - Order Attributes	QA Review/Feedback	Neil Sorensen	11/14/16	11/14/16	11/03/16	
367		DMV - Veh Reg - Order Attributes	Development for QA Feedback	Aaron Steager	11/14/16	11/14/16	11/03/16	
368		DMV - Veh Reg - Order Attributes	QA Approval of Dev Changes	Neil Sorensen	11/14/16	11/14/16	11/03/16	
369		DMV - Veh Reg - Order Attributes	Partner Testing		11/14/16	12/20/16	12/12/16	
370		DMV - Veh Reg - Order Attributes	Partner Test - Send to Partner	Natalie Erb	11/14/16	11/14/16	11/03/16	
371		DMV - Veh Reg - Order Attributes	Partner Testing Feedback - Received	Partner	11/15/16	11/30/16	11/18/16	
372		DMV - Veh Reg - Order Attributes	Partner Testing Feedback - Development	Dev	12/01/16	12/07/16	11/29/16	
373		DMV - Veh Reg - Order Attributes	Partner Testing Feedback - QA Review	Neil Sorensen	12/08/16	12/12/16	12/02/16	
374		DMV - Veh Reg - Order Attributes	Partner Testing Feedback - QA Approval	Neil Sorensen	12/13/16	12/13/16	12/05/16	
375		DMV - Veh Reg - Order Attributes	Partner - Signed Off Received from Partner	Partner	12/13/16	12/20/16	12/12/16	
376		DMV - Veh Reg - Order Attributes	Schedule Go Live	Natalie Erb	12/20/16	12/23/16	12/15/16	
377		<b>DMV - DLS - CDL Renewal</b>	<b>DMV - DLS - CDL Renewal</b>	<b>Natalie Erb</b>	<b>02/18/16</b>	<b>05/11/17</b>	<b>08/07/17</b>	
378		DMV - DLS - CDL Renewal	Planning		06/28/16		08/07/17	In Progress
379		DMV - DLS - CDL Renewal	Planning Meeting(s)	Natalie Erb	10/19/16	01/18/17	12/29/16	
380		DMV - DLS - CDL Renewal	Planning Meeting(s) Developer	Aaron Steager	10/19/16	01/18/17	12/29/16	
381		DMV - DLS - CDL Renewal	Functional Specifications		10/14/16	12/08/16	10/20/16	
382		DMV - DLS - CDL Renewal	Create Functional Spec	Natalie Erb	10/14/16	11/03/16	09/19/16	In Progress
383		DMV - DLS - CDL Renewal	Hours Estimate (Final) - Provided by Developer	Aaron Steager	11/04/16	11/10/16	09/26/16	In Progress
384		DMV - DLS - CDL Renewal	Functional Spec - Approval from Developer	Aaron Steager	11/04/16	11/10/16	09/26/16	
385		DMV - DLS - CDL Renewal	Functional Spec - Review by Senior PM	Jess Evers	11/04/16	11/04/16	10/04/16	In Progress
386		DMV - DLS - CDL Renewal	Functional Spec - Review by QA	Neil Sorensen	11/14/16	11/22/16	10/03/16	Done
387		DMV - DLS - CDL Renewal	Functional Spec - Send to Partner	Natalie Erb	11/14/16	11/29/16	10/11/16	
388		DMV - DLS - CDL Renewal	Functional Spec - Received Partner Approval	DMV	11/30/16	11/30/16	10/12/16	
389		DMV - DLS - CDL Renewal	Functional Spec - Signed by GM	Brent Hoffman	11/30/16	12/05/16	10/17/16	
390		DMV - DLS - CDL Renewal	Functional Spec - Provide Original Signed Copy to Partner	Natalie Erb	12/05/16	12/08/16	10/20/16	
391		DMV - DLS - CDL Renewal	Functional Spec - Upload to Confluence	Natalie Erb	12/05/16	12/08/16	10/20/16	
392		DMV - DLS - CDL Renewal	Schedule Resource	Natalie Erb	11/14/16	11/18/16	10/03/16	
393		DMV - DLS - CDL Renewal	Timeline - Provide to Partner	Natalie Erb	11/14/16	11/18/16	10/03/16	
394		DMV - DLS - CDL Renewal	Addendum		10/31/16	04/11/17	03/16/17	
395		DMV - DLS - CDL Renewal	Addendum - Send to Partner	Natalie Erb	10/31/16	10/31/16	10/04/16	Done

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
396	●	DMV - DLS - CDL Renewal	Addendum - Received from Partner	DMV	11/01/16	11/15/16	10/19/16	In Progress
397	●	DMV - DLS - CDL Renewal	Addendum - Signed by GM	Brent Hoffman	11/16/16	11/18/16	10/24/16	
398	●	DMV - DLS - CDL Renewal	Addendum - Sent to NSRB to Schedule for Board Meeting	Natalie Erb	11/21/16	11/23/16	10/27/16	
399	●	DMV - DLS - CDL Renewal	Addendum - Received from NSRB, Signed by All Parties	Freddy Pika	11/28/16	04/06/17	03/13/17	
400	●	DMV - DLS - CDL Renewal	Addendum - Upload to CDB/Contract Library	Freddy Pika	04/07/17	04/11/17	03/16/17	
401	●	DMV - DLS - CDL Renewal	Addendum - Provide Signed Original Copy to Partner	Freddy Pika	04/07/17	04/11/17	03/16/17	
402	●	DMV - DLS - CDL Renewal	Development		11/30/16		11/16/16	
403	●	DMV - DLS - CDL Renewal	Payment Set Up		11/30/16	01/05/17	11/16/16	
404	●	DMV - DLS - CDL Renewal	Send Addenda Setup Form to Partner	Natalie Erb	11/30/16	12/02/16	10/14/16	
405	●	DMV - DLS - CDL Renewal	Received Addenda Setup Form from Partner	DMV	12/02/16	12/09/16	10/21/16	
406	●	DMV - DLS - CDL Renewal	CDB/TPE Setup Form	Natalie Erb	12/09/16	12/13/16	10/25/16	
407	●	DMV - DLS - CDL Renewal	CDB/TPE Setup (include signed addenda and addendum)	Anna Arushanova	12/13/16	12/16/16	10/28/16	
408	●	DMV - DLS - CDL Renewal	TPE Service Code Setup by DOD (include CDB/TPE Setup Form)	Bruce Rice	12/16/16	12/21/16	11/02/16	
409	●	DMV - DLS - CDL Renewal	ACH Set Up		11/30/16	12/14/16	10/26/16	
410	●	DMV - DLS - CDL Renewal	Set up ACH Pay	Anna Arushanova	11/30/16	12/14/16	10/26/16	
411	●	DMV - DLS - CDL Renewal	Credit Card Set UP		11/30/16	12/15/16	10/27/16	
412	●	DMV - DLS - CDL Renewal	Processor Boarding Form (CC)	Anna Arushanova	11/30/16	12/05/16	10/17/16	
413	●	DMV - DLS - CDL Renewal	Receive Tear Sheet from Elavon	Anna Arushanova	12/05/16	12/12/16	10/24/16	
414	●	DMV - DLS - CDL Renewal	Provide Monetra Info to NIC Finance	Bruce Rice	12/12/16	12/15/16	10/27/16	
415	●	DMV - DLS - CDL Renewal	Set up TPE Processor	NIC Finance	12/15/16	12/20/16	11/01/16	
416	●	DMV - DLS - CDL Renewal	Service Code Request - Enable for Penny Test	Bruce Rice	12/20/16	12/22/16	11/03/16	
417	●	DMV - DLS - CDL Renewal	Penny Test - Run	Bruce Rice	12/22/16	12/23/16	11/04/16	
418	●	DMV - DLS - CDL Renewal	Penny Test Confirmation - Send to STO	Natalie Erb	12/23/16	12/28/16	11/08/16	
419	●	DMV - DLS - CDL Renewal	Received Penny Test Confirmation from STO	STO	12/28/16	01/05/17	11/16/16	
420	●	DMV - DLS - CDL Renewal	Schedule Marketing Plan Meeting	Natalie Erb	11/30/16	12/05/16	10/17/16	
421	●	DMV - DLS - CDL Renewal	Create Marketing Plan	Sara Larkins	12/05/16	12/12/16	10/24/16	
422	●	DMV - DLS - CDL Renewal	Data - Request Test Cases from Partner	Natalie Erb	11/30/16	12/05/16	10/17/16	
423	●	DMV - DLS - CDL Renewal	Data - Received Test Cases from Partner	DMV	12/05/16	12/19/16	10/31/16	
424	●	DMV - DLS - CDL Renewal	Development		11/30/16	01/31/17	10/17/16	
425	●	DMV - DLS - CDL Renewal	Scrum	Natalie Erb	11/30/16	01/31/17	10/13/16	
426	●	DMV - DLS - CDL Renewal	Scrum Developer	DEV	11/30/16	01/31/17	10/13/16	
427	●	DMV - DLS - CDL Renewal	Data - Receipt Method Ready	Natalie Erb	11/30/16	12/01/16	10/13/16	
428	●	DMV - DLS - CDL Renewal	Data - Delivery Method Ready	Natalie Erb	11/30/16	12/01/16	10/13/16	

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429	DMV - DLS - CDL Renewal	Development Milestone #1		11/30/16	12/20/16	10/13/16	
430	DMV - DLS - CDL Renewal	Request for Dev/Test/Prod Database Setup to ETS (GRAILS only)	DEV	11/30/16	12/01/16	10/13/16	
431	DMV - DLS - CDL Renewal	Request for F5 Setup to ETS (GRAILS only)	DEV	11/30/16	12/01/16	10/13/16	
432	DMV - DLS - CDL Renewal	Request CDB Web Access Groups by Developer	DEV	11/30/16	12/01/16	10/13/16	
433	DMV - DLS - CDL Renewal	Google Analytics	DEV	11/30/16	11/30/16	10/12/16	
434	DMV - DLS - CDL Renewal	App Manager	DEV	11/30/16	12/01/16	10/13/16	
435	DMV - DLS - CDL Renewal	Global Messaging	DEV	12/01/16	12/01/16	10/13/16	
436	DMV - DLS - CDL Renewal	Development of COA User Side	DEV	11/30/16	12/20/16	10/13/16	
437	DMV - DLS - CDL Renewal	Development Milestone #2		12/20/16	01/12/17	10/14/16	
438	DMV - DLS - CDL Renewal	Development of CDL Admin	DEV	12/20/16	01/12/17	10/14/16	
439	DMV - DLS - CDL Renewal	Development Milestone #3		01/12/17	01/31/17	10/17/16	
440	DMV - DLS - CDL Renewal	Add Test Link to Wiki	DEV	01/12/17	01/12/17	10/14/16	
441	DMV - DLS - CDL Renewal	Development of CDL Admin After All Docs Processed, History, Canned Messages, Status Page	DEV	01/12/17	01/31/17	10/17/16	
442	DMV - DLS - CDL Renewal	Test Against Functional Spec	DEV	01/31/17	02/14/17	10/18/16	
443	DMV - DLS - CDL Renewal	Security Scan	DEV	02/14/17	02/16/17	10/20/16	
444	DMV - DLS - CDL Renewal	Development - Pass for QA	Natalie Erb	02/14/17	02/15/17	10/19/16	
445	DMV - DLS - CDL Renewal	Marketing Plan - Implement	Sara Larkins	02/15/17	03/02/17	11/02/16	
446	DMV - DLS - CDL Renewal	Review		02/15/17		12/27/16	
447	DMV - DLS - CDL Renewal	Scrum	Natalie Erb	02/15/17	05/03/17	10/20/16	
448	DMV - DLS - CDL Renewal	Scrum QA	Neil Sorensen	02/15/17	05/03/17	10/20/16	
449	DMV - DLS - CDL Renewal	QA Review		02/15/17	03/03/17	10/24/16	
450	DMV - DLS - CDL Renewal	Create QA Feedback Page in Confluence	Neil Sorensen	02/15/17	02/16/17	10/19/16	
451	DMV - DLS - CDL Renewal	QA Review/Feedback	Neil Sorensen	02/15/17	02/24/17	10/20/16	
452	DMV - DLS - CDL Renewal	Development for QA Feedback	DEV	02/27/17	03/01/17	10/21/16	
453	DMV - DLS - CDL Renewal	QA Approval of Dev Changes	Neil Sorensen	03/01/17	03/03/17	10/24/16	
454	DMV - DLS - CDL Renewal	Create Partner Test Plan	Neil Sorensen	03/03/17	03/03/17	10/24/16	
455	DMV - DLS - CDL Renewal	Partner Testing		03/03/17	04/18/17	12/12/16	
456	DMV - DLS - CDL Renewal	Partner Testing Meeting - Schedule	Natalie Erb	03/03/17	03/08/17	10/27/16	
457	DMV - DLS - CDL Renewal	Partner Testing Meeting	Natalie Erb	03/08/17	03/15/17	11/03/16	
458	DMV - DLS - CDL Renewal	Set up Test Users in CDB for Partner	Natalie Erb	03/15/17	03/15/17	11/03/16	
459	DMV - DLS - CDL Renewal	Partner Test Plan - Send to Partner	Natalie Erb	03/15/17	03/15/17	11/03/16	
460	DMV - DLS - CDL Renewal	Partner Testing Feedback - Received	DMV	03/15/17	03/29/17	11/18/16	
461	DMV - DLS - CDL Renewal	Partner Testing Feedback - Development	Dev	03/29/17	04/05/17	11/29/16	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
462	DMV - DLS - CDL Renewal	Partner Testing Feedback - QA Review	Neil Sorensen	04/05/17	04/10/17	12/02/16	
463	DMV - DLS - CDL Renewal	Partner Testing Feedback - QA Approval	Neil Sorensen	04/10/17	04/11/17	12/05/16	
464	DMV - DLS - CDL Renewal	Partner Test Plan - Signed Off Received from Partner	DMV	04/11/17	04/18/17	12/12/16	
465	DMV - DLS - CDL Renewal	Partner Training (TPE)		02/15/17	03/06/17	11/04/16	
466	DMV - DLS - CDL Renewal	Partner TPE Training - Schedule	Natalie Erb	02/15/17	02/21/17	10/24/16	
467	DMV - DLS - CDL Renewal	Partner TPE Training - Meeting	Natalie Erb	02/21/17	02/28/17	10/31/16	
468	DMV - DLS - CDL Renewal	Request for TPE New Users	Natalie Erb	02/28/17	03/01/17	11/01/16	
469	DMV - DLS - CDL Renewal	Set Up TPE Users	Freddy Pika	03/01/17	03/06/17	11/04/16	
470	DMV - DLS - CDL Renewal	Schedule Go Live	Natalie Erb	04/18/17	04/21/17	12/15/16	
471	DMV - DLS - CDL Renewal	Service Code Request - Enable	Bruce Rice	04/21/17	04/26/17	12/20/16	
472	DMV - DLS - CDL Renewal	Demo for Support	Natalie Erb	04/18/17	05/03/17	12/27/16	
473	DMV - SR22 - SR26	DMV - SR22 - SR26	Natalie Erb	07/12/16	11/07/17	11/07/17	
474	DMV - SR22 - SR26	Initial Project Tasks		07/12/16		08/24/16	
475	DMV - SR22 - SR26	Business Case Proposal		08/10/16	10/31/16	08/24/16	
476	DMV - SR22 - SR26	Business Case Proposal - Review & Approval by Mgmt	Carmen Easley	10/25/16	10/31/16	08/23/16	In Progress
477	DMV - SR22 - SR26	Proposal		10/26/16		01/10/17	
478	DMV - SR22 - SR26	Review NIC Services Database for Similar Projects and Reach out to Portal(s)	Natalie Erb	10/26/16	11/01/16	08/31/16	Done
479	DMV - SR22 - SR26	Process Flow Chart - Received from Partner	DMV	10/27/16	11/09/16	09/08/16	
480	DMV - SR22 - SR26	Schedule Proposal Meeting(s)	Natalie Erb	11/10/16	11/15/16	09/13/16	Done
481	DMV - SR22 - SR26	Proposal Meeting with Alex Hageli from PCI	Natalie Erb	11/16/16	11/16/16	09/14/16	Done
482	DMV - SR22 - SR26	Proposal Meetings	Natalie Erb	11/16/16	12/30/16	10/26/16	
483	DMV - SR22 - SR26	Proposal Meeting(s) (DOD)	Bruce Rice	11/16/16	12/30/16	10/26/16	
484	DMV - SR22 - SR26	Data - Determine Receipt and Delivery	Natalie Erb	11/16/16	12/30/16	10/26/16	
485	DMV - SR22 - SR26	Database Schema - Provided by Partner	DMV	11/16/16	12/30/16	10/26/16	
486	DMV - SR22 - SR26	Proposal Document		01/03/17	03/14/17	01/10/17	
487	DMV - SR22 - SR26	Create Proposal Document	Natalie Erb	01/03/17	01/11/17	11/04/16	
488	DMV - SR22 - SR26	Hours Estimate (Initial) - Provided by Developer	DEV	01/12/17	01/19/17	11/14/16	
489	DMV - SR22 - SR26	Proposal - Review & Approval by Mgmt	Carmen Easley	01/20/17	01/26/17	11/21/16	
490	DMV - SR22 - SR26	Schedule Proposal Review Meeting with Partner	Natalie Erb	01/27/17	01/31/17	11/28/16	
491	DMV - SR22 - SR26	Proposal Meeting with Partner	Natalie Erb	02/01/17	02/14/17	12/12/16	
492	DMV - SR22 - SR26	Include Management in Proposal Meeting with Partner	Carmen Easley	02/01/17	02/14/17	12/12/16	
493	DMV - SR22 - SR26	Proposal - Send to Partner	Natalie Erb	02/15/17	02/17/17	12/15/16	
494	DMV - SR22 - SR26	Proposal - Received from Partner	DMV	02/21/17	03/06/17	12/30/16	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
495	●	DMV - SR22 - SR26	Proposal - Signed by GM	Brent Hoffman	03/07/17	03/09/17	01/05/17	
496	●	DMV - SR22 - SR26	Proposal - Provide Original Signed Copy to Partner	Natalie Erb	03/10/17	03/14/17	01/10/17	
497	●	DMV - SR22 - SR26	Proposal - Upload to Confluence	Natalie Erb	03/10/17	03/14/17	01/10/17	
498	●	DMV - SR22 - SR26	Planning		01/03/17		11/07/17	
499	●	DMV - SR22 - SR26	Determine Project Developer	Rice, Bruce	01/03/17	01/24/17	11/17/16	
500	●	DMV - SR22 - SR26	Schedule Planning Meetings	Natalie Erb	01/03/17	01/05/17	01/05/17	
501	●	DMV - SR22 - SR26	Planning Meeting(s)	Natalie Erb	01/06/17	04/03/17	04/03/17	
502	●	DMV - SR22 - SR26	Planning Meeting(s) Developer	DEV	01/06/17	04/03/17	04/03/17	
503	●	DMV - SR22 - SR26	Prototype		04/04/17	05/31/17	05/31/17	
504	●	DMV - SR22 - SR26	Create Data Map	Natalie Erb	04/04/17	04/10/17	04/10/17	
505	●	DMV - SR22 - SR26	Schedule Prototype Internal Meeting	Natalie Erb	04/11/17	04/13/17	04/13/17	
506	●	DMV - SR22 - SR26	Prototype Internal Meeting	Natalie Erb	04/14/17	04/18/17	04/18/17	
507	●	DMV - SR22 - SR26	Prototype Internal Meeting - UI/UX	Wiedel, Caleb	04/14/17	04/18/17	04/18/17	
508	●	DMV - SR22 - SR26	Prototype Internal Meeting - QA	Neil Sorensen	04/14/17	04/18/17	04/18/17	
509	●	DMV - SR22 - SR26	Prototype Development and Testing	Wiedel, Caleb	04/19/17	04/25/17	04/25/17	
510	●	DMV - SR22 - SR26	Prototype - Review by QA	Neil Sorensen	04/26/17	05/01/17	05/01/17	
511	●	DMV - SR22 - SR26	Prototype - PM Approval	Natalie Erb	04/26/17	05/01/17	05/01/17	
512	●	DMV - SR22 - SR26	Schedule Prototype - Meeting with Partner	Natalie Erb	05/02/17	05/04/17	05/04/17	
513	●	DMV - SR22 - SR26	Prototype - Meeting with Partner	Natalie Erb	05/02/17	05/08/17	05/08/17	
514	●	DMV - SR22 - SR26	Prototype - Meeting with Partner - UI/UX	Wiedel, Caleb	05/02/17	05/08/17	05/08/17	
515	●	DMV - SR22 - SR26	Prototype - Meeting with Partner - QA	Neil Sorensen	05/02/17	05/08/17	05/08/17	
516	●	DMV - SR22 - SR26	Prototype - Send to Partner	Natalie Erb	05/09/17	05/09/17	05/09/17	
517	●	DMV - SR22 - SR26	Prototype - Feedback by Partner	DMV	05/09/17	05/23/17	05/23/17	
518	●	DMV - SR22 - SR26	Prototype - Changes from Partner Feedback - UI/UX	Wiedel, Caleb	05/23/17	05/25/17	05/25/17	
519	●	DMV - SR22 - SR26	Prototype - Approval by Partner	DMV	05/25/17	05/31/17	05/31/17	
520	●	DMV - SR22 - SR26	Functional Specifications		04/26/17	06/19/17	06/19/17	
521	●	DMV - SR22 - SR26	Create Functional Spec	Natalie Erb	04/26/17	05/17/17	05/17/17	
522	●	DMV - SR22 - SR26	Hours Estimate (Final) - Provided by Developer	DEV	05/18/17	05/24/17	05/24/17	
523	●	DMV - SR22 - SR26	Functional Spec - Approval from Developer	DEV	05/18/17	05/24/17	05/24/17	
524	●	DMV - SR22 - SR26	Prototype - Update	Wiedel, Caleb	05/25/17	05/30/17	05/30/17	
525	●	DMV - SR22 - SR26	Functional Spec - Review by QA	Neil Sorensen	05/25/17	06/01/17	06/01/17	
526	●	DMV - SR22 - SR26	Functional Spec - Send to Partner	Natalie Erb	05/25/17	06/08/17	06/08/17	
527	●	DMV - SR22 - SR26	Functional Spec - Received Partner Approval	DMV	06/09/17	06/09/17	06/09/17	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
528	DMV - SR22 - SR26	Functional Spec - Signed by GM	Brent Hoffman	06/09/17	06/14/17	06/14/17	
529	DMV - SR22 - SR26	Functional Spec - Provide Original Signed Copy to Partner	Natalie Erb	06/14/17	06/19/17	06/19/17	
530	DMV - SR22 - SR26	Functional Spec - Upload to Confluence	Natalie Erb	06/14/17	06/19/17	06/19/17	
531	DMV - SR22 - SR26	Schedule Resource	Natalie Erb	05/25/17	06/01/17	06/01/17	
532	DMV - SR22 - SR26	Timeline - Provide to Partner	Natalie Erb	05/25/17	06/01/17	06/01/17	
533	DMV - SR22 - SR26	Addendum		05/25/17	11/07/17	11/07/17	
534	DMV - SR22 - SR26	Addendum - Send to Partner	Natalie Erb	06/02/17	06/02/17	06/02/17	
535	DMV - SR22 - SR26	Addendum - Received from Partner	DMV	06/05/17	06/16/17	06/16/17	
536	DMV - SR22 - SR26	Addendum - Signed by GM	Brent Hoffman	06/19/17	06/21/17	06/21/17	
537	DMV - SR22 - SR26	Addendum - Sent to NSRB to Schedule for Board Meeting	Natalie Erb	06/22/17	06/26/17	06/26/17	
538	DMV - SR22 - SR26	Addendum - Received from NSRB, Signed by All Parties	Freddy Pika	06/27/17	11/02/17	11/02/17	
539	DMV - SR22 - SR26	Addendum - Upload to CDB/Contract Library	Freddy Pika	11/03/17	11/07/17	11/07/17	
540	DMV - SR22 - SR26	Addendum - Provide Signed Original Copy to Partner	Freddy Pika	11/03/17	11/07/17	11/07/17	
541	DMV - SR22 - SR26	Development		06/09/17		07/14/17	
542	DMV - SR22 - SR26	Payment Set Up		06/09/17	07/14/17	07/14/17	
543	DMV - SR22 - SR26	Send Addenda Setup Form to Partner	Natalie Erb	06/09/17	06/13/17	06/13/17	
544	DMV - SR22 - SR26	Received Addenda Setup Form from Partner	DMV	06/13/17	06/20/17	06/20/17	
545	DMV - SR22 - SR26	CDB/TPE Setup Form	Natalie Erb	06/20/17	06/22/17	06/22/17	
546	DMV - SR22 - SR26	CDB/TPE Setup (include signed addenda and addendum)	Anna Arushanova	06/22/17	06/27/17	06/27/17	
547	DMV - SR22 - SR26	TPE Service Code Setup by DOD (include CDB/TPE Setup Form)	Bruce Rice	06/27/17	06/30/17	06/30/17	
548	DMV - SR22 - SR26	ACH Set Up		06/09/17	06/23/17	06/23/17	
549	DMV - SR22 - SR26	Set up ACH Pay	Anna Arushanova	06/09/17	06/23/17	06/23/17	
550	DMV - SR22 - SR26	Credit Card Set UP		06/09/17	06/26/17	06/26/17	
551	DMV - SR22 - SR26	Processor Boarding Form (CC)	Anna Arushanova	06/09/17	06/14/17	06/14/17	
552	DMV - SR22 - SR26	Receive Tear Sheet from Elavon	Anna Arushanova	06/14/17	06/21/17	06/21/17	
553	DMV - SR22 - SR26	Provide Monetra Info to NIC Finance	Bruce Rice	06/21/17	06/26/17	06/26/17	
554	DMV - SR22 - SR26	Set up TPE Processor	NIC Finance	06/26/17	06/29/17	06/29/17	
555	DMV - SR22 - SR26	Service Code Request - Enable for Penny Test	Bruce Rice	06/29/17	07/03/17	07/03/17	
556	DMV - SR22 - SR26	Penny Test - Run	Bruce Rice	07/03/17	07/05/17	07/05/17	
557	DMV - SR22 - SR26	Penny Test Confirmation - Send to STO	Natalie Erb	07/05/17	07/07/17	07/07/17	
558	DMV - SR22 - SR26	Received Penny Test Confirmation from STO	STO	07/07/17	07/14/17	07/14/17	
559	DMV - SR22 - SR26	Schedule Marketing Plan Meeting	Natalie Erb	06/09/17	06/14/17	06/14/17	
560	DMV - SR22 - SR26	Create Marketing Plan	Sara Larkins	06/14/17	06/21/17	06/21/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
561		DMV - SR22 - SR26	Data - Request Test Cases from Partner	Natalie Erb	06/09/17	06/14/17	06/14/17	
562		DMV - SR22 - SR26	Data - Received Test Cases from Partner	DMV	06/14/17	06/28/17	06/28/17	
563		DMV - SR22 - SR26	Development		06/09/17	06/14/17	06/14/17	
564		DMV - SR22 - SR26	Scrum	Natalie Erb	06/09/17	06/12/17	06/12/17	
565		DMV - SR22 - SR26	Scrum Developer	DEV	06/09/17	06/12/17	06/12/17	
566		DMV - SR22 - SR26	Data - Receipt Method Ready	Natalie Erb	06/09/17	06/12/17	06/12/17	
567		DMV - SR22 - SR26	Data - Delivery Method Ready	Natalie Erb	06/09/17	06/12/17	06/12/17	
568		DMV - SR22 - SR26	Development Milestone #1		06/09/17	06/12/17	06/12/17	
569		DMV - SR22 - SR26	Request for Dev/Test/Prod Database Setup to ETS (GRAILS only)	DEV	06/09/17	06/12/17	06/12/17	
570		DMV - SR22 - SR26	Request for F5 Setup to ETS (GRAILS only)	DEV	06/09/17	06/12/17	06/12/17	
571		DMV - SR22 - SR26	Request CDB Web Access Groups by Developer	DEV	06/09/17	06/12/17	06/12/17	
572		DMV - SR22 - SR26	Google Analytics	DEV	06/09/17	06/09/17	06/09/17	
573		DMV - SR22 - SR26	App Manager	DEV	06/09/17	06/12/17	06/12/17	
574		DMV - SR22 - SR26	Global Messaging	DEV	06/12/17	06/12/17	06/12/17	
575		DMV - SR22 - SR26	Development of []	DEV	06/09/17	06/12/17	06/12/17	
576		DMV - SR22 - SR26	Development Milestone #2		06/12/17	06/13/17	06/13/17	
577		DMV - SR22 - SR26	Development of []	DEV	06/12/17	06/13/17	06/13/17	
578		DMV - SR22 - SR26	Development Milestone #3		06/13/17	06/14/17	06/14/17	
579		DMV - SR22 - SR26	Add Test Link to Wiki	DEV	06/13/17	06/13/17	06/13/17	
580		DMV - SR22 - SR26	Development of []	DEV	06/13/17	06/14/17	06/14/17	
581		DMV - SR22 - SR26	Test Against Functional Spec	DEV	06/14/17	06/15/17	06/15/17	
582		DMV - SR22 - SR26	Security Scan	DEV	06/15/17	06/19/17	06/19/17	
583		DMV - SR22 - SR26	Development - Pass for QA	Natalie Erb	06/15/17	06/16/17	06/16/17	
584		DMV - SR22 - SR26	Marketing Plan - Implement	Sara Larkins	06/16/17	06/30/17	06/30/17	
585		DMV - SR22 - SR26	Review		06/16/17		08/21/17	
586		DMV - SR22 - SR26	Scrum	Natalie Erb	06/16/17	06/19/17	06/19/17	
587		DMV - SR22 - SR26	Scrum QA	Neil Sorensen	06/16/17	06/19/17	06/19/17	
588		DMV - SR22 - SR26	QA Review		06/16/17	06/21/17	06/21/17	
589		DMV - SR22 - SR26	Create QA Feedback Page in Confluence	Neil Sorensen	06/16/17	06/16/17	06/16/17	
590		DMV - SR22 - SR26	QA Review/Feedback	Neil Sorensen	06/16/17	06/19/17	06/19/17	
591		DMV - SR22 - SR26	Development for QA Feedback	DEV	06/19/17	06/20/17	06/20/17	
592		DMV - SR22 - SR26	QA Approval of Dev Changes	Neil Sorensen	06/20/17	06/21/17	06/21/17	
593		DMV - SR22 - SR26	Create Partner Test Plan	Neil Sorensen	06/21/17	06/21/17	06/21/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
594	●	DMV - SR22 - SR26	Partner Testing		06/21/17	08/07/17	08/07/17	
595	●	DMV - SR22 - SR26	Partner Testing Meeting - Schedule	Natalie Erb	06/21/17	06/26/17	06/26/17	
596	●	DMV - SR22 - SR26	Partner Testing Meeting	Natalie Erb	06/26/17	07/03/17	07/03/17	
597	●	DMV - SR22 - SR26	Set up Test Users in CDB for Partner	Natalie Erb	07/03/17	07/03/17	07/03/17	
598	●	DMV - SR22 - SR26	Partner Test Plan - Send to Partner	Natalie Erb	07/03/17	07/03/17	07/03/17	
599	●	DMV - SR22 - SR26	Partner Testing Feedback - Received	DMV	07/05/17	07/18/17	07/18/17	
600	●	DMV - SR22 - SR26	Partner Testing Feedback - Development	Dev	07/19/17	07/25/17	07/25/17	
601	●	DMV - SR22 - SR26	Partner Testing Feedback - QA Review	Neil Sorensen	07/26/17	07/28/17	07/28/17	
602	●	DMV - SR22 - SR26	Partner Testing Feedback - QA Approval	Neil Sorensen	07/31/17	07/31/17	07/31/17	
603	●	DMV - SR22 - SR26	Partner Test Plan - Signed Off Received from Partner	DMV	07/31/17	08/07/17	08/07/17	
604	●	DMV - SR22 - SR26	Partner Training (TPE)		06/16/17	07/05/17	07/05/17	
605	●	DMV - SR22 - SR26	Partner TPE Training - Schedule	Natalie Erb	06/16/17	06/21/17	06/21/17	
606	●	DMV - SR22 - SR26	Partner TPE Training - Meeting	Natalie Erb	06/21/17	06/28/17	06/28/17	
607	●	DMV - SR22 - SR26	Request for TPE New Users	Natalie Erb	06/28/17	06/29/17	06/29/17	
608	●	DMV - SR22 - SR26	Set Up TPE Users	Freddy Pika	06/29/17	07/05/17	07/05/17	
609	●	DMV - SR22 - SR26	Schedule Go Live	Natalie Erb	08/07/17	08/10/17	08/10/17	
610	●	DMV - SR22 - SR26	Service Code Request - Enable	Bruce Rice	08/10/17	08/15/17	08/15/17	
611	●	DMV - SR22 - SR26	Demo for Support	Natalie Erb	08/07/17	08/21/17	08/21/17	
612	●	DMV - DLS - DLS Retemplate	DMV - DLS - DLS Retemplate	Natalie Erb	10/12/16	01/27/17	01/27/17	
613	●	DMV - DLS - DLS Retemplate	Planning		10/12/16		11/22/16	
614	●	DMV - DLS - DLS Retemplate	Change Request		10/12/16	11/04/16	11/21/16	In Progress
615	●	DMV - DLS - DLS Retemplate	Change Request - Signed by GM	Brent Hoffman	10/27/16	11/01/16	11/16/16	Done
616	●	DMV - DLS - DLS Retemplate	Change Request - Provide Original Signed Copy to Partner	Natalie Erb	11/02/16	11/04/16	11/21/16	Done
617	●	DMV - DLS - DLS Retemplate	Change Request - Upload to Confluence	Natalie Erb	11/02/16	11/04/16	11/21/16	Done
618	●	DMV - DLS - DLS Retemplate	Schedule Resource	Natalie Erb	10/27/16	11/02/16	11/22/16	
619	●	DMV - DLS - DLS Retemplate	Timeline - Provide to Partner	Natalie Erb	10/27/16	11/02/16	11/22/16	
620	●	DMV - DLS - DLS Retemplate	Development		11/03/16		12/13/16	
621	●	DMV - DLS - DLS Retemplate	Data - Request Test Cases from Partner	Natalie Erb	11/03/16	11/07/16	11/29/16	
622	●	DMV - DLS - DLS Retemplate	Data - Received Test Cases from Partner	DMV	11/08/16	11/22/16	12/13/16	
623	●	DMV - DLS - DLS Retemplate	Development		11/14/16	11/22/16	11/23/16	
624	●	DMV - DLS - DLS Retemplate	Re-template	Caleb Wiedel	11/14/16	11/22/16	11/23/16	
625	●	DMV - DLS - DLS Retemplate	Test Against Functional Spec	Caleb Wiedel	11/23/16	11/29/16	11/28/16	
626	●	DMV - DLS - DLS Retemplate	Security Scan	DEV	11/29/16	12/01/16	11/30/16	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
627	●	DMV - DLS - DLS Retemplate	Development - Pass for QA	Natalie Erb	11/29/16	11/30/16	11/29/16	
628	●	DMV - DLS - DLS Retemplate	Review		11/30/16		01/12/17	
629	●	DMV - DLS - DLS Retemplate	QA Review		11/30/16	12/02/16	12/02/16	
630	●	DMV - DLS - DLS Retemplate	Create QA Feedback Page in Confluence	Neil Sorensen	11/30/16	11/30/16	11/30/16	
631	●	DMV - DLS - DLS Retemplate	QA Review/Feedback	Neil Sorensen	11/30/16	12/01/16	11/30/16	
632	●	DMV - DLS - DLS Retemplate	Development for QA Feedback	Caleb Wiedel	12/02/16	12/02/16	12/01/16	
633	●	DMV - DLS - DLS Retemplate	QA Approval of Dev Changes	Neil Sorensen	12/02/16	12/02/16	12/02/16	
634	●	DMV - DLS - DLS Retemplate	Partner Testing		12/05/16	01/09/17	01/09/17	
635	●	DMV - DLS - DLS Retemplate	Partner Test - Send to Partner	Natalie Erb	12/05/16	12/05/16	12/05/16	
636	●	DMV - DLS - DLS Retemplate	Partner Testing Feedback - Received	DMV	12/05/16	12/19/16	12/19/16	
637	●	DMV - DLS - DLS Retemplate	Partner Testing Feedback - Development	Caleb Wiedel	12/19/16	12/27/16	12/27/16	
638	●	DMV - DLS - DLS Retemplate	Partner Testing Feedback - QA Review	Neil Sorensen	12/27/16	12/30/16	12/30/16	
639	●	DMV - DLS - DLS Retemplate	Partner Testing Feedback - QA Approval	Neil Sorensen	12/30/16	12/30/16	12/30/16	
640	●	DMV - DLS - DLS Retemplate	Partner Test Plan - Signed Off Received from Partner	DMV	01/03/17	01/09/17	01/09/17	
641	●	DMV - DLS - DLS Retemplate	Schedule Go Live	Natalie Erb	01/10/17	01/12/17	01/12/17	
642	●	DMV - Splate - TPE Order Attributes	DMV - Splate - TPE Order Attributes	Natalie Erb	09/30/16	01/19/17	01/25/17	
643	●	DMV - Splate - TPE Order Attributes	Planning		10/12/16		11/18/16	
644	●	DMV - Splate - TPE Order Attributes	Change Request		10/12/16	11/09/16	11/17/16	
645	●	DMV - Splate - TPE Order Attributes	Change Request - Received from Partner	DMV	10/31/16	11/09/16	11/10/16	Done
646	●	DMV - Splate - TPE Order Attributes	Change Request - Signed by GM	Brent Hoffman	11/09/16	11/09/16	11/14/16	Done
647	●	DMV - Splate - TPE Order Attributes	Change Request - Provide Original Signed Copy to Partner	Natalie Erb	11/09/16	11/09/16	11/17/16	Done
648	●	DMV - Splate - TPE Order Attributes	Change Request - Upload to Confluence	Natalie Erb	11/09/16	11/09/16	11/17/16	Done
649	●	DMV - Splate - TPE Order Attributes	Schedule Resource	Natalie Erb	11/10/16	11/17/16	11/18/16	
650	●	DMV - Splate - TPE Order Attributes	Timeline - Provide to Partner	Natalie Erb	11/10/16	11/17/16	11/18/16	
651	●	DMV - Splate - TPE Order Attributes	Development		11/18/16		12/09/16	
652	●	DMV - Splate - TPE Order Attributes	Data - Request Test Cases from Partner	Natalie Erb	11/18/16	11/22/16	11/23/16	
653	●	DMV - Splate - TPE Order Attributes	Data - Received Test Cases from Partner	DMV	11/23/16	12/08/16	12/09/16	
654	●	DMV - Splate - TPE Order Attributes	Development		11/18/16	11/18/16	11/21/16	
655	●	DMV - Splate - TPE Order Attributes	Development of Splate TPE Order Attributes	Curtis Mackie	11/18/16	11/18/16	11/16/16	
656	●	DMV - Splate - TPE Order Attributes	Test Against Functional Spec	Curtis Mackie	11/21/16	11/21/16	11/17/16	
657	●	DMV - Splate - TPE Order Attributes	Security Scan	Curtis Mackie	11/21/16	11/23/16	11/21/16	
658	●	DMV - Splate - TPE Order Attributes	Development - Pass for QA	Natalie Erb	11/21/16	11/22/16	11/18/16	
659	●	DMV - Splate - TPE Order Attributes	Review		11/22/16		12/30/16	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
660	DMV - Splate - TPE Order Attributes	QA Review		11/22/16	11/22/16	11/18/16	
661	DMV - Splate - TPE Order Attributes	Create QA Feedback Page in Confluence	Neil Sorensen	11/22/16	11/22/16	11/18/16	
662	DMV - Splate - TPE Order Attributes	QA Review/Feedback	Neil Sorensen	11/22/16	11/22/16	11/18/16	
663	DMV - Splate - TPE Order Attributes	Development for QA Feedback	Curtis Mackie	11/22/16	11/22/16	11/18/16	
664	DMV - Splate - TPE Order Attributes	QA Approval of Dev Changes	Neil Sorensen	11/22/16	11/22/16	11/18/16	
665	DMV - Splate - TPE Order Attributes	Partner Testing		11/22/16	12/29/16	12/27/16	
666	DMV - Splate - TPE Order Attributes	Partner Test - Send to Partner	Natalie Erb	11/22/16	11/23/16	11/21/16	
667	DMV - Splate - TPE Order Attributes	Partner Testing Feedback - Received	DMV	11/23/16	12/09/16	12/07/16	
668	DMV - Splate - TPE Order Attributes	Partner Testing Feedback - Development	Curtis Mackie	12/09/16	12/16/16	12/14/16	
669	DMV - Splate - TPE Order Attributes	Partner Testing Feedback - QA Review	Neil Sorensen	12/16/16	12/21/16	12/19/16	
670	DMV - Splate - TPE Order Attributes	Partner Testing Feedback - QA Approval	Neil Sorensen	12/21/16	12/21/16	12/19/16	
671	DMV - Splate - TPE Order Attributes	Partner Test Plan - Signed Off Received from Partner	DMV	12/21/16	12/29/16	12/27/16	
672	DMV - Splate - TPE Order Attributes	Schedule Go Live	Natalie Erb	12/29/16	01/04/17	12/30/16	
673	DMV Change of Address Add Email Address	DMV Change of Address Add Email Address CR	Evan Wooten	10/12/16	02/07/17	02/21/17	
674	DMV Change of Address Add Email Address	Initial Project Tasks		10/12/16		11/14/16	
675	DMV Change of Address Add Email Address	Project Prioritization	Evan Wooten	11/03/16	11/07/16	11/07/16	Done
676	DMV Change of Address Add Email Address	Project Priority Review	Jess Evers	11/08/16	11/09/16	11/10/16	Done
677	DMV Change of Address Add Email Address	Project Priority - Communicated to Partner	Evan Wooten	11/10/16	11/10/16	11/14/16	
678	DMV Change of Address Add Email Address	Planning		11/03/16		12/16/16	
679	DMV Change of Address Add Email Address	Change Request		11/03/16	12/02/16	12/15/16	
680	DMV Change of Address Add Email Address	Create Change Request	Evan Wooten	11/03/16	11/04/16	11/04/16	Done
681	DMV Change of Address Add Email Address	Determine Project Developer	Bruce Rice	11/10/16	11/17/16	11/18/16	
682	DMV Change of Address Add Email Address	Functional Specs - Update	Evan Wooten	11/07/16	11/09/16	11/23/16	Done
683	DMV Change of Address Add Email Address	Functional Spec Review & Hours Est by Developer	Aaron Steager	11/10/16	11/15/16	11/30/16	
684	DMV Change of Address Add Email Address	Hours Estimate (Initial) - Approved by DOD	Bruce Rice	11/16/16	11/16/16	12/01/16	
685	DMV Change of Address Add Email Address	Change Request & Functional Spec - Send to Partner	Evan Wooten	11/17/16	11/17/16	12/02/16	
686	DMV Change of Address Add Email Address	Change Request - Received from Partner	Partner	11/18/16	11/28/16	12/09/16	
687	DMV Change of Address Add Email Address	Change Request - Signed by GM	Brent Hoffman	11/29/16	11/29/16	12/12/16	
688	DMV Change of Address Add Email Address	Change Request - Provide Original Signed Copy to Partner	Evan Wooten	11/30/16	12/02/16	12/15/16	
689	DMV Change of Address Add Email Address	Change Request - Upload to Confluence	Evan Wooten	11/30/16	12/02/16	12/15/16	
690	DMV Change of Address Add Email Address	Schedule Resource	Evan Wooten	11/29/16	12/05/16	12/16/16	
691	DMV Change of Address Add Email Address	Timeline - Provide to Partner	Evan Wooten	11/29/16	12/05/16	12/16/16	
692	DMV Change of Address Add Email Address	Development		12/06/16		01/06/17	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
693	DMV Change of Address Add Email Address	Data - Request Test Cases from Partner	Evan Wooten	12/06/16	12/08/16	12/21/16	
694	DMV Change of Address Add Email Address	Data - Received Test Cases from Partner	Partner	12/09/16	12/22/16	01/06/17	
695	DMV Change of Address Add Email Address	Development		12/06/16	12/06/16	12/19/16	
696	DMV Change of Address Add Email Address	Development of []	Aaron Steager	12/06/16	12/06/16	12/19/16	
697	DMV Change of Address Add Email Address	Test Against Functional Spec	Aaron Steager	12/07/16	12/07/16	12/20/16	
698	DMV Change of Address Add Email Address	Security Scan	Aaron Steager	12/08/16	12/09/16	12/22/16	
699	DMV Change of Address Add Email Address	Development - Pass for QA	Evan Wooten	12/08/16	12/08/16	12/21/16	
700	DMV Change of Address Add Email Address	Review		12/09/16		02/06/17	
701	DMV Change of Address Add Email Address	QA Review		12/09/16	12/13/16	12/27/16	
702	DMV Change of Address Add Email Address	Create QA Feedback Page in Confluence	Neil Sorensen	12/09/16	12/09/16	12/22/16	
703	DMV Change of Address Add Email Address	QA Review/Feedback	Neil Sorensen	12/09/16	12/09/16	12/22/16	
704	DMV Change of Address Add Email Address	Development for QA Feedback	Aaron Steager	12/12/16	12/12/16	12/23/16	
705	DMV Change of Address Add Email Address	QA Approval of Dev Changes	Neil Sorensen	12/13/16	12/13/16	12/27/16	
706	DMV Change of Address Add Email Address	Partner Testing		12/14/16	01/19/17	02/01/17	
707	DMV Change of Address Add Email Address	Partner Test - Send to Partner	Evan Wooten	12/14/16	12/14/16	12/28/16	
708	DMV Change of Address Add Email Address	Partner Testing Feedback - Received	Partner	12/14/16	12/29/16	01/12/17	
709	DMV Change of Address Add Email Address	Partner Testing Feedback - Development	Aaron Steager	12/29/16	01/06/17	01/20/17	
710	DMV Change of Address Add Email Address	Partner Testing Feedback - QA Review	Neil Sorensen	01/06/17	01/11/17	01/25/17	
711	DMV Change of Address Add Email Address	Partner Testing Feedback - QA Approval	Neil Sorensen	01/11/17	01/11/17	01/25/17	
712	DMV Change of Address Add Email Address	Partner Test Plan - Signed Off Received from Partner	Partner	01/12/17	01/19/17	02/01/17	
713	DMV Change of Address Add Email Address	Schedule Go Live	Evan Wooten	01/20/17	01/24/17	02/06/17	

# DNR Website



Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
1	DNR Website	04/20/16	01/23/17	01/23/17		191.7d		Ashly Eickmeier	78	22%	347		02/15/17
2	Initial Project Tasks	04/20/16	05/10/16	05/10/16	Done	15d							
12	Concept	05/09/16	07/19/16	07/19/16	Done	51.65d							
27	Planning	05/13/16	05/16/16	05/16/16	Done	1.95d							
29	Design Phase	05/17/16	07/05/16	07/05/16	Done	35.5d							
66	Content Phase	05/27/16	05/30/16			1.25d							
67	Propose Reorganization to DNR	05/27/16	05/27/16	05/27/16	Done	0.25d	32	Levi Campbell					
68	Accept/Decline Reorganization	05/27/16	05/30/16	05/30/16	Done	1d	67	DNR					
69	DNR Revamp Content	05/27/16	05/27/16	05/27/16	In Progress	1d	32	DNR					
70	DNR Provide New or Modified Content	05/27/16	05/27/16	05/27/16	In Progress	1d	32	DNR					
71	Development Phase	07/04/16	12/08/16			108.7d							
72	Build Home Page	07/04/16	09/01/16	09/01/16	Done	43.5d	65	Levi Campbell	20			<a href="http://ne-test-site13.cdc.nicusa.com/">http://ne-test-site13.cdc.nicusa.com/</a>	
73	Style Mobile View	09/02/16	09/05/16	09/05/16	Done	2d	72	Levi Campbell	10				
74	Test home page and mobile on multiple browsers	09/06/16	09/06/16	09/06/16	Done	0.5d	73	Levi Campbell	3				
75	Fix any issues if found	09/06/16	09/06/16	09/06/16	Done	0.5d	74	Levi Campbell	1				
76	Home Page - Send to DNR	09/01/16	09/01/16	09/01/16	Done	0.05d		Levi Campbell					
77	Home Page - Receive DNR Feedback	09/01/16	09/06/16	09/06/16	Done	3d	76	DNR					
78	Home Page - Revisions from DNR Feedback	09/06/16	09/07/16	09/07/16	Done	1d	77	Levi Campbell					
79	Home Page - Send to DNR for Approval	09/07/16	09/07/16	09/07/16	Done	0.05d	78	Levi Campbell					
80	Home Page - Receive DNR Approval	09/07/16	09/08/16	09/08/16	Done	1d	79	DNR					
81	Schedule Meeting with DNR (Optional)	09/08/16	09/09/16	09/09/16	Done	1d	80	Levi Campbell					
82	Request Permission Roles	09/09/16	09/09/16	09/09/16	Done	0.5d	81	Levi Campbell					
83	Define Permission Roles	09/09/16	09/16/16	09/16/16	In Progress	5d	82	DNR					
84	Configure Permission Roles	09/16/16	09/21/16	09/21/16		3d	83	Levi Campbell					
85	Website Content	09/21/16	12/08/16	12/08/16		51.6d							
86	Milestone #1 [Divisions]	09/21/16	11/16/16	11/16/16		38.3d	84						
87	Add Website Content	09/21/16	11/03/16	11/03/16		30d	84	Levi Campbell	4				
88	SEO Optimization	11/03/16	11/04/16	11/04/16		1d	87	Levi Campbell					
89	Send link(s) to DNR to review	11/04/16	11/04/16	11/04/16		0.05d	88	Levi Campbell					
90	Receive Feedback from DNR	11/04/16	11/09/16	11/09/16		3d	89	DNR					
91	Make revisions if needed	11/09/16	11/10/16	11/10/16		1d	90	Levi Campbell					
92	Send updated link(s) to DNR to review	11/10/16	11/10/16	11/10/16		0.25d	91	Levi Campbell					
93	Receive DNR approval	11/10/16	11/16/16	11/16/16		3d	92	DNR					
94	Milestone #2 [Remaining pages]	11/16/16	12/08/16	12/08/16		13.3d	86						
95	Add Website Content	11/16/16	11/23/16	11/23/16		5d	84	Levi Campbell					
96	SEO Optimization	11/23/16	11/28/16	11/28/16		1d	95	Levi Campbell					
97	Send link(s) to DNR to review	11/28/16	11/28/16	11/28/16		0.05d	96	Levi Campbell					
98	Receive Feedback from DNR	11/28/16	12/01/16	12/01/16		3d	97	DNR					
99	Make revisions if needed	12/01/16	12/02/16	12/02/16		1d	98	Levi Campbell					
100	Send updated link(s) to DNR to review	12/02/16	12/05/16	12/05/16		0.25d	99	Levi Campbell					
101	Receive DNR approval	12/05/16	12/08/16	12/08/16		3d	100	DNR					
102	Testing & Review	12/08/16	12/28/16			13.25d							
103	Test & Review Website	12/08/16	12/09/16	12/09/16		1d	101	Levi Campbell					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
104	Testing & Review - QA	12/09/16	12/12/16	12/12/16		1d	103	Neil Sorensen					
105	Testing & Review - Send to DNR	12/12/16	12/12/16	12/12/16		0.25d	104	Levi Campbell					
106	Testing & Review - Feedback Received by DNR	12/12/16	12/19/16	12/19/16		5d	105	DNR					
107	Testing & Review - Revisions from DNR Feedback	12/19/16	12/22/16	12/22/16		3d	106	Levi Campbell					
108	Testing & Review - DNR Approval	12/22/16	12/28/16	12/28/16		3d	107	DNR					
109	<input type="checkbox"/> Training	12/28/16	01/10/17			8.25d							
110	Schedule Training	12/28/16	01/03/17	01/03/17		3d	108	Levi Campbell					
111	Create username and passwords	12/28/16	12/28/16	12/28/16		0.5d	108	Levi Campbell					
112	Test all Permissions Before Training	01/03/17	01/04/17	01/04/17		1d	110	Levi Campbell					
113	Print copies of Step-by-Step guide for those attending training	01/03/17	01/03/17	01/03/17		0.25d	110	Levi Campbell				<a href="http://www.nebraska.gov/drupal/drupal-user-guide.pdf">http://www.nebraska.gov/drupal/drupal-user-guide.pdf</a>	
114	Website Training	01/03/17	01/10/17	01/10/17		5d	113	Levi Campbell					
115	<input type="checkbox"/> Launch	01/10/17	01/23/17			8d							
116	<input type="checkbox"/> Marketing	01/10/17	01/23/17	01/23/17		8d	109						
117	<input type="checkbox"/> Press Release (Optional)	01/10/17	01/23/17	01/23/17		8d	109						
118	Management decision if press release should be written	01/10/17	01/12/17	01/12/17		2d	109	Carmen Easley					
119	Create Press Release	01/12/17	01/17/17	01/17/17		2d	118	Sara Larkins					
120	Send to DNR for Review	01/17/17	01/18/17	01/18/17		0.5d	119	Levi Campbell					
121	DNR Approval	01/18/17	01/23/17	01/23/17		3d	120	DNR					
122	Send Press Release for NIC Review	01/23/17	01/23/17	01/23/17		0.5d	121	Sara Larkins					
123	<input type="checkbox"/> Social Media	01/10/17	01/10/17	01/10/17		0.25d							
124	Schedule Posts	01/10/17	01/10/17	01/10/17		0.25d	145	Sara Larkins					
125	Other Marketing Efforts (Optional)	01/10/17	01/11/17	01/11/17		1d	114	Levi Campbell					
126	Other Marketing Efforts (Optional)	01/10/17	01/11/17	01/11/17		1d	114	Sara Larkins					
127	<input type="checkbox"/> Launch Checklist	01/10/17	01/18/17	01/18/17		5.025d							
128	Update the Favicon from blue drupal drop to NE.gov square or agency logo (if requested)	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
129	Update the "ENTER EMAIL ADDRESS HERE" link on the 404 error page	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
130	<input type="checkbox"/> Configure Google Analytics	01/10/17	01/10/17	01/10/17		0.025d	114						
131	Schedule Monthly Report with Demographics Turned On	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell				Use this dashboard - <a href="https://www.google.com/analytics/web/template?uid=9Ygo4eIDSoGVZqHfgai0Dw">https://www.google.com/analytics/web/template?uid=9Ygo4eIDSoGVZqHfgai0Dw</a>	
132	Contact Form? If so, set up in Advanced Mail, including email addresses	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
133	<input type="checkbox"/> Set up the broken link report (Link Checker module)	01/10/17	01/10/17	01/10/17		0.025d	114					exclude the following types: 301, 303, and 503	
134	Add Broken Link Report Link on User Page (for site admins or people that have access to edit all content types only)	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
135	Copy theme and any new modules into production (if moving site from test server to production server)	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
136	Remove test events or example content (AKA, clean up the site before launching)	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
137	Turn developer mode and watch mode off (if using LESS)	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
138	Build a sitemap with the XML sitemap module	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell				(you can also add this to google webmaster tools)	
139	Verify search box searches the correct website	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell				(not using some old Google CSE code from another site)	
140	Google Webmaster tools - Crawl the site a day before launching	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell				If you can't Webmaster tools to verify site, enable the Site Verification module and use the HTML tag method in Webmaster tools	
141	Use Redirect module to set up any redirects from old pages to new Drupal pages.	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
142	Add site admins or important users to the NE-Drupal distribution list	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					
143	Schedule Launch	01/10/17	01/10/17	01/10/17		0.025d	114	Levi Campbell					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
144	● Set up new Drupal site	01/10/17	01/18/17	01/18/17		5d	143	Bruce Rice				work with DNR and CIO to set up <a href="https://dnr.nebraska.gov">https://dnr.nebraska.gov</a>	
145	● Go Live	01/10/17	01/10/17	01/10/17		0.025d	114	Bruce Rice					
146	● <input type="checkbox"/> Post Launch	01/10/17	01/11/17	01/18/17		5d							
147	● Add the DNR/County to the CMC time tool	01/10/17	01/11/17	01/11/17		1d	145	Bruce Rice					
148	● Charge DNR: Set Up Costs & Annual Maintenance Fee	01/10/17	01/11/17	01/11/17		1d	145	Anna Arushanova					
149	● Remove scheduled SmartSheets PSR emails	01/10/17	01/18/17	01/18/17		5d	145	Ashly Eickmeier					

# E&A PSR



Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
1	● E&A - License Search Changes	E&A - License Search Changes	Jane Rihaneck	08/23/16	12/14/16	12/07/16	77.5d			11
2	● E&A - License Search Changes	Planning		09/12/16	10/31/16	10/06/16	35d	Done		
3	● E&A - License Search Changes	Change Request		09/12/16	10/31/16	10/06/16	35d	Done		
4	● E&A - License Search Changes	Functional Spec - Update	Jane Rihaneck	09/14/16	10/31/16	09/16/16	33d	Done		
5	● E&A - License Search Changes	Review		10/20/16		11/21/16	26.5d			
6	● E&A - License Search Changes	QA Review		10/20/16	11/02/16	10/12/16	10d	Done		
7	● E&A - License Search Changes	Development for QA Feedback	Aaron Steager	10/26/16	11/02/16	10/12/16	6d	Done	0.85	
8	● E&A - License Search Changes	Partner Testing		10/28/16	11/23/16	11/16/16	17.5d			
9	● E&A - License Search Changes	Partner Test - Send to Partner	Jane Rihaneck	10/28/16	11/02/16	10/12/16	4d	Done		
10	● E&A - License Search Changes	Partner Testing Feedback - Received	E&A	11/02/16	11/02/16	10/26/16	0	Done		
11	● E&A - License Search Changes	Partner Testing Feedback - PM	Jane Rihaneck	11/03/16	11/09/16	11/04/16	5d	In Progress		
12	● E&A - License Search Changes	Partner Testing Feedback - Dev	Aaron Steager	11/03/16	11/09/16	11/02/16	5d	In Progress		
13	● E&A - License Search Changes	Partner Testing Feedback - QA Review	Neil Sorensen	11/10/16	11/15/16	11/07/16	3d	In Progress		
14	● E&A - License Search Changes	Partner Testing Feedback - QA Approval	Neil Sorensen	11/16/16	11/16/16	11/08/16	0.5d			
15	● E&A - License Search Changes	Partner - Sign-off Received	E&A	11/16/16	11/23/16	11/16/16	5d			
16	● E&A - License Search Changes	Schedule Go-Live	Jane Rihaneck	11/23/16	11/30/16	11/21/16	3d			
17	● E&A - License Search - Re-template	E&A - License Search - Re-template	Jane Rihaneck	10/17/16	12/29/16	12/06/16	49.5d			9
18	● E&A - License Search - Re-template	Development		10/20/16		10/25/16	20d			
19	● E&A - License Search - Re-template	Security Scan	Aaron Steager	11/16/16	11/17/16	10/25/16	2d			
20	● E&A - License Search - Re-template	Review		10/26/16		11/18/16	32.5d			
21	● E&A - License Search - Re-template	QA Review		10/26/16	11/01/16	10/24/16	5d	Done		
22	● E&A - License Search - Re-template	QA Approval of Dev Changes	Neil Sorensen	10/28/16	11/01/16	10/24/16	3d	Done	0.5	
23	● E&A - License Search - Re-template	Partner Testing		10/29/16	12/09/16	11/15/16	27.5d			
24	● E&A - License Search - Re-template	Partner Testing - Send to Partner	Jane Rihaneck	10/29/16	11/02/16	10/25/16	4d	Done		
25	● E&A - License Search - Re-template	Partner Testing Feedback - Received	E&A	11/02/16	11/02/16	11/01/16	0	Done		
26	● E&A - License Search - Re-template	Partner Testing Feedback - PM	Jane Rihaneck	11/03/16	11/03/16	11/03/16	1d	Done		
27	● E&A - License Search - Re-template	Partner Testing Feedback - Re-template	Caleb Wiedel	11/28/16	11/30/16	11/08/16	3d			
28	● E&A - License Search - Re-template	Partner Testing Feedback - QA Review	Neil Sorensen	12/01/16	12/05/16	11/14/16	3d			
29	● E&A - License Search - Re-template	Partner Testing Feedback - QA Approval	Neil Sorensen	12/06/16	12/06/16	11/15/16	0.5d			
30	● E&A - License Search - Re-template	Partner Test Plan - Sign-off Received from Partner	E&A	12/06/16	12/09/16	11/18/16	3d			
31	● E&A - License Search - Re-template	Schedule Go-Live	Jane Rihaneck	12/09/16	12/14/16	11/23/16	3d			

# NDA Project Status Report



Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
1	<b>NDA FFAL Tonnage Remove Lime Reporting</b>	<b>NDA FFAL Tonnage Remove Lime Reporting Records CR</b>		07/18/16	12/20/16	12/27/16	
2	NDA FFAL Tonnage Remove Lime Reporting	Planning		09/08/16	11/01/16	10/17/16	Done
3	NDA FFAL Tonnage Remove Lime Reporting	Change Request		09/08/16	11/01/16	10/17/16	Done
4	NDA FFAL Tonnage Remove Lime Reporting	Change Request - Provide Original Signed Copy to Partner	Jess Evers	10/13/16	11/01/16	10/06/16	Done
5	NDA FFAL Tonnage Remove Lime Reporting	Change Request - Upload to Confluence	Jess Evers	10/13/16	11/01/16	10/06/16	Done
6	NDA FFAL Tonnage Remove Lime Reporting	Development		09/08/16		12/06/16	
7	NDA FFAL Tonnage Remove Lime Reporting	Development		10/12/16	11/23/16	12/01/16	
8	NDA FFAL Tonnage Remove Lime Reporting	Development of Remove Records	Aaron Steager	10/12/16	11/23/16	12/01/16	
9	NDA FFAL Tonnage Remove Lime Reporting	Test Against Functional Spec	Aaron Steager	11/28/16	11/28/16	12/02/16	
10	NDA FFAL Tonnage Remove Lime Reporting	Security Scan	Aaron Steager	11/28/16	11/30/16	12/06/16	
11	NDA FFAL Tonnage Remove Lime Reporting	Development - Pass for QA	Jess Evers	11/28/16	11/29/16	12/05/16	
12	NDA FFAL Tonnage Remove Lime Reporting	Review		11/29/16		12/22/16	
13	NDA FFAL Tonnage Remove Lime Reporting	QA Review		11/29/16	12/02/16	12/08/16	
14	NDA FFAL Tonnage Remove Lime Reporting	Create QA Feedback Page in Confluence	Neil Sorensen	11/29/16	11/29/16	12/05/16	
15	NDA FFAL Tonnage Remove Lime Reporting	QA Review/Feedback	Neil Sorensen	11/29/16	11/30/16	12/06/16	
16	NDA FFAL Tonnage Remove Lime Reporting	Development for QA Feedback	Aaron Steager	11/30/16	12/01/16	12/07/16	
17	NDA FFAL Tonnage Remove Lime Reporting	QA Approval of Dev Changes	Neil Sorensen	12/01/16	12/02/16	12/08/16	
18	NDA FFAL Tonnage Remove Lime Reporting	Partner Testing		12/02/16	12/16/16	12/22/16	
19	NDA FFAL Tonnage Remove Lime Reporting	Partner Test - Send to Partner	Jess Evers	12/02/16	12/02/16	12/08/16	
20	NDA FFAL Tonnage Remove Lime Reporting	Partner Testing Feedback - Received	NDA	12/02/16	12/07/16	12/13/16	
21	NDA FFAL Tonnage Remove Lime Reporting	Partner Testing Feedback - Development	Aaron Steager	12/07/16	12/12/16	12/16/16	
22	NDA FFAL Tonnage Remove Lime Reporting	Partner Testing Feedback - QA Review	Neil Sorensen	12/12/16	12/13/16	12/19/16	
23	NDA FFAL Tonnage Remove Lime Reporting	Partner Testing Feedback - QA Approval	Neil Sorensen	12/13/16	12/14/16	12/20/16	
24	NDA FFAL Tonnage Remove Lime Reporting	Partner - Signed Off Received from Partner	NDA	12/14/16	12/16/16	12/22/16	
25	NDA FFAL Tonnage Remove Lime Reporting	Schedule Go Live	Jess Evers	12/16/16	12/16/16	12/22/16	
26	<b>NDA Seed Registration &amp; Renewal</b>	<b>NDA Seed Registration &amp; Renewal</b>	<b>Evan Wooten</b>	04/16/16	02/05/18	12/05/17	
27	NDA Seed Registration & Renewal	Initial Project Tasks		04/16/16	11/16/16	08/29/16	Done
28	NDA Seed Registration & Renewal	Business Case Proposal		08/12/16	11/16/16	10/10/16	
29	NDA Seed Registration & Renewal	Seed Meeting	Jess Evers	10/14/16	11/10/16	09/23/16	Done
30	NDA Seed Registration & Renewal	Seed Meeting (internal)	Natalie Erb	10/14/16	11/04/16	09/23/16	Done
31	NDA Seed Registration & Renewal	Seed Meeting (internal)	Evan Wooten	10/14/16	11/04/16	09/23/16	Done
32	NDA Seed Registration & Renewal	Create Business Case Proposal	Evan Wooten	11/07/16	11/07/16	09/30/16	Done

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status	
33	●	NDA Seed Registration & Renewal	Business Case Proposal - Review & Approval by Mgmt	Carmen Easley	11/08/16	11/15/16	10/07/16	
34	●	NDA Seed Registration & Renewal	Communicate Business Case Decision to NDA	Jess Evers	11/16/16	11/16/16	10/10/16	
35	●	NDA Seed Registration & Renewal	Proposal		10/17/16		02/16/17	
36	●	NDA Seed Registration & Renewal	Process Flow Chart - Request from NDA	Natalie Erb	11/17/16	11/17/16	10/11/16	In Progress
37	●	NDA Seed Registration & Renewal	Review NIC Services Database for Similar Projects and Reach out to Portal(s)	Evan Wooten	11/17/16	11/23/16	10/17/16	
38	●	NDA Seed Registration & Renewal	Process Flow Chart - Received from NDA	NDA	11/18/16	12/05/16	10/25/16	
39	●	NDA Seed Registration & Renewal	Schedule Proposal Meeting(s)	Natalie Erb	12/06/16	12/08/16	10/28/16	
40	●	NDA Seed Registration & Renewal	Proposal Meetings	Evan Wooten	12/09/16	01/24/17	12/09/16	
41	●	NDA Seed Registration & Renewal	Proposal Meeting(s) (DOD)	Bruce Rice	12/09/16	01/24/17	12/09/16	
42	●	NDA Seed Registration & Renewal	Proposal Document		01/25/17	04/04/17	02/16/17	
43	●	NDA Seed Registration & Renewal	Create Proposal Document	Evan Wooten	01/25/17	02/02/17	12/20/16	
44	●	NDA Seed Registration & Renewal	Hours Estimate (Initial) - Provided by Developer	DEV	02/03/17	02/09/17	12/27/16	
45	●	NDA Seed Registration & Renewal	Proposal - Review & Approval by Mgmt	Carmen Easley	02/10/17	02/16/17	01/03/17	
46	●	NDA Seed Registration & Renewal	Schedule Proposal Review Meeting with NDA	Evan Wooten	02/17/17	02/22/17	01/06/17	
47	●	NDA Seed Registration & Renewal	Proposal Meeting with NDA	Evan Wooten	02/23/17	03/08/17	01/20/17	
48	●	NDA Seed Registration & Renewal	Include Management in Proposal Meeting with NDA	Carmen Easley	02/23/17	03/08/17	01/20/17	
49	●	NDA Seed Registration & Renewal	Proposal - Send to NDA	Evan Wooten	03/09/17	03/13/17	01/25/17	
50	●	NDA Seed Registration & Renewal	Proposal - Received from NDA	NDA	03/14/17	03/27/17	02/08/17	
51	●	NDA Seed Registration & Renewal	Proposal - Signed by GM	Brent Hoffman	03/28/17	03/30/17	02/13/17	
52	●	NDA Seed Registration & Renewal	Proposal - Provide Original Signed Copy to NDA	Evan Wooten	03/31/17	04/04/17	02/16/17	
53	●	NDA Seed Registration & Renewal	Proposal - Upload to Confluence	Evan Wooten	03/31/17	04/04/17	02/16/17	
54	●	NDA Seed Registration & Renewal	Planning		01/25/17		12/05/17	
55	●	NDA Seed Registration & Renewal	Determine Project Developer	Rice, Bruce	01/25/17	02/14/17	12/30/16	
56	●	NDA Seed Registration & Renewal	Schedule Planning Meetings	Evan Wooten	03/28/17	03/30/17	02/13/17	
57	●	NDA Seed Registration & Renewal	Planning Meeting(s)	Evan Wooten	03/31/17	06/26/17	05/08/17	
58	●	NDA Seed Registration & Renewal	Planning Meeting(s) Developer	DEV	03/31/17	06/26/17	05/08/17	
59	●	NDA Seed Registration & Renewal	Prototype		06/27/17	08/22/17	06/30/17	
60	●	NDA Seed Registration & Renewal	Create Data Map	Evan Wooten	06/27/17	07/03/17	05/15/17	
61	●	NDA Seed Registration & Renewal	Schedule Prototype Internal Meeting	Evan Wooten	07/05/17	07/07/17	05/18/17	
62	●	NDA Seed Registration & Renewal	Prototype Internal Meeting	Evan Wooten	07/10/17	07/12/17	05/23/17	
63	●	NDA Seed Registration & Renewal	Prototype Internal Meeting - UI/UX	Wiedel, Caleb	07/10/17	07/12/17	05/23/17	
64	●	NDA Seed Registration & Renewal	Prototype Internal Meeting - QA	Neil Sorensen	07/10/17	07/12/17	05/23/17	
65	●	NDA Seed Registration & Renewal	Prototype Development and Testing	Wiedel, Caleb	07/13/17	07/19/17	05/30/17	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
66	NDA Seed Registration & Renewal	Prototype - Review by QA	Neil Sorensen	07/20/17	07/24/17	06/02/17	
67	NDA Seed Registration & Renewal	Prototype - Evan Wooten Approval	Evan Wooten	07/20/17	07/24/17	06/02/17	
68	NDA Seed Registration & Renewal	Schedule Prototype - Meeting with NDA	Evan Wooten	07/25/17	07/27/17	06/07/17	
69	NDA Seed Registration & Renewal	Prototype - Meeting with NDA	Evan Wooten	07/25/17	07/31/17	06/09/17	
70	NDA Seed Registration & Renewal	Prototype - Meeting with NDA - UI/UX	Wiedel, Caleb	07/25/17	07/31/17	06/09/17	
71	NDA Seed Registration & Renewal	Prototype - Meeting with NDA - QA	Neil Sorensen	07/25/17	07/31/17	06/09/17	
72	NDA Seed Registration & Renewal	Prototype - Send to NDA	Evan Wooten	08/01/17	08/01/17	06/09/17	
73	NDA Seed Registration & Renewal	Prototype - Feedback by NDA	NDA	08/01/17	08/15/17	06/23/17	
74	NDA Seed Registration & Renewal	Prototype - Changes from NDA Feedback - UI/UX	Wiedel, Caleb	08/15/17	08/17/17	06/27/17	
75	NDA Seed Registration & Renewal	Prototype - Approval by NDA	NDA	08/17/17	08/22/17	06/30/17	
76	NDA Seed Registration & Renewal	Functional Specifications		07/20/17	09/11/17	07/19/17	
77	NDA Seed Registration & Renewal	Create Functional Spec	Evan Wooten	07/20/17	08/09/17	06/20/17	
78	NDA Seed Registration & Renewal	Hours Estimate (Final) - Provided by Developer	DEV	08/10/17	08/16/17	06/27/17	
79	NDA Seed Registration & Renewal	Functional Spec - Approval from Developer	DEV	08/10/17	08/16/17	06/27/17	
80	NDA Seed Registration & Renewal	Prototype - Update	Wiedel, Caleb	08/17/17	08/21/17	06/30/17	
81	NDA Seed Registration & Renewal	Functional Spec - Review by QA	Neil Sorensen	08/17/17	08/23/17	07/04/17	
82	NDA Seed Registration & Renewal	Functional Spec - Send to NDA	Evan Wooten	08/17/17	08/30/17	07/11/17	
83	NDA Seed Registration & Renewal	Functional Spec - Received NDA Approval	NDA	08/31/17	08/31/17	07/11/17	
84	NDA Seed Registration & Renewal	Functional Spec - Signed by GM	Brent Hoffman	08/31/17	09/06/17	07/14/17	
85	NDA Seed Registration & Renewal	Functional Spec - Provide Original Signed Copy to NDA	Evan Wooten	09/06/17	09/11/17	07/19/17	
86	NDA Seed Registration & Renewal	Functional Spec - Upload to Confluence	Evan Wooten	09/06/17	09/11/17	07/19/17	
87	NDA Seed Registration & Renewal	Schedule Resource	Evan Wooten	08/17/17	08/23/17	07/04/17	
88	NDA Seed Registration & Renewal	Timeline - Provide to NDA	Evan Wooten	08/17/17	08/23/17	07/04/17	
89	NDA Seed Registration & Renewal	Addendum		08/17/17	02/05/18	12/05/17	
90	NDA Seed Registration & Renewal	Addendum - Send to NDA	Evan Wooten	08/24/17	08/24/17	07/05/17	
91	NDA Seed Registration & Renewal	Addendum - Received from NDA	NDA	08/25/17	09/08/17	07/19/17	
92	NDA Seed Registration & Renewal	Addendum - Signed by GM	Brent Hoffman	09/11/17	09/13/17	07/24/17	
93	NDA Seed Registration & Renewal	Addendum - Sent to NSRB to Schedule for Board Meeting	Evan Wooten	09/14/17	09/18/17	07/27/17	
94	NDA Seed Registration & Renewal	Addendum - Received from NSRB, Signed by All Parties	Freddy Pika	09/19/17	01/31/18	11/30/17	
95	NDA Seed Registration & Renewal	Addendum - Upload to CDB/Contract Library	Freddy Pika	02/01/18	02/05/18	12/05/17	
96	NDA Seed Registration & Renewal	Addendum - Provide Signed Original Copy to NDA	Freddy Pika	02/01/18	02/05/18	12/05/17	
97	NDA Seed Registration & Renewal	Development		08/31/17		08/14/17	
98	NDA Seed Registration & Renewal	Payment Set Up		08/31/17	10/05/17	08/14/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
99	●	NDA Seed Registration & Renewal	Send Addenda Setup Form to NDA	Evan Wooten	08/31/17	09/05/17	07/13/17	
100	●	NDA Seed Registration & Renewal	Received Addenda Setup Form from NDA	NDA	09/05/17	09/12/17	07/20/17	
101	●	NDA Seed Registration & Renewal	CDB/TPE Setup Form	Evan Wooten	09/12/17	09/14/17	07/24/17	
102	●	NDA Seed Registration & Renewal	CDB/TPE Setup (include signed addenda and addendum)	Anna Arushanova	09/14/17	09/19/17	07/27/17	
103	●	NDA Seed Registration & Renewal	TPE Service Code Setup by DOD (include CDB/TPE Setup Form)	Bruce Rice	09/19/17	09/22/17	08/01/17	
104	●	NDA Seed Registration & Renewal	ACH Set Up		08/31/17	09/15/17	07/25/17	
105	●	NDA Seed Registration & Renewal	Set up ACH Pay	Anna Arushanova	08/31/17	09/15/17	07/25/17	
106	●	NDA Seed Registration & Renewal	Credit Card Set UP		08/31/17	09/18/17	07/26/17	
107	●	NDA Seed Registration & Renewal	Processor Boarding Form (CC)	Anna Arushanova	08/31/17	09/06/17	07/14/17	
108	●	NDA Seed Registration & Renewal	Receive Tear Sheet from Elavon	Anna Arushanova	09/06/17	09/13/17	07/21/17	
109	●	NDA Seed Registration & Renewal	Provide Monetra Info to NIC Finance	Bruce Rice	09/13/17	09/18/17	07/26/17	
110	●	NDA Seed Registration & Renewal	Set up TPE Processor	NIC Finance	09/18/17	09/21/17	07/31/17	
111	●	NDA Seed Registration & Renewal	Service Code Request - Enable for Penny Test	Bruce Rice	09/21/17	09/25/17	08/02/17	
112	●	NDA Seed Registration & Renewal	Penny Test - Run	Bruce Rice	09/25/17	09/26/17	08/03/17	
113	●	NDA Seed Registration & Renewal	Penny Test Confirmation - Send to STO	Evan Wooten	09/26/17	09/28/17	08/07/17	
114	●	NDA Seed Registration & Renewal	Received Penny Test Confirmation from STO	STO	09/28/17	10/05/17	08/14/17	
115	●	NDA Seed Registration & Renewal	Schedule Marketing Plan Meeting	Evan Wooten	08/31/17	09/06/17	07/14/17	
116	●	NDA Seed Registration & Renewal	Create Marketing Plan	Sara Larkins	09/06/17	09/13/17	07/21/17	
117	●	NDA Seed Registration & Renewal	Data - Request Test Cases from NDA	Evan Wooten	08/31/17	09/06/17	07/14/17	
118	●	NDA Seed Registration & Renewal	Data - Received Test Cases from NDA	NDA	09/06/17	09/20/17	07/28/17	
119	●	NDA Seed Registration & Renewal	Development		08/31/17	09/07/17	07/17/17	
120	●	NDA Seed Registration & Renewal	Scrum	Evan Wooten	08/31/17	09/01/17	07/12/17	
121	●	NDA Seed Registration & Renewal	Scrum Developer	DEV	08/31/17	09/01/17	07/12/17	
122	●	NDA Seed Registration & Renewal	Data - Receipt Method Ready	Evan Wooten	08/31/17	09/01/17	07/12/17	
123	●	NDA Seed Registration & Renewal	Data - Delivery Method Ready	Evan Wooten	08/31/17	09/01/17	07/12/17	
124	●	NDA Seed Registration & Renewal	Development Milestone #1		08/31/17	09/01/17	07/13/17	
125	●	NDA Seed Registration & Renewal	Request for Dev/Test/Prod Database Setup to ETS (GRAILS only)	DEV	08/31/17	09/01/17	07/12/17	
126	●	NDA Seed Registration & Renewal	Request for F5 Setup to ETS (GRAILS only)	DEV	08/31/17	09/01/17	07/12/17	
127	●	NDA Seed Registration & Renewal	Request CDB Web Access Groups by Developer	DEV	08/31/17	09/01/17	07/12/17	
128	●	NDA Seed Registration & Renewal	Google Analytics	DEV	08/31/17	08/31/17	07/12/17	
129	●	NDA Seed Registration & Renewal	App Manager	DEV	08/31/17	09/01/17	07/12/17	
130	●	NDA Seed Registration & Renewal	Global Messaging	DEV	09/01/17	09/01/17	07/13/17	
131	●	NDA Seed Registration & Renewal	Development of []	DEV	08/31/17	09/01/17	07/12/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
132	<input type="radio"/>	NDA Seed Registration & Renewal	Development Milestone #2		09/01/17	09/05/17	07/13/17	
133	<input type="radio"/>	NDA Seed Registration & Renewal	Development of []	DEV	09/01/17	09/05/17	07/13/17	
134	<input type="radio"/>	NDA Seed Registration & Renewal	Development Milestone #3		09/05/17	09/07/17	07/17/17	
135	<input type="radio"/>	NDA Seed Registration & Renewal	Add Test Link to Wiki	DEV	09/05/17	09/05/17	07/13/17	
136	<input type="radio"/>	NDA Seed Registration & Renewal	Development of []	DEV	09/05/17	09/06/17	07/14/17	
137	<input type="radio"/>	NDA Seed Registration & Renewal	Test Against Functional Spec	DEV	09/06/17	09/07/17	07/17/17	
138	<input type="radio"/>	NDA Seed Registration & Renewal	Security Scan	DEV	09/07/17	09/11/17	07/19/17	
139	<input type="radio"/>	NDA Seed Registration & Renewal	Development - Pass for QA	Evan Wooten	09/07/17	09/08/17	07/18/17	
140	<input type="radio"/>	NDA Seed Registration & Renewal	Marketing Plan - Implement	Sara Larkins	09/08/17	09/22/17	08/01/17	
141	<input type="radio"/>	NDA Seed Registration & Renewal	Review		09/08/17		09/19/17	
142	<input type="radio"/>	NDA Seed Registration & Renewal	Scrum	Evan Wooten	09/08/17	09/11/17	07/19/17	
143	<input type="radio"/>	NDA Seed Registration & Renewal	QA Review		09/08/17	09/13/17	07/24/17	
144	<input type="radio"/>	NDA Seed Registration & Renewal	Create QA Feedback Page in Confluence	Neil Sorensen	09/08/17	09/08/17	07/18/17	
145	<input type="radio"/>	NDA Seed Registration & Renewal	QA Review/Feedback	Neil Sorensen	09/08/17	09/11/17	07/19/17	
146	<input type="radio"/>	NDA Seed Registration & Renewal	Scrum QA	Neil Sorensen	09/08/17	09/11/17	07/19/17	
147	<input type="radio"/>	NDA Seed Registration & Renewal	Development for QA Feedback	DEV	09/11/17	09/12/17	07/20/17	
148	<input type="radio"/>	NDA Seed Registration & Renewal	QA Approval of Dev Changes	Neil Sorensen	09/12/17	09/13/17	07/21/17	
149	<input type="radio"/>	NDA Seed Registration & Renewal	Create NDA Test Plan	Neil Sorensen	09/13/17	09/13/17	07/24/17	
150	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Testing		09/13/17	10/30/17	09/05/17	
151	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Testing Meeting - Schedule	Evan Wooten	09/13/17	09/18/17	07/26/17	
152	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Testing Meeting	Evan Wooten	09/18/17	09/25/17	08/02/17	
153	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Test Plan - Send to NDA	Evan Wooten	09/25/17	09/25/17	08/03/17	
154	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Testing Feedback - Received	NDA	09/26/17	10/10/17	08/17/17	
155	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Testing Feedback - Development	Dev	10/11/17	10/17/17	08/24/17	
156	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Testing Feedback - QA Review	Neil Sorensen	10/18/17	10/20/17	08/29/17	
157	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Testing Feedback - QA Approval	Neil Sorensen	10/23/17	10/23/17	08/29/17	
158	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Test Plan - Signed Off Received from NDA	NDA	10/23/17	10/30/17	09/05/17	
159	<input type="radio"/>	NDA Seed Registration & Renewal	NDA Training (TPE)		09/08/17	09/26/17	08/03/17	
160	<input type="radio"/>	NDA Seed Registration & Renewal	NDA TPE Training - Schedule	Evan Wooten	09/08/17	09/13/17	07/21/17	
161	<input type="radio"/>	NDA Seed Registration & Renewal	NDA TPE Training - Meeting	Evan Wooten	09/13/17	09/20/17	07/28/17	
162	<input type="radio"/>	NDA Seed Registration & Renewal	Request for TPE New Users	Evan Wooten	09/20/17	09/21/17	07/31/17	
163	<input type="radio"/>	NDA Seed Registration & Renewal	Set Up TPE Users	Freddy Pika	09/21/17	09/26/17	08/03/17	
164	<input type="radio"/>	NDA Seed Registration & Renewal	Schedule Go Live	Evan Wooten	10/30/17	11/02/17	09/08/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
165	●	NDA Seed Registration & Renewal	Service Code Request - Enable	Bruce Rice	11/02/17	11/07/17	09/13/17	
166	●	NDA Seed Registration & Renewal	Demo for Support	Evan Wooten	10/30/17	11/14/17	09/19/17	
167	●	NDA FFAL Tonnage Fertilizer Navigation CR	NDA FFAL Tonnage Fertilizer Navigation CR		04/11/16	12/22/16	12/22/16	
168	●	NDA FFAL Tonnage Fertilizer Navigation CR	Planning		04/15/16	11/14/16	10/17/16	Done
169	●	NDA FFAL Tonnage Fertilizer Navigation CR	Change Request		04/15/16	11/04/16	10/12/16	Done
170	●	NDA FFAL Tonnage Fertilizer Navigation CR	Functional Specs - Update	Jess Evers	09/14/16	11/04/16	10/12/16	Done
171	●	NDA FFAL Tonnage Fertilizer Navigation CR	Schedule Resource	Jess Evers	09/19/16	11/14/16	11/14/16	Done
172	●	NDA FFAL Tonnage Fertilizer Navigation CR	Timeline - Provide to Partner	Jess Evers	11/14/16	11/14/16	11/14/16	Done
173	●	NDA FFAL Tonnage Fertilizer Navigation CR	Development		11/14/16		10/07/16	In Progress
174	●	NDA FFAL Tonnage Fertilizer Navigation CR	Determine Project Developer	Bruce Rice	11/14/16	11/14/16	11/14/16	Done
175	●	NDA FFAL Tonnage Fertilizer Navigation CR	Development		11/15/16	11/21/16	11/21/16	
176	●	NDA FFAL Tonnage Fertilizer Navigation CR	Development of Pagination for Fert Reports	Curtis Mackie	11/15/16	11/21/16	11/21/16	
177	●	NDA FFAL Tonnage Fertilizer Navigation CR	Test Against Functional Spec	Curtis Mackie	11/21/16	11/23/16	11/23/16	
178	●	NDA FFAL Tonnage Fertilizer Navigation CR	Security Scan	Curtis Mackie	11/23/16	11/29/16	11/29/16	
179	●	NDA FFAL Tonnage Fertilizer Navigation CR	Development - Pass for QA	Jess Evers	11/23/16	11/23/16	11/23/16	
180	●	NDA FFAL Tonnage Fertilizer Navigation CR	Review		11/23/16		12/20/16	
181	●	NDA FFAL Tonnage Fertilizer Navigation CR	QA Review		11/23/16	11/29/16	11/29/16	
182	●	NDA FFAL Tonnage Fertilizer Navigation CR	Create QA Feedback Page in Confluence	Neil Sorensen	11/23/16	11/28/16	11/28/16	
183	●	NDA FFAL Tonnage Fertilizer Navigation CR	QA Review/Feedback	Neil Sorensen	11/23/16	11/28/16	11/28/16	
184	●	NDA FFAL Tonnage Fertilizer Navigation CR	Development for QA Feedback	Curtis Mackie	11/28/16	11/29/16	11/29/16	
185	●	NDA FFAL Tonnage Fertilizer Navigation CR	QA Approval of Dev Changes	Neil Sorensen	11/29/16	11/29/16	11/29/16	
186	●	NDA FFAL Tonnage Fertilizer Navigation CR	Partner Testing		11/29/16	12/20/16	12/20/16	
187	●	NDA FFAL Tonnage Fertilizer Navigation CR	Partner Test - Send to Partner	Jess Evers	11/29/16	11/29/16	11/29/16	
188	●	NDA FFAL Tonnage Fertilizer Navigation CR	Partner Testing Feedback - Received	NDA	11/30/16	12/06/16	12/06/16	
189	●	NDA FFAL Tonnage Fertilizer Navigation CR	Partner Testing Feedback - Development	Curtis Mackie	12/07/16	12/09/16	12/09/16	
190	●	NDA FFAL Tonnage Fertilizer Navigation CR	Partner Testing Feedback - QA Review	Neil Sorensen	12/12/16	12/14/16	12/14/16	
191	●	NDA FFAL Tonnage Fertilizer Navigation CR	Partner Testing Feedback - QA Approval	Neil Sorensen	12/15/16	12/15/16	12/15/16	
192	●	NDA FFAL Tonnage Fertilizer Navigation CR	Partner - Signed Off Received from Partner	NDA	12/15/16	12/20/16	12/20/16	
193	●	NDA FFAL Tonnage Fertilizer Navigation CR	Schedule Go Live	Jess Evers	12/20/16	12/20/16	12/20/16	
194	●	NDA Food Permits Owner/Firm Payment Option	NDA Food Permits Owner/Firm Payment Option CR		06/28/16	06/12/17	06/27/17	
195	●	NDA Food Permits Owner/Firm Payment Option	Planning		09/12/16		05/04/17	
196	●	NDA Food Permits Owner/Firm Payment Option	Change Request		09/12/16	04/17/17	05/04/17	
197	●	NDA Food Permits Owner/Firm Payment Option	Create Change Request	Jess Evers	09/12/16	03/15/17	03/15/17	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
198	NDA Food Permits Owner/Firm Payment Option	Functional Specs - Update	Jess Evers	04/10/17	04/12/17	04/12/17	
199	NDA Food Permits Owner/Firm Payment Option	Functional Spec - Review & Approval by Developer	DEV	04/13/17	04/17/17	04/17/17	
200	NDA Food Permits Owner/Firm Payment Option	Hours Estimate (Initial) - Provided by Developer	DEV	03/16/17	03/22/17	03/22/17	
201	NDA Food Permits Owner/Firm Payment Option	Change Request - Review & Approval by Mgmt	Carmen Easley	03/23/17	03/29/17	03/29/17	
202	NDA Food Permits Owner/Firm Payment Option	Change Request & Functional Spec - Send to Partner	Jess Evers	03/30/17	03/30/17	03/30/17	
203	NDA Food Permits Owner/Firm Payment Option	Change Request - Received from Partner	NDA	03/31/17	04/06/17	04/06/17	
204	NDA Food Permits Owner/Firm Payment Option	Change Request - Signed by GM	Brent Hoffman	04/07/17	04/07/17	04/07/17	
205	NDA Food Permits Owner/Firm Payment Option	Change Request - Provide Original Signed Copy to Partner	Jess Evers	04/10/17	04/12/17	04/12/17	
206	NDA Food Permits Owner/Firm Payment Option	Change Request - Upload to Confluence	Jess Evers	04/10/17	04/12/17	04/12/17	
207	NDA Food Permits Owner/Firm Payment Option	Schedule Resource	Jess Evers	04/07/17	04/13/17	04/13/17	
208	NDA Food Permits Owner/Firm Payment Option	Timeline - Provide to Partner	Jess Evers	04/07/17	04/13/17	04/13/17	
209	NDA Food Permits Owner/Firm Payment Option	Development		04/07/17		04/25/17	
210	NDA Food Permits Owner/Firm Payment Option	Determine Project Developer	Bruce Rice	04/07/17	04/13/17	04/13/17	
211	NDA Food Permits Owner/Firm Payment Option	Data - Request Test Cases from Partner	Jess Evers	04/07/17	04/11/17	04/11/17	
212	NDA Food Permits Owner/Firm Payment Option	Data - Received Test Cases from Partner	NDA	04/12/17	04/25/17	04/25/17	
213	NDA Food Permits Owner/Firm Payment Option	Development		04/07/17	04/13/17	04/13/17	
214	NDA Food Permits Owner/Firm Payment Option	Development of Owners/Firms	DEV	04/07/17	04/13/17	04/13/17	
215	NDA Food Permits Owner/Firm Payment Option	Test Against Functional Spec	DEV	04/13/17	04/14/17	04/14/17	
216	NDA Food Permits Owner/Firm Payment Option	Security Scan	DEV	04/14/17	04/18/17	04/18/17	
217	NDA Food Permits Owner/Firm Payment Option	Development - Pass for QA	Jess Evers	04/14/17	04/17/17	04/17/17	
218	NDA Food Permits Owner/Firm Payment Option	Review		04/17/17		05/26/17	
219	NDA Food Permits Owner/Firm Payment Option	QA Review		04/17/17	04/18/17	04/18/17	
220	NDA Food Permits Owner/Firm Payment Option	Create QA Feedback Page in Confluence	Neil Sorensen	04/17/17	04/17/17	04/17/17	
221	NDA Food Permits Owner/Firm Payment Option	QA Review/Feedback	Neil Sorensen	04/17/17	04/18/17	04/18/17	
222	NDA Food Permits Owner/Firm Payment Option	Development for QA Feedback	DEV	04/18/17	04/18/17	04/18/17	
223	NDA Food Permits Owner/Firm Payment Option	QA Approval of Dev Changes	Neil Sorensen	04/18/17	04/18/17	04/18/17	
224	NDA Food Permits Owner/Firm Payment Option	Partner Testing		04/18/17	05/23/17	05/23/17	
225	NDA Food Permits Owner/Firm Payment Option	Partner Test - Send to Partner	Jess Evers	04/18/17	04/19/17	04/19/17	
226	NDA Food Permits Owner/Firm Payment Option	Partner Testing Feedback - Received	NDA	04/19/17	05/04/17	05/04/17	
227	NDA Food Permits Owner/Firm Payment Option	Partner Testing Feedback - Development	Dev	05/04/17	05/11/17	05/11/17	
228	NDA Food Permits Owner/Firm Payment Option	Partner Testing Feedback - QA Review	Neil Sorensen	05/11/17	05/16/17	05/16/17	
229	NDA Food Permits Owner/Firm Payment Option	Partner Testing Feedback - QA Approval	Neil Sorensen	05/16/17	05/16/17	05/16/17	
230	NDA Food Permits Owner/Firm Payment Option	Partner - Signed Off Received from Partner	NDA	05/16/17	05/23/17	05/23/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
231	●	NDA Food Permits Owner/Firm Payment Option	Schedule Go Live	Jess Evers	05/23/17	05/26/17	05/26/17	
232	●	NDA - Nursery - Nursery	NDA - Nursery - Nursery	Natalie Erb	01/01/16	11/14/16	10/25/16	
233	●	NDA - Nursery - Nursery	Development		08/03/16	11/01/16	09/08/16	Done
234	●	NDA - Nursery - Nursery	Payment Set Up		08/03/16	11/01/16	09/08/16	Done
235	●	NDA - Nursery - Nursery	Received Penny Test Confirmation from STO	STO	10/27/16	11/01/16	09/08/16	Done
236	●	NDA - Nursery - Nursery	Review		09/23/16	11/14/16	10/17/16	Done
237	●	NDA - Nursery - Nursery	Partner Testing		10/20/16	11/10/16	09/30/16	Done
238	●	NDA - Nursery - Nursery	Partner Testing Feedback - QA Review	Neil Sorensen	10/28/16	11/08/16	09/23/16	Done
239	●	NDA - Nursery - Nursery	Partner Testing Feedback - QA Approval	Neil Sorensen	11/09/16	11/09/16	09/23/16	Done
240	●	NDA - Nursery - Nursery	Partner Test Plan - Signed Off Received from Partner	NDA	11/10/16	11/10/16	09/30/16	Done
241	●	NDA - Nursery - Nursery	Schedule Go Live	Natalie Erb	11/14/16	11/14/16	10/05/16	Done
242	●	NDA - Nursery - Nursery	Service Code Request - Enable	Bruce Rice	11/14/16	11/14/16	10/11/16	Done
243	●	NDA - Nursery - Nursery	Marketing Plan - Implement	Sara Larkins	10/21/16	11/01/16	11/09/16	Done
244	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Natalie Erb	09/27/16	11/08/16	11/01/16	Done
245	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Proposal		09/28/16	11/01/16	12/30/16	Done
246	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Proposal Document		10/14/16	11/01/16	12/30/16	Done
247	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Proposal - Signed by GM	Brent Hoffman	10/26/16	11/01/16	12/27/16	Done
248	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Proposal - Provide Original Signed Copy to Partner	Natalie Erb	11/01/16	11/01/16	12/30/16	Done
249	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Proposal - Upload to Confluence	Natalie Erb	11/01/16	11/01/16	12/30/16	Done
250	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Planning		10/14/16	11/03/16	10/26/16	Done
251	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Technical Specifications		10/14/16	11/03/16	10/26/16	Done
252	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Technical Spec - Send to Partner	Evan Wooten	10/27/16	10/31/16	10/21/16	Done
253	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Technical Spec - Received Partner Approval	NDA	11/01/16	11/03/16	10/24/16	Done
254	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Development		09/28/16	11/02/16	10/21/16	Done
255	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Development		10/27/16	11/02/16	10/20/16	Done
256	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Scrum	Natalie Erb	10/27/16	11/02/16	10/20/16	Done
257	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Scrum Developer	Brian Schmoll	10/27/16	11/02/16	10/20/16	Done
258	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Review		11/01/16	11/08/16	10/31/16	Done
259	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Partner Testing		11/01/16	11/08/16	10/28/16	Done
260	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Kelly to verify \$1 debit	Kelly Registration	11/07/16	11/08/16		Done
261	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Partner Test Plan - Send to Partner	Jess Evers	11/08/16	11/08/16	10/21/16	Done
262	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Partner Testing Feedback - Received	NDA	11/08/16	11/08/16	10/25/16	Done
263	●	NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Partner Testing Feedback - Development	Brian Schmoll	11/01/16	11/01/16	10/26/16	Done

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
264		NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Partner Test Plan - Signed Off Received from Partner	NDA	11/08/16	11/08/16	10/28/16	Done
265		NDA Pesticide Dealer/Reg Batch (Kelly Reg)	Schedule Go Live	Jess Evers	11/08/16	11/08/16	10/31/16	Done
266		NDA Farmers Market - Add Dynamic Counties	NDA Farmers Market - Add Dynamic Counties	Evan Wooten	10/14/16	02/01/17	02/01/17	
267		NDA Farmers Market - Add Dynamic Counties	Initial Project Tasks		10/14/16		11/08/16	
268		NDA Farmers Market - Add Dynamic Counties	Project Prioritization	Evan Wooten	10/31/16	10/31/16	11/02/16	Done
269		NDA Farmers Market - Add Dynamic Counties	Project Priority Review	Jess Evers	11/01/16	11/03/16	11/07/16	Done
270		NDA Farmers Market - Add Dynamic Counties	Project Priority - Communicated to NDA	Evan Wooten	11/04/16	11/04/16	11/08/16	Done
271		NDA Farmers Market - Add Dynamic Counties	Planning		11/04/16		12/13/16	
272		NDA Farmers Market - Add Dynamic Counties	Change Request		11/04/16	12/02/16	12/12/16	
273		NDA Farmers Market - Add Dynamic Counties	Create Change Request	Evan Wooten	11/04/16	11/04/16	11/15/16	Done
274		NDA Farmers Market - Add Dynamic Counties	Determine Project Developer	Bruce Rice	11/04/16	11/10/16	11/15/16	
275		NDA Farmers Market - Add Dynamic Counties	Functional Specs - Update	Evan Wooten	11/07/16	11/09/16	11/18/16	
276		NDA Farmers Market - Add Dynamic Counties	Functional Spec Review & Hours Est by Developer	Aaron Steager	11/10/16	11/15/16	11/23/16	
277		NDA Farmers Market - Add Dynamic Counties	Hours Estimate (Initial) - Approved by DOD	Bruce Rice	11/16/16	11/16/16	11/28/16	
278		NDA Farmers Market - Add Dynamic Counties	Change Request & Functional Spec - Send to NDA	Evan Wooten	11/17/16	11/17/16	11/29/16	
279		NDA Farmers Market - Add Dynamic Counties	Change Request - Received from NDA	NDA	11/18/16	11/28/16	12/06/16	
280		NDA Farmers Market - Add Dynamic Counties	Change Request - Signed by GM	Brent Hoffman	11/29/16	11/29/16	12/07/16	
281		NDA Farmers Market - Add Dynamic Counties	Change Request - Provide Original Signed Copy to NDA	Evan Wooten	11/30/16	12/02/16	12/12/16	
282		NDA Farmers Market - Add Dynamic Counties	Change Request - Upload to Confluence	Evan Wooten	11/30/16	12/02/16	12/12/16	
283		NDA Farmers Market - Add Dynamic Counties	Schedule Resource	Evan Wooten	11/29/16	12/05/16	12/13/16	
284		NDA Farmers Market - Add Dynamic Counties	Timeline - Provide to NDA	Evan Wooten	11/29/16	12/05/16	12/13/16	
285		NDA Farmers Market - Add Dynamic Counties	Development		12/06/16		12/22/16	
286		NDA Farmers Market - Add Dynamic Counties	Data - Request Test Cases from NDA	Evan Wooten	12/06/16	12/08/16	12/08/16	
287		NDA Farmers Market - Add Dynamic Counties	Data - Received Test Cases from NDA	NDA	12/09/16	12/22/16	12/22/16	
288		NDA Farmers Market - Add Dynamic Counties	Development		12/06/16	12/06/16	12/06/16	
289		NDA Farmers Market - Add Dynamic Counties	Development of Add Dynamic Counties	Aaron Steager	12/06/16	12/06/16	12/06/16	
290		NDA Farmers Market - Add Dynamic Counties	Test Against Functional Spec	Aaron Steager	12/06/16	12/06/16	12/06/16	
291		NDA Farmers Market - Add Dynamic Counties	Security Scan	Aaron Steager	12/06/16	12/08/16	12/08/16	
292		NDA Farmers Market - Add Dynamic Counties	Development - Pass for QA	Evan Wooten	12/06/16	12/07/16	12/07/16	
293		NDA Farmers Market - Add Dynamic Counties	Review		12/07/16		01/18/17	
294		NDA Farmers Market - Add Dynamic Counties	QA Review		12/07/16	12/07/16	12/07/16	
295		NDA Farmers Market - Add Dynamic Counties	Create QA Feedback Page in Confluence	Neil Sorensen	12/07/16	12/07/16	12/07/16	
296		NDA Farmers Market - Add Dynamic Counties	QA Review/Feedback	Neil Sorensen	12/07/16	12/07/16	12/07/16	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
297		NDA Farmers Market - Add Dynamic Counties	Development for QA Feedback	Aaron Steager	12/07/16	12/07/16	12/07/16	
298		NDA Farmers Market - Add Dynamic Counties	QA Approval of Dev Changes	Neil Sorensen	12/07/16	12/07/16	12/07/16	
299		NDA Farmers Market - Add Dynamic Counties	NDA Testing		12/07/16	01/12/17	01/12/17	
300		NDA Farmers Market - Add Dynamic Counties	NDA Test - Send to NDA	Evan Wooten	12/07/16	12/08/16	12/08/16	
301		NDA Farmers Market - Add Dynamic Counties	NDA Testing Feedback - Received	NDA	12/08/16	12/22/16	12/22/16	
302		NDA Farmers Market - Add Dynamic Counties	NDA Testing Feedback - Development	Aaron Steager	12/22/16	12/30/16	12/30/16	
303		NDA Farmers Market - Add Dynamic Counties	NDA Testing Feedback - QA Review	Neil Sorensen	12/30/16	01/05/17	01/05/17	
304		NDA Farmers Market - Add Dynamic Counties	NDA Testing Feedback - QA Approval	Neil Sorensen	01/05/17	01/05/17	01/05/17	
305		NDA Farmers Market - Add Dynamic Counties	NDA Test Plan - Signed Off Received from NDA	NDA	01/05/17	01/12/17	01/12/17	
306		NDA Farmers Market - Add Dynamic Counties	Schedule Go Live	Evan Wooten	01/12/17	01/18/17	01/18/17	

# Nebraska Department of Banking & Finance Website



Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
1	NDBF Website	04/19/16	01/13/17	01/10/17		184.55d		Ashly Eickmeier	57	46	125		12/15/16
2	Initial Project Tasks	04/19/16	06/24/16	06/24/16	Done	48.5d							
12	Concept	06/06/16	12/08/16			129.5d							
27	Planning	07/20/16	08/10/16	08/10/16	Done	16d							
35	Design Phase	08/11/16	10/17/16	10/17/16	Done	46.9d							
78	Content Phase	08/23/16	09/09/16			59.55d							
79	Propose Reorganization to NDBF	08/23/16	08/23/16	08/23/16	Done	0.05d	38	Levi Campbell					
80	Accept/Decline Reorganization	08/23/16	08/24/16	08/24/16	Done	1d	79	NDBF					
81	Map Content [Milestone #1]	08/24/16	09/02/16	11/16/16		58.5d							
82	Review Google Analytics	08/24/16	08/24/16	08/24/16	Done	0.25d	80	Levi Campbell					
83	Build Flow Chart	08/24/16	08/24/16	08/24/16	Done	0.5d	82	Ashly Eickmeier	1				
84	Review Flow Chart (Internal)	08/24/16	08/24/16	08/24/16	Done	0.05d	83	Ashly Eickmeier					
85	Send Flow Chart to NDBF	08/24/16	08/24/16	11/04/16	Done	51.15d	84	Ashly Eickmeier				Meeting scheduled for 11/4	
86	Provide Changes of Flow Chart - NDBF	11/07/16	08/29/16	11/09/16	In Progress	3d	85	NDBF					
87	Implement Changes from NDBF	11/10/16	08/30/16	11/10/16		0.5d	86	Designer					
88	Send to NDBF for approval	11/10/16	08/30/16	11/10/16		0.05d	87	Designer					
89	Provide Approval - NDBF	11/10/16	09/02/16	11/16/16		3d	88	NDBF					
90	NDBF Revamp Content	08/23/16	09/09/16	09/09/16		14d	38	NDBF					
91	NDBF Provide New or Modified Content	08/23/16	08/31/16	08/31/16		7d	38	NDBF					
92	Development Phase	10/17/16	01/06/17			51.1d							
93	Build Home Page	10/17/16	10/20/16	10/20/16	Done	3d	76	Wes Fairhead	32				
94	Style Mobile View	10/20/16	10/21/16	10/21/16	Done	0.5d	93	Wes Fairhead					
95	Test home page and mobile on multiple browsers	10/21/16	10/24/16	10/21/16	Done	0.5d	94	Wes Fairhead					
96	Fix any issues if found	10/21/16	10/24/16	10/24/16	In Progress	0.5d	95	Wes Fairhead	1				
97	Home Page - Send to NDBF	10/21/16	10/21/16	10/21/16	Done	0.05d		Ashly Eickmeier					
98	Home Page - Receive NDBF Approval	10/21/16	10/31/16	10/26/16	Done	3.9d	97	NDBF					
99	Schedule Meeting with NDBF (Optional)	10/26/16	10/31/16	10/26/16	Done	0.05d	98	Ashly Eickmeier					
100	Website Content	11/01/16	01/06/17			40.4d							
101	Milestone #1 - Industries Section	11/01/16	11/21/16	11/16/16		10.1d	135						
102	Add Website Content	11/01/16	11/08/16	11/03/16		2d	135	Wes Fairhead	2				
103	SEO Optimization	11/03/16	11/09/16	11/04/16		1d	102	Wes Fairhead					
104	Send link(s) to NDBF to review	11/04/16	11/09/16	11/04/16		0.05d	103	Wes Fairhead					
105	Receive Feedback from NDBF	11/04/16	11/15/16	11/09/16		3d	104	NDBF					
106	Make revisions if needed	11/09/16	11/16/16	11/10/16		1d	105	Wes Fairhead					
107	Send updated link(s) to NDBF to review	11/10/16	11/16/16	11/10/16		0.05d	106	Wes Fairhead					
108	Receive NDBF approval	11/10/16	11/21/16	11/16/16		3d	107	NDBF					
109	Milestone #2 - About Section	11/16/16	12/07/16	12/02/16		10.1d	101	Designer					
110	Add Website Content	11/16/16	11/23/16	11/18/16		2d	135	Designer					
111	SEO Optimization	11/18/16	11/28/16	11/21/16		1d	110	Designer					
112	Send link(s) to NDBF to review	11/21/16	11/28/16	11/21/16		0.05d	111	Designer					
113	Receive Feedback from NDBF	11/21/16	12/01/16	11/28/16		3d	112	NDBF					
114	Make revisions if needed	11/28/16	12/02/16	11/29/16		1d	113	Designer					
115	Send updated link(s) to NDBF to review	11/29/16	12/02/16	11/29/16		0.05d	114	Designer					
116	Receive NDBF approval	11/29/16	12/07/16	12/02/16		3d	115	NDBF					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
117	☐ Milestone #3 - Consumers Section	12/02/16	12/21/16	12/16/16		10.1d	109	Designer					
118	Add Website Content	12/02/16	12/09/16	12/06/16		2d	135	Designer					
119	SEO Optimization	12/06/16	12/12/16	12/07/16		1d	118	Designer					
120	Send link(s) to NDBF to review	12/07/16	12/12/16	12/07/16		0.05d	119	Designer					
121	Receive Feedback from NDBF	12/07/16	12/15/16	12/12/16		3d	120	NDBF					
122	Make revisions if needed	12/12/16	12/16/16	12/13/16		1d	121	Designer					
123	Send updated link(s) to NDBF to review	12/13/16	12/16/16	12/13/16		0.05d	122	Designer					
124	Receive NDBF approval	12/13/16	12/21/16	12/16/16		3d	123	NDBF					
125	☐ Milestone #4 - Reports Section	12/16/16	01/06/17	01/03/17		10.1d		Designer					
126	Add Website Content	12/16/16	12/23/16	12/20/16		2d	124	Designer					
127	SEO Optimization	12/20/16	12/27/16	12/21/16		1d	126	Designer					
128	Send link(s) to NDBF to review	12/21/16	12/27/16	12/21/16		0.05d	127	Designer					
129	Receive Feedback from NDBF	12/21/16	12/30/16	12/27/16		3d	128	NDBF					
130	Make revisions if needed	12/27/16	01/03/17	12/28/16		1d	129	Designer					
131	Send updated link(s) to NDBF to review	12/28/16	01/03/17	12/28/16		0.05d	130	Designer					
132	Receive NDBF approval	12/28/16	01/06/17	01/03/17		3d	131	NDBF					
133	Request Permission Roles	10/27/16	11/01/16	10/27/16		0.05d	99	Designer					
134	Define Permission Roles	10/27/16	11/04/16	11/01/16		3d	133	NDBF					
135	Configure Permission Roles	11/01/16	11/04/16	11/01/16		0.5d	134	Designer					
136	☐ Testing & Review	12/07/16	12/30/16			13.25d							
137	Test & Review Website	12/07/16	12/13/16	12/08/16		1d	119	Designer					
138	Testing & Review - QA	12/08/16	12/14/16	12/09/16		1d	137	Neil Sorensen					
139	Testing & Review - Send to NDBF	12/09/16	12/14/16	12/09/16		0.25d	138	Designer					
140	Testing & Review - Feedback Received by NDBF	12/12/16	12/21/16	12/16/16		5d	139	NDBF					
141	Testing & Review - Revisions from NDBF Feedback	12/19/16	12/27/16	12/21/16		3d	140	Designer					
142	Testing & Review - NDBF Approval	12/22/16	12/30/16	12/27/16		3d	141	NDBF					
143	☐ Training	12/28/16	01/03/17			0.55d							
144	Schedule Training	12/28/16	01/03/17	12/28/16		0.05d	142	Designer					
145	Create username and passwords	12/28/16	01/03/17	12/28/16		0.05d	142	Designer					
146	Test all Permissions Before Training	12/28/16	01/03/17	12/28/16		0.5d	144	Designer					
147	Print copies of Step-by-Step guide for those attending training	12/28/16	01/03/17	12/28/16		0.05d	144	Designer				<a href="http://www.nebraska.gov/drupal/drupal-user-guide.pdf">http://www.nebraska.gov/drupal/drupal-user-guide.pdf</a>	
148	Website Training	12/28/16	01/03/17	12/28/16		0.05d	147	Designer					
149	☐ Launch	12/28/16	01/13/17			8.4d							
150	☐ Marketing	12/28/16	01/13/17	01/10/17		8d	143						
151	☐ Press Release (Optional)	12/28/16	01/13/17	01/10/17		8d	143						
152	Management decision if press release should be written	12/28/16	01/05/17	12/30/16		2d	143	Carmen Easley					
153	Create Press Release	12/30/16	01/09/17	01/04/17		2d	152	Sara Larkins					
154	Send to NDBF for Review	01/04/17	01/10/17	01/05/17		0.5d	153	Designer					
155	NDBF Approval	01/05/17	01/13/17	01/10/17		3d	154	NDBF					
156	Send Press Release for NIC Review	01/10/17	01/13/17	01/10/17		0.5d	155	Sara Larkins					
157	☐ Social Media	12/28/16	01/03/17	12/28/16		0.25d							
158	Schedule Posts	12/28/16	01/03/17	12/28/16		0.25d	179	Sara Larkins					
159	Other Marketing Efforts (Optional)	12/28/16	01/04/17	12/29/16		1d	148	Designer					
160	Other Marketing Efforts (Optional)	12/28/16	01/04/17	12/29/16		1d	148	Sara Larkins					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
161	☐ Launch Checklist	12/28/16	01/06/17	01/06/17		6.025d							
162	● Update the Favicon from blue drupal drop to NE.gov square or agency logo (if requested)	12/28/16	01/03/17	12/28/16		0.05d	148	Designer					
163	● Update the "ENTER EMAIL ADDRESS HERE" link on the 404 error page	12/28/16	01/03/17	12/28/16		0.05d	148	Designer					
164	● Move Other Existing Applications on Domain	12/28/16	01/04/17	12/29/16		1d	148	Bruce Rice					
165	☐ Configure Google Analytics	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
166	● Schedule Monthly Report with Demographics Turned On	12/28/16	01/03/17	12/28/16		0.025d	148	Designer				Use this dashboard - <a href="https://www.google.com/analytics/web/template?uid=9Ygo4eIDSoGVZqHfgai0Dw">https://www.google.com/analytics/web/template?uid=9Ygo4eIDSoGVZqHfgai0Dw</a>	
167	● Contact Form? If so, set up in Advanced Mail, including email addresses	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
168	☐ Set up the broken link report (Link Checker module)	12/28/16	01/03/17	12/28/16		0.025d	148	Designer				exclude the following types: 301, 303, and 503	
169	● Add Broken Link Report Link on User Page (for site admins or people that have access to edit all content types only)	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
170	● Copy theme and any new modules into production (if moving site from test server to production server)	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
171	● Remove test events or example content (AKA, clean up the site before launching)	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
172	● Turn developer mode and watch mode off (if using LESS)	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
173	● Build a sitemap with the XML sitemap module	12/28/16	01/03/17	12/28/16		0.025d	148	Designer				(you can also add this to google webmaster tools)	
174	● Verify search box searches the correct website	12/28/16	01/03/17	12/28/16		0.025d	148	Designer				(not using some old Google CSE code from another site)	
175	● Google Webmaster tools - Crawl the site a day before launching	12/28/16	01/03/17	12/28/16		0.025d	148	Designer				If you can't Webmaster tools to verify site, enable the Site Verification module and use the HTML tag method in Webmaster tools	
176	● Use Redirect module to set up any redirects from old pages to new Drupal pages.	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
177	● Add site admins or important users to the NE-Drupal distribution list	12/28/16	01/03/17	12/28/16		0.025d	148	Ashly Eickmeier					
178	● Schedule Launch	12/28/16	01/03/17	12/28/16		0.025d	148	Designer					
179	● Go Live	12/28/16	01/03/17	12/28/16		0.025d	148	Bruce Rice					
180	☐ Post Launch	12/28/16	01/06/17	01/06/17		6d							
181	● Add the NDBF/County to the CMC time tool	12/28/16	01/04/17	12/29/16		1d	179	Bruce Rice					
182	● Charge NDBF: Set Up Costs & Annual Maintenance Fee	12/28/16	01/06/17	01/03/17		3d	179	Anna Arushanova					
183	● Remove scheduled SmartSheets PSR emails	12/28/16	01/11/17	01/06/17		6d	179	Ashly Eickmeier					

# Nebraska Investment Council (NIC) Website



Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
1	Nebraska Investment Council (NIC) Website	05/05/16	02/22/17	02/22/17		201.95d		Ashly Eickmeier	1335	65	63		12/15/16
2	Initial Project Tasks	05/05/16	06/08/16	06/08/16	Done	25d							
12	Concept	05/20/16	11/15/16	07/19/16	Done	43d							
27	Planning	06/24/16	08/12/16	08/12/16	Done	36d							
35	Design Phase	08/03/16	11/14/16	11/09/16	Done	68.95d							
36	Design Meetings	08/15/16	08/18/16	08/18/16	Done	3.05d							
41	Set up new Drupal site	08/18/16	08/25/16	08/25/16	Done	5d	36	Bruce Rice					
42	Logo	08/03/16	11/14/16	10/26/16	Done	59.5d	31						
56	Home Page Mock Up	08/18/16	10/26/16	10/26/16	In Progress	48.65d							
57	Create Home Page Mock Up-- 2 Layouts	08/18/16	09/30/16	09/30/16	Done	31.95d	38	Wes Fairhead	10				
58	Creative Internal Meeting (Home Page Mock Up)	10/03/16	10/04/16	10/04/16	Done	1.05d							
63	Management Review Meeting (Home Page Mock Up)	10/04/16	10/05/16	10/05/16	Done	1.05d							
68	Home Page Mock Up-- Management Approval	10/05/16	10/05/16	10/05/16	Done	0.05d	67	Carmen Easley					
69	Investment Council Meeting (Home Page Mock Up)	10/05/16	10/06/16	10/06/16	In Progress	1.05d							
70	Schedule Meeting with Investment Council (Home Page Mock Up-)	10/05/16	10/06/16	10/06/16	Done	1d	68	Ashly Eickmeier					
71	Meeting with Investment Council (Home Page Mock Up-)	10/06/16	10/06/16	10/06/16	Done	0.05d	70	Ashly Eickmeier					
72	Meeting with Investment Council (Home Page Mock Up-)	10/06/16	10/06/16	10/06/16	Done	0.05d	70	Wes Fairhead					
73	Meeting with Investment Council (Home Page Mock Up-)	10/06/16	10/06/16	10/06/16	Done	0.05d	70	Investment Council					
74	Home Page Mock Up - Investment Council Feedback	10/06/16	10/12/16	10/12/16	In Progress	3d	73	Investment Council					
75	Home Page Mock Up - Revisions from Investment Council Feedback	10/12/16	10/19/16	10/19/16	Done	5d	74	Wes Fairhead	3			Sent second version of mockup for approval to NIC on 10/24/2016	
76	Home Page Mock Up - Send for Investment Council Approval	10/19/16	10/19/16	10/19/16	Done	0.5d	75	Wes Fairhead	3			Sent third version of mockup for approval to NIC on 11/1/2016. Approved Third Mockup. 11/2/16	
77	Home Page Mock Up - Receive Investment Council Approval	10/19/16	10/26/16	10/26/16		5d	76	Investment Council					
78	Mobile Mock Up	10/26/16	11/09/16	11/09/16		9.75d							
79	Create Mobile Mock Up Layout	10/26/16	10/27/16	10/27/16	Done	1d	77	Wes Fairhead	1				
80	Mobile Mock Up- Send to Investment Council	10/27/16	10/27/16	10/27/16	Done	0.25d	79	Wes Fairhead					
81	Mobile Mock Up-- Investment Council Feedback	10/27/16	10/28/16	10/28/16		1d	80	Investment Council					
82	Mobile Mock Up-- Revisions from Investment Council Feedback	10/28/16	10/31/16	10/31/16	Done	0.25d	81	Wes Fairhead					
83	Mobile Mock Up-- Send for Investment Council Approval	10/31/16	10/31/16	10/31/16	Done	0.25d	82	Wes Fairhead				NIC approved Mobile mockup 11/3/16	
84	Mobile Mock Up-- Receive Investment Council Approval	10/31/16	11/01/16	11/01/16		1d	83	Investment Council					
85	Interior Mock up (Optional)	11/01/16	11/07/16	11/07/16		3.75d							
86	Create interior page Mock Up(s)	11/01/16	11/02/16	11/02/16		1d	84	Wes Fairhead					
87	Interior Mock Up - Send to Investment Council	11/02/16	11/02/16	11/02/16		0.25d	86	Wes Fairhead					
88	Interior Mock Up - Receive Investment Council Feedback	11/02/16	11/03/16	11/03/16		1d	87	Investment Council					
89	Interior Mock Up - Revisions from Investment Council Feedback	11/03/16	11/03/16	11/03/16		0.25d	88	Wes Fairhead					
90	Interior Mock Up - Send for Investment Council Approval	11/03/16	11/04/16	11/04/16		0.25d	89	Wes Fairhead					
91	Interior Mock Up - Receive Investment Council Approval	11/04/16	11/07/16	11/07/16		1d	90	Investment Council					
92	Mock Up Approval	11/01/16	11/09/16	11/09/16		6d							
93	Create Mock Up Approval Form	11/01/16	11/01/16	11/01/16		0.5d	84	Wes Fairhead					
94	Mock up Approval Form - Send to Investment Council	11/01/16	11/02/16	11/02/16		0.25d	93	Wes Fairhead					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
95	● Mock Up Approval Form - Receive from Investment Council	11/02/16	11/09/16	11/09/16		5d	94	Investment Council					
96	● Mock Up Approval - Upload in Confluence	11/09/16	11/09/16	11/09/16		0.25d	95	Wes Fairhead					
97	○ Content Phase	08/18/16	11/22/16			66.15d							
98	● Propose Reorganization to Investment Council	08/18/16	08/19/16	08/19/16		1d	38	Wes Fairhead					
99	● Accept/Decline Reorganization	08/19/16	08/22/16	08/22/16		1d	98	Investment Council					
100	○ Map Content	11/09/16	11/22/16	11/22/16		8d							
101	● Review Google Analytics	11/09/16	11/10/16	11/10/16		1d	95	Wes Fairhead					
102	● Build Flow Chart	11/10/16	11/14/16	11/14/16		1d	101	Wes Fairhead					
103	● Review Flow Chart (Internal)	11/14/16	11/15/16	11/15/16		1d	102	Wes Fairhead					
104	● Send Flow Chart to Investment Council	11/15/16	11/16/16	11/16/16		1d	103	Wes Fairhead					
105	● Provide Changes of Flow Chart - Investment Council	11/16/16	11/17/16	11/17/16		1d	104	Investment Council					
106	● Implement Changes from Investment Council	11/17/16	11/18/16	11/18/16		1d	105	Wes Fairhead					
107	● Send to Investment Council for approval	11/18/16	11/21/16	11/21/16		1d	106	Wes Fairhead					
108	○ Provide Approval - Investment Council	11/21/16	11/22/16	11/22/16		1d	107	Investment Council					
109	● Investment Council Revamp Content	08/18/16	08/19/16	08/19/16		1d	38	Investment Council					
110	● Investment Council Provide New or Modified Content	08/18/16	08/19/16	08/19/16		1d	38	Investment Council					
111	○ Development Phase	11/09/16	01/30/17			52d							
112	○ Build Home Page	11/09/16	12/02/16	12/02/16	In Progress	14d	95	Wes Fairhead	15.5				
113	○ Style Mobile View	12/02/16	12/06/16	12/06/16		2d	112	Wes Fairhead					
114	○ Test home page and mobile on multiple browsers	12/06/16	12/07/16	12/07/16		1d	113	Wes Fairhead					
115	○ Fix any issues if found	12/07/16	12/08/16	12/08/16		1d	114						
116	○ Home Page - Send to Investment Council	12/08/16	12/08/16	12/08/16		0.25d	115	Wes Fairhead					
117	○ Home Page - Receive Investment Council Feedback	12/08/16	12/13/16	12/13/16		3d	116	Investment Council					
118	○ Home Page - Revisions from Investment Council Feedback	12/13/16	12/14/16	12/14/16		1d	117	Wes Fairhead					
119	○ Home Page - Send to Investment Council for Approval	12/14/16	12/15/16	12/15/16		1d	118	Wes Fairhead					
120	○ Home Page - Receive Investment Council Approval	12/15/16	12/16/16	12/16/16		1d	119	Investment Council					
121	○ Schedule Meeting with Investment Council (Optional)	12/16/16	12/19/16	12/19/16		1d	120	Wes Fairhead					
122	○ Request Permission Roles	12/19/16	12/19/16	12/19/16		0.5d	121	Wes Fairhead					
123	○ Define Permission Roles	12/19/16	12/27/16	12/27/16		5d	122	Investment Council					
124	○ Configure Permission Roles	12/27/16	12/30/16	12/30/16		3d	123	Wes Fairhead					
125	○ Website Content	12/30/16	01/30/17	01/30/17		18.25d							
126	○ Milestone #1 [Section Here]	12/30/16	01/30/17	01/30/17		18.25d	124						
127	○ Add Website Content	12/30/16	01/11/17	01/11/17		7d	124	Wes Fairhead					
128	○ SEO Optimization	01/11/17	01/12/17	01/12/17		1d	127	Wes Fairhead					
129	○ Send link(s) to Investment Council to review	01/12/17	01/13/17	01/13/17		1d	128	Wes Fairhead					
130	○ Receive Feedback from Investment Council	01/13/17	01/19/17	01/19/17		3d	129	Investment Council					
131	○ Make revisions if needed	01/19/17	01/24/17	01/24/17		3d	130	Wes Fairhead					
132	○ Send updated link(s) to Investment Council to review	01/24/17	01/25/17	01/25/17		0.25d	131	Wes Fairhead					
133	○ Receive Investment Council approval	01/25/17	01/30/17	01/30/17		3d	132	Investment Council					
134	○ Testing & Review	01/30/17	02/08/17			7.25d							
135	○ Test & Review Website	01/30/17	01/31/17	01/31/17		1d	133	Wes Fairhead					
136	○ Testing & Review - QA	01/31/17	02/01/17	02/01/17		1d	135	Neil Sorensen					
137	○ Testing & Review - Send to Investment Council	02/01/17	02/01/17	02/01/17		0.25d	136	Wes Fairhead					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
138	Testing & Review - Feedback Received by Investment Council	02/01/17	02/06/17	02/06/17		3d	137	Investment Council					
139	Testing & Review - Revisions from Investment Council Feedback	02/06/17	02/07/17	02/07/17		1d	138	Wes Fairhead					
140	Testing & Review - Investment Council Approval	02/07/17	02/08/17	02/08/17		1d	139	Investment Council					
141	<input type="checkbox"/> Training	02/08/17	02/09/17			1.5d							
142	Schedule Training	02/08/17	02/08/17	02/08/17		0.5d	140	Wes Fairhead					
143	Create username and passwords	02/08/17	02/08/17	02/08/17		0.25d	140	Wes Fairhead					
144	Test all Permissions Before Training	02/08/17	02/09/17	02/09/17		1d	142	Wes Fairhead					
145	Print copies of Step-by-Step guide for those attending training	02/08/17	02/08/17	02/08/17		0.05d	142	Wes Fairhead				<a href="http://www.nebraska.gov/drupal/drupal-user-guide.pdf">http://www.nebraska.gov/drupal/drupal-user-guide.pdf</a>	
146	Website Training	02/09/17	02/09/17	02/09/17		0.05d	145	Wes Fairhead					
147	<input type="checkbox"/> Launch	02/09/17	02/22/17			8.9d							
148	<input type="checkbox"/> Marketing	02/09/17	02/22/17	02/22/17		8d	141						
149	<input type="checkbox"/> Press Release (Optional)	02/09/17	02/22/17	02/22/17		8d	141						
150	Management decision if press release should be written	02/09/17	02/13/17	02/13/17		2d	141	Carmen Easley					
151	Create Press Release	02/13/17	02/15/17	02/15/17		2d	150	Sara Larkins					
152	Send to Investment Council for Review	02/15/17	02/16/17	02/16/17		0.5d	151	Wes Fairhead					
153	Investment Council Approval	02/16/17	02/22/17	02/22/17		3d	152	Investment Council					
154	Send Press Release for NIC Review	02/22/17	02/22/17	02/22/17		0.5d	153	Sara Larkins					
155	<input type="checkbox"/> Social Media	02/09/17	02/14/17	02/14/17		3d							
156	Schedule Posts	02/09/17	02/14/17	02/14/17		3d		Sara Larkins					
157	Other Marketing Efforts (Optional)	02/09/17	02/10/17	02/10/17		1d	146	Wes Fairhead					
158	Other Marketing Efforts (Optional)	02/09/17	02/10/17	02/10/17		1d	146	Sara Larkins					
159	<input type="checkbox"/> Launch Checklist	02/09/17	02/10/17	02/17/17		6.25d							
160	Update the Favicon from blue drupal drop to NE.gov square or agency logo (if requested)	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead					
161	Update the "ENTER EMAIL ADDRESS HERE" link on the 404 error page	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead					
162	Move Other Existing Applications on Domain	02/09/17	02/10/17	02/10/17		1d	146	Bruce Rice					
163	<input type="checkbox"/> Configure Google Analytics	02/09/17	02/09/17	02/09/17		0.05d	146						
164	Schedule Monthly Report with Demographics Turned On	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead				<a href="https://www.google.com/analytics/web/template?uid=9Ygo4eIDS6GVZqHfga0Dw">Use this dashboard - https://www.google.com/analytics/web/template?uid=9Ygo4eIDS6GVZqHfga0Dw</a>	
165	Contact Form? If so, set up in Advanced Mail, including email addresses	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead					
166	<input type="checkbox"/> Set up the broken link report (Link Checker module)	02/09/17	02/09/17	02/09/17		0.5d	146					exclude the following types: 301, 303, and 503	
167	Add Broken Link Report Link on User Page (for site admins or people that have access to edit all content types only)	02/09/17	02/09/17	02/09/17		0.5d	146	Wes Fairhead					
168	Configure server settings?	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead					
169	Copy theme and any new modules into production (If moving site from test server to production server)	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead					
170	Remove test events or example content (AKA, clean up the site before launching)	02/09/17	02/09/17	02/09/17		0.25d	146	Wes Fairhead					
171	Turn developer mode and watch mode off (If using LESS)	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead					
172	Build a sitemap with the XML sitemap module	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead				(you can also add this to google webmaster tools)	
173	Verify search box searches the correct website	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead				(not using some old Google CSE code from another site)	
174	Google Webmaster tools - Crawl the site a day before launching											If you can't Webmaster tools to verify site, enable the Site Verification module and use the HTML tag method in Webmaster tools	
175	Use Redirect module to set up any redirects from old pages to new Drupal pages.	02/09/17	02/09/17	02/09/17		0.05d	146	Wes Fairhead					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
176	Add site admins or important users to the NE-Drupal distribution list	02/09/17	02/09/17	02/09/17		0.25d	146	Wes Fairhead					
177	Schedule Launch	02/09/17	02/09/17	02/09/17		0.5d	146	Wes Fairhead					
178	Go Live	02/09/17	02/09/17	02/09/17		0.25d	146	Bruce Rice					
179	Post Launch	02/09/17	02/10/17	02/17/17		6d							
180	Add the Investment Council/County to the CMC time tool	02/09/17	02/10/17	02/10/17		1d	178	Bruce Rice					
181	Charge Investment Council: Set Up Costs & Annual Maintenance Fee	02/09/17	02/10/17	02/10/17		1d	178	Anna Arushanova					
182	Remove scheduled SmartSheets PSR emails	02/09/17	02/17/17	02/17/17		6d	178	Ashly Eickmeier					

# NSP Project Status Report



Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
1	<b>NSP - CCW - CCW Renewal</b>	<b>NSP CCW Renewal</b>	<b>Natalie Erb</b>	<b>02/08/16</b>	<b>03/10/17</b>	<b>03/06/17</b>	
2	NSP - CCW - CCW Renewal	Development		08/30/16		01/03/17	
3	NSP - CCW - CCW Renewal	CCW Fillable PDF	Wes Fairhead	09/12/16	12/30/16	09/12/16	In Review
4	NSP - CCW - CCW Renewal	Payment Set Up		08/30/16	01/03/17	01/03/17	
5	NSP - CCW - CCW Renewal	TPE Service Code Setup by DOD (include CDB/TPE Setup Form)	Bruce Rice	10/27/16	11/14/16	11/14/16	
6	NSP - CCW - CCW Renewal	Credit Card Set UP		11/15/16	12/09/16	12/09/16	
7	NSP - CCW - CCW Renewal	Processor Boarding Form (CC)	Anna Arushanova	11/15/16	11/30/16	11/30/16	
8	NSP - CCW - CCW Renewal	Receive Tear Sheet from Elavon	Anna Arushanova	12/01/16	12/07/16	12/07/16	
9	NSP - CCW - CCW Renewal	Provide Monetra Info to NIC Finance	Bruce Rice	12/08/16	12/09/16	12/09/16	
10	NSP - CCW - CCW Renewal	Set up TPE Processor	NIC Finance	12/12/16	12/13/16	12/13/16	
11	NSP - CCW - CCW Renewal	Service Code Request - Enable for Penny Test	Bruce Rice	12/14/16	12/15/16	12/15/16	
12	NSP - CCW - CCW Renewal	Penny Test - Run	Bruce Rice	12/16/16	12/19/16	12/19/16	
13	NSP - CCW - CCW Renewal	Penny Test Confirmation - Send to STO		12/20/16	12/23/16	12/23/16	
14	NSP - CCW - CCW Renewal	Received Penny Test Confirmation from STO	Anna Arushanova	12/27/16	01/03/17	01/03/17	
15	NSP - CCW - CCW Renewal	Create Marketing Plan	Sara Larkins	09/28/16	11/09/16	11/09/16	
16	NSP - CCW - CCW Renewal	Marketing Plan - Implement	Sara Larkins	11/10/16	11/10/16	11/10/16	
17	NSP - CCW - CCW Renewal	Development		09/22/16	12/22/16	12/22/16	
18	NSP - CCW - CCW Renewal	Development Milestone Personal Information and Application Questions	Brian Schmoll	10/12/16	11/04/16	11/04/16	
19	NSP - CCW - CCW Renewal	Personal Information Page	Brian Schmoll	10/12/16	11/04/16	11/04/16	
20	NSP - CCW - CCW Renewal	Display	Brian Schmoll	10/12/16	11/04/16	11/04/16	
21	NSP - CCW - CCW Renewal	Validation	Brian Schmoll	10/12/16	11/04/16	11/04/16	
22	NSP - CCW - CCW Renewal	Confirmation Modal	Brian Schmoll	10/12/16	11/04/16	11/04/16	
23	NSP - CCW - CCW Renewal	Application questions	Brian Schmoll	10/12/16	11/04/16	11/04/16	
24	NSP - CCW - CCW Renewal	Display/JS	Brian Schmoll	10/12/16	11/04/16	11/04/16	
25	NSP - CCW - CCW Renewal	Validation/Redisplay	Brian Schmoll	10/12/16	11/04/16	11/04/16	
26	NSP - CCW - CCW Renewal	Back	Brian Schmoll	10/12/16	11/04/16	11/04/16	
27	NSP - CCW - CCW Renewal	Development Milestone Payment Setup and Data Delivery	Brian Schmoll	11/04/16	12/14/16	12/14/16	
28	NSP - CCW - CCW Renewal	CCP	Brian Schmoll	11/04/16	12/14/16	12/14/16	
29	NSP - CCW - CCW Renewal	Receipt	Brian Schmoll	11/04/16	12/14/16	12/14/16	
30	NSP - CCW - CCW Renewal	Post Payment Process	Brian Schmoll	11/04/16	12/14/16	12/14/16	
31	NSP - CCW - CCW Renewal	Create PDF	Brian Schmoll	11/04/16	12/14/16	12/14/16	
32	NSP - CCW - CCW Renewal	Send Data to Filebound	Brian Schmoll	11/04/16	12/14/16	12/14/16	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
33	NSP - CCW - CCW Renewal	Send Data to RITS	Brian Schmoll	11/04/16	12/14/16	12/14/16	
34	NSP - CCW - CCW Renewal	Add Test Link to Wiki	Brian Schmoll	11/04/16	12/14/16	12/14/16	
35	NSP - CCW - CCW Renewal	Test Against Functional Spec	Brian Schmoll	12/14/16	12/22/16	12/22/16	
36	NSP - CCW - CCW Renewal	Security Scan	Brian Schmoll	12/14/16	12/19/16	12/19/16	
37	NSP - CCW - CCW Renewal	Marketing Plan - Review	Sara Larkins	11/14/16	11/18/16	11/18/16	
38	NSP - CCW - CCW Renewal	Review		09/23/16		03/06/17	
39	NSP - CCW - CCW Renewal	Scrum	Natalie Erb	12/22/16	12/22/16	12/22/16	
40	NSP - CCW - CCW Renewal	Create QA Feedback Page in Confluence	Neil Sorensen	12/22/16	12/22/16	12/22/16	
41	NSP - CCW - CCW Renewal	QA Review	Neil Sorensen	12/22/16	12/30/16	12/30/16	
42	NSP - CCW - CCW Renewal	Development for QA Feedback	Brian Schmoll	12/30/16	01/03/17	01/04/17	
43	NSP - CCW - CCW Renewal	QA Approval of Dev Changes	Neil Sorensen	01/03/17	01/04/17	01/06/17	
44	NSP - CCW - CCW Renewal	Create Partner Test Plan	Neil Sorensen	01/04/17	01/04/17	01/06/17	
45	NSP - CCW - CCW Renewal	Partner Testing Meeting - Schedule	Natalie Erb	01/04/17	01/09/17	01/11/17	
46	NSP - CCW - CCW Renewal	Partner Testing Meeting	Natalie Erb	01/09/17	01/24/17	01/26/17	
47	NSP - CCW - CCW Renewal	Partner Test Plan - Send to Partner	Natalie Erb	01/24/17	01/26/17	01/30/17	
48	NSP - CCW - CCW Renewal	Partner Testing	NSP	01/26/17	02/09/17	02/13/17	
49	NSP - CCW - CCW Renewal	Partner Testing Feedback - Received	NSP	02/09/17	02/10/17	02/10/17	
50	NSP - CCW - CCW Renewal	Partner Testing Feedback - Development	Brian Schmoll	02/10/17	02/14/17	02/14/17	
51	NSP - CCW - CCW Renewal	Partner Testing Feedback - QA Review	Neil Sorensen	02/14/17	02/14/17	02/14/17	
52	NSP - CCW - CCW Renewal	Partner Test Plan - Signed Off Copy Received from Partner	NSP	02/14/17	03/01/17	03/01/17	
53	NSP - CCW - CCW Renewal	Schedule Go Live	Natalie Erb	03/01/17	03/06/17	03/06/17	
54	NSP - CCW - CCW Renewal	Service Code Request - Enable	Bruce Rice	03/06/17	03/09/17	03/09/17	
55	NSP - CCW - CCW Renewal	Demo for Support	Natalie Erb	03/01/17	03/09/17	03/09/17	
56	NSP - Appointment Calendar - Calendaring	NSP - Appointment Calendar - Calendaring	Natalie Erb	04/28/16	06/27/17	07/14/17	
57	NSP - Appointment Calendar - Calendaring	Proposal		05/04/16		11/14/16	
58	NSP - Appointment Calendar - Calendaring	Process Flow Chart - Received from Partner	Partner	10/31/16	11/14/16	11/14/16	In Progress
59	NSP - Appointment Calendar - Calendaring	Planning		06/20/16		07/14/17	
60	NSP - Appointment Calendar - Calendaring	Planning Meeting(s)	Natalie Erb	08/23/16	11/16/16	12/06/16	
61	NSP - Appointment Calendar - Calendaring	Planning Meeting(s) Developer	DEV	08/23/16	11/16/16	12/06/16	
62	NSP - Appointment Calendar - Calendaring	Prototype		11/17/16	01/18/17	02/03/17	
63	NSP - Appointment Calendar - Calendaring	Create Data Map	Natalie Erb	11/17/16	11/23/16	12/13/16	
64	NSP - Appointment Calendar - Calendaring	Schedule Prototype Internal Meeting	Natalie Erb	11/28/16	11/30/16	12/16/16	
65	NSP - Appointment Calendar - Calendaring	Prototype Internal Meeting	Natalie Erb	12/01/16	12/05/16	12/21/16	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
66	NSP - Appointment Calendar - Calendaring	Prototype Internal Meeting - UI/UX	Wiedel, Caleb	12/01/16	12/05/16	12/21/16	
67	NSP - Appointment Calendar - Calendaring	Prototype Internal Meeting - QA	Neil Sorensen	12/01/16	12/05/16	12/21/16	
68	NSP - Appointment Calendar - Calendaring	Prototype Development and Testing	Wiedel, Caleb	12/06/16	12/12/16	12/29/16	
69	NSP - Appointment Calendar - Calendaring	Prototype - Review by QA	Neil Sorensen	12/13/16	12/15/16	01/04/17	
70	NSP - Appointment Calendar - Calendaring	Prototype - PM Approval	Natalie Erb	12/13/16	12/15/16	01/04/17	
71	NSP - Appointment Calendar - Calendaring	Schedule Prototype - Meeting with Partner	Natalie Erb	12/16/16	12/20/16	01/09/17	
72	NSP - Appointment Calendar - Calendaring	Prototype - Meeting with Partner	Natalie Erb	12/16/16	12/22/16	01/11/17	
73	NSP - Appointment Calendar - Calendaring	Prototype - Meeting with Partner - UI/UX	Wiedel, Caleb	12/16/16	12/22/16	01/11/17	
74	NSP - Appointment Calendar - Calendaring	Prototype - Meeting with Partner - QA	Neil Sorensen	12/16/16	12/22/16	01/11/17	
75	NSP - Appointment Calendar - Calendaring	Prototype - Send to Partner	Natalie Erb	12/23/16	12/23/16	01/12/17	
76	NSP - Appointment Calendar - Calendaring	Prototype - Feedback by Partner	Partner	12/23/16	01/10/17	01/27/17	
77	NSP - Appointment Calendar - Calendaring	Prototype - Changes from Partner Feedback - UI/UX	Wiedel, Caleb	01/10/17	01/12/17	01/31/17	
78	NSP - Appointment Calendar - Calendaring	Prototype - Approval by Partner	Partner	01/12/17	01/18/17	02/03/17	
79	NSP - Appointment Calendar - Calendaring	Functional Specifications		12/13/16	02/06/17	02/23/17	
80	NSP - Appointment Calendar - Calendaring	Create Functional Spec	Natalie Erb	12/13/16	01/04/17	01/23/17	
81	NSP - Appointment Calendar - Calendaring	Hours Estimate (Final) - Provided by Developer	DEV	01/05/17	01/11/17	01/30/17	
82	NSP - Appointment Calendar - Calendaring	Functional Spec - Approval from Developer	DEV	01/05/17	01/11/17	01/30/17	
83	NSP - Appointment Calendar - Calendaring	Prototype - Update	Wiedel, Caleb	01/12/17	01/17/17	02/02/17	
84	NSP - Appointment Calendar - Calendaring	Functional Spec - Review by QA	Neil Sorensen	01/12/17	01/19/17	02/06/17	
85	NSP - Appointment Calendar - Calendaring	Functional Spec - Send to Partner	Natalie Erb	01/12/17	01/26/17	02/13/17	
86	NSP - Appointment Calendar - Calendaring	Functional Spec - Received Partner Approval	Partner	01/27/17	01/27/17	02/14/17	
87	NSP - Appointment Calendar - Calendaring	Functional Spec - Signed by GM	Brent Hoffman	01/27/17	02/01/17	02/17/17	
88	NSP - Appointment Calendar - Calendaring	Functional Spec - Provide Original Signed Copy to Partner	Natalie Erb	02/01/17	02/06/17	02/23/17	
89	NSP - Appointment Calendar - Calendaring	Functional Spec - Upload to Confluence	Natalie Erb	02/01/17	02/06/17	02/23/17	
90	NSP - Appointment Calendar - Calendaring	Schedule Resource	Natalie Erb	01/12/17	01/19/17	02/06/17	
91	NSP - Appointment Calendar - Calendaring	Timeline - Provide to Partner	Natalie Erb	01/12/17	01/19/17	02/06/17	
92	NSP - Appointment Calendar - Calendaring	Addendum		01/12/17	06/27/17	07/14/17	
93	NSP - Appointment Calendar - Calendaring	Addendum - Send to Partner	Natalie Erb	01/20/17	01/20/17	02/07/17	
94	NSP - Appointment Calendar - Calendaring	Addendum - Received from Partner	Partner	01/23/17	02/03/17	02/22/17	
95	NSP - Appointment Calendar - Calendaring	Addendum - Signed by GM	Brent Hoffman	02/06/17	02/08/17	02/27/17	
96	NSP - Appointment Calendar - Calendaring	Addendum - Sent to NSRB to Schedule for Board Meeting	Natalie Erb	02/09/17	02/13/17	03/02/17	
97	NSP - Appointment Calendar - Calendaring	Addendum - Received from NSRB, Signed by All Parties	Freddy Pika	02/14/17	06/22/17	07/11/17	
98	NSP - Appointment Calendar - Calendaring	Addendum - Upload to CDB/Contract Library	Freddy Pika	06/23/17	06/27/17	07/14/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
99	●	NSP - Appointment Calendar - Calendaring	Addendum - Provide Signed Original Copy to Partner	Freddy Pika	06/23/17	06/27/17	07/14/17	
100	●	NSP - Appointment Calendar - Calendaring	Development		01/27/17		03/21/17	
101	●	NSP - Appointment Calendar - Calendaring	Payment Set Up		01/27/17	03/03/17	03/21/17	
102	●	NSP - Appointment Calendar - Calendaring	Send Addenda Setup Form to Partner	Natalie Erb	01/27/17	01/31/17	02/16/17	
103	●	NSP - Appointment Calendar - Calendaring	Received Addenda Setup Form from Partner	Partner	01/31/17	02/07/17	02/24/17	
104	●	NSP - Appointment Calendar - Calendaring	CDB/TPE Setup Form	Natalie Erb	02/07/17	02/09/17	02/28/17	
105	●	NSP - Appointment Calendar - Calendaring	CDB/TPE Setup (include signed addenda and addendum)	Anna Arushanova	02/09/17	02/14/17	03/03/17	
106	●	NSP - Appointment Calendar - Calendaring	TPE Service Code Setup by DOD (include CDB/TPE Setup Form)	Bruce Rice	02/14/17	02/17/17	03/08/17	
107	●	NSP - Appointment Calendar - Calendaring	ACH Set Up		01/27/17	02/10/17	03/01/17	
108	●	NSP - Appointment Calendar - Calendaring	Set up ACH Pay	Anna Arushanova	01/27/17	02/10/17	03/01/17	
109	●	NSP - Appointment Calendar - Calendaring	Credit Card Set UP		01/27/17	02/13/17	03/02/17	
110	●	NSP - Appointment Calendar - Calendaring	Processor Boarding Form (CC)	Anna Arushanova	01/27/17	02/01/17	02/17/17	
111	●	NSP - Appointment Calendar - Calendaring	Receive Tear Sheet from Elavon	Anna Arushanova	02/01/17	02/08/17	02/27/17	
112	●	NSP - Appointment Calendar - Calendaring	Provide Monetra Info to NIC Finance	Bruce Rice	02/08/17	02/13/17	03/02/17	
113	●	NSP - Appointment Calendar - Calendaring	Set up TPE Processor	NIC Finance	02/13/17	02/16/17	03/07/17	
114	●	NSP - Appointment Calendar - Calendaring	Service Code Request - Enable for Penny Test	Bruce Rice	02/16/17	02/21/17	03/09/17	
115	●	NSP - Appointment Calendar - Calendaring	Penny Test - Run	Bruce Rice	02/21/17	02/22/17	03/10/17	
116	●	NSP - Appointment Calendar - Calendaring	Penny Test Confirmation - Send to STO	Natalie Erb	02/22/17	02/24/17	03/14/17	
117	●	NSP - Appointment Calendar - Calendaring	Received Penny Test Confirmation from STO	STO	02/24/17	03/03/17	03/21/17	
118	●	NSP - Appointment Calendar - Calendaring	Schedule Marketing Plan Meeting	Natalie Erb	01/27/17	02/01/17	02/17/17	
119	●	NSP - Appointment Calendar - Calendaring	Create Marketing Plan	Sara Larkins	02/01/17	02/08/17	02/27/17	
120	●	NSP - Appointment Calendar - Calendaring	Data - Request Test Cases from Partner	Natalie Erb	01/27/17	02/01/17	02/17/17	
121	●	NSP - Appointment Calendar - Calendaring	Data - Received Test Cases from Partner	Partner	02/01/17	02/15/17	03/06/17	
122	●	NSP - Appointment Calendar - Calendaring	Development		01/27/17	03/06/17	03/06/17	
123	●	NSP - Appointment Calendar - Calendaring	Scrum	Natalie Erb	01/27/17	03/06/17	03/06/17	
124	●	NSP - Appointment Calendar - Calendaring	Scrum Developer	DEV	01/27/17	03/06/17	03/06/17	
125	●	NSP - Appointment Calendar - Calendaring	Data - Receipt Method Ready	Natalie Erb	01/27/17	01/30/17	01/30/17	
126	●	NSP - Appointment Calendar - Calendaring	Data - Delivery Method Ready	Natalie Erb	01/27/17	01/30/17	01/30/17	
127	●	NSP - Appointment Calendar - Calendaring	Development Milestone #1		01/27/17	02/15/17	02/15/17	
128	●	NSP - Appointment Calendar - Calendaring	Request for Dev/Test/Prod Database Setup to ETS (GRAILS only)	DEV	01/27/17	01/30/17	01/30/17	
129	●	NSP - Appointment Calendar - Calendaring	Request for F5 Setup to ETS (GRAILS only)	DEV	01/27/17	01/30/17	01/30/17	
130	●	NSP - Appointment Calendar - Calendaring	Request CDB Web Access Groups by Developer	DEV	01/27/17	01/30/17	01/30/17	
131	●	NSP - Appointment Calendar - Calendaring	Google Analytics	DEV	01/27/17	01/27/17	01/27/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
132	●	NSP - Appointment Calendar - Calendaring	App Manager	DEV	01/27/17	01/30/17	01/30/17	
133	●	NSP - Appointment Calendar - Calendaring	Global Messaging	DEV	01/30/17	01/30/17	01/30/17	
134	●	NSP - Appointment Calendar - Calendaring	Development of User Side	DEV	01/27/17	02/15/17	02/15/17	
135	●	NSP - Appointment Calendar - Calendaring	Development Milestone #2		02/15/17	03/06/17	03/06/17	
136	●	NSP - Appointment Calendar - Calendaring	Add Test Link to Wiki	DEV	02/15/17	02/15/17	02/15/17	
137	●	NSP - Appointment Calendar - Calendaring	Development of Admin	DEV	02/15/17	03/06/17	03/06/17	
138	●	NSP - Appointment Calendar - Calendaring	Test Against Functional Spec	DEV	03/06/17	03/14/17	03/14/17	
139	●	NSP - Appointment Calendar - Calendaring	Security Scan	DEV	03/14/17	03/16/17	03/16/17	
140	●	NSP - Appointment Calendar - Calendaring	Development - Pass for QA	Natalie Erb	03/14/17	03/15/17	03/15/17	
141	●	NSP - Appointment Calendar - Calendaring	Marketing Plan - Implement	Sara Larkins	03/15/17	03/29/17	03/29/17	
142	●	NSP - Appointment Calendar - Calendaring	Review		03/15/17		05/23/17	
143	●	NSP - Appointment Calendar - Calendaring	Scrum	Natalie Erb	03/15/17	03/29/17	03/29/17	
144	●	NSP - Appointment Calendar - Calendaring	Scrum QA	Neil Sorensen	03/15/17	03/29/17	03/29/17	
145	●	NSP - Appointment Calendar - Calendaring	QA Review		03/15/17	03/23/17	03/23/17	
146	●	NSP - Appointment Calendar - Calendaring	Create QA Feedback Page in Confluence	Neil Sorensen	03/15/17	03/15/17	03/15/17	
147	●	NSP - Appointment Calendar - Calendaring	QA Review/Feedback	Neil Sorensen	03/15/17	03/20/17	03/20/17	
148	●	NSP - Appointment Calendar - Calendaring	Development for QA Feedback	DEV	03/21/17	03/22/17	03/22/17	
149	●	NSP - Appointment Calendar - Calendaring	QA Approval of Dev Changes	Neil Sorensen	03/22/17	03/23/17	03/23/17	
150	●	NSP - Appointment Calendar - Calendaring	Create Partner Test Plan	Neil Sorensen	03/23/17	03/23/17	03/23/17	
151	●	NSP - Appointment Calendar - Calendaring	Partner Testing		03/23/17	05/09/17	05/09/17	
152	●	NSP - Appointment Calendar - Calendaring	Partner Testing Meeting - Schedule	Natalie Erb	03/23/17	03/28/17	03/28/17	
153	●	NSP - Appointment Calendar - Calendaring	Partner Testing Meeting	Natalie Erb	03/28/17	04/04/17	04/04/17	
154	●	NSP - Appointment Calendar - Calendaring	Set up Test Users in CDB for Partner	Natalie Erb	04/04/17	04/04/17	04/04/17	
155	●	NSP - Appointment Calendar - Calendaring	Partner Test Plan - Send to Partner	Natalie Erb	04/04/17	04/04/17	04/04/17	
156	●	NSP - Appointment Calendar - Calendaring	Partner Testing Feedback - Received	Partner	04/04/17	04/18/17	04/18/17	
157	●	NSP - Appointment Calendar - Calendaring	Partner Testing Feedback - Development	Dev	04/18/17	04/25/17	04/25/17	
158	●	NSP - Appointment Calendar - Calendaring	Partner Testing Feedback - QA Review	Neil Sorensen	04/25/17	05/01/17	05/01/17	
159	●	NSP - Appointment Calendar - Calendaring	Partner Testing Feedback - QA Approval	Neil Sorensen	05/01/17	05/02/17	05/02/17	
160	●	NSP - Appointment Calendar - Calendaring	Partner Test Plan - Signed Off Received from Partner	Partner	05/02/17	05/09/17	05/09/17	
161	●	NSP - Appointment Calendar - Calendaring	Partner Training (TPE)		03/15/17	03/31/17	03/31/17	
162	●	NSP - Appointment Calendar - Calendaring	Partner TPE Training - Schedule	Natalie Erb	03/15/17	03/20/17	03/20/17	
163	●	NSP - Appointment Calendar - Calendaring	Partner TPE Training - Meeting	Natalie Erb	03/20/17	03/27/17	03/27/17	
164	●	NSP - Appointment Calendar - Calendaring	Request for TPE New Users	Natalie Erb	03/27/17	03/28/17	03/28/17	

	Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Task Status
165		NSP - Appointment Calendar - Calendaring	Set Up TPE Users	Freddy Pika	03/28/17	03/31/17	03/31/17	
166		NSP - Appointment Calendar - Calendaring	Schedule Go Live	Natalie Erb	05/09/17	05/12/17	05/12/17	
167		NSP - Appointment Calendar - Calendaring	Service Code Request - Enable	Bruce Rice	05/12/17	05/17/17	05/17/17	
168		NSP - Appointment Calendar - Calendaring	Demo for Support	Natalie Erb	05/09/17	05/23/17	05/23/17	

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
1	● SOS - UCC XML Filing	SOS - UCC XML Filing	Jane Rihaneck	08/13/13	02/06/17	01/13/17	903d			15
2	● SOS - UCC XML Filing	Planning		08/01/16		09/27/16	71d			
3	● SOS - UCC XML Filing	Functional Specifications		08/09/16	11/08/16	09/27/16	65d	Done		
4	● SOS - UCC XML Filing	Functional Spec & UIG - Received Partner Approval	SOS	10/26/16	11/01/16	10/03/16	5d			
5	● SOS - UCC XML Filing	Functional Spec & UIG - Signed by GM	Brent Hoffman	11/02/16	11/04/16	10/06/16	3d			
6	● SOS - UCC XML Filing	Functional Spec & UIG - Provide Signed Copy to Partner	Jane Rihaneck	11/07/16	11/08/16	10/10/16	2d			
7	● SOS - UCC XML Filing	Development		09/26/16		10/27/16	41d			
8	● SOS - UCC XML Filing	Development		11/01/16	11/23/16	10/27/16	15d			
9	● SOS - UCC XML Filing	Scrum	Jane Rihaneck	11/09/16	11/23/16	10/24/16	10d			
10	● SOS - UCC XML Filing	Data - Receipt Method Ready	Brian Schmoll	11/02/16	11/08/16	10/17/16	5d			
11	● SOS - UCC XML Filing	Data - Delivery Method Ready	Brian Schmoll	11/01/16	11/01/16	10/10/16	0			
12	● SOS - UCC XML Filing	Development	Brian Schmoll	11/02/16	11/03/16	10/17/16	2d		20	
13	● SOS - UCC XML Filing	Test Against Functional Spec	Brian Schmoll	11/04/16	11/07/16	10/19/16	2d			
14	● SOS - UCC XML Filing	Security Scan	Brian Schmoll	11/08/16	11/16/16	10/27/16	6d			
15	● SOS - UCC XML Filing	Review		11/04/16		11/24/16	28d			
16	● SOS - UCC XML Filing	Filing Company Testing		11/04/16	12/13/16	11/21/16	25d			
17	● SOS - UCC XML Filing	Company #1 - Contact for Testing Availability	Jane Rihaneck	11/04/16	11/04/16	10/18/16	1d			
18	● SOS - UCC XML Filing	Company #1 - Send Functional Specs	Jane Rihaneck	11/07/16	11/07/16	10/19/16	1d			
19	● SOS - UCC XML Filing	Company #1 - Testing	3rd Party Tester	11/08/16	11/30/16	11/08/16	14d			
20	● SOS - UCC XML Filing	Company #1 - Testing Feedback Received	3rd Party Tester	12/01/16	12/01/16	11/09/16	1d			
21	● SOS - UCC XML Filing	Company #1 - Testing Feedback Development	Brian Schmoll	12/02/16	12/02/16	11/10/16	1d			
22	● SOS - UCC XML Filing	Company #1 - Testing Feedback Verified	3rd Party Tester	12/05/16	12/07/16	11/15/16	3d			
23	● SOS - UCC XML Filing	Company #1 - Partner Verify Testing Results	3rd Party Tester	12/08/16	12/12/16	11/18/16	3d			
24	● SOS - UCC XML Filing	Company #1 - Partner Testing Sign Off	SOS	12/13/16	12/13/16	11/21/16	1d			
25	● SOS - UCC XML Filing	Company #2 - Contact for Testing Availability	Jane Rihaneck	11/04/16	11/04/16	10/18/16	1d			
26	● SOS - UCC XML Filing	Company #2 - Send Functional Specs	Jane Rihaneck	11/07/16	11/07/16	10/19/16	1d			
27	● SOS - UCC XML Filing	Company #2 - Testing	3rd Party Tester	11/08/16	11/30/16	11/08/16	14d			
28	● SOS - UCC XML Filing	Company #2 - Testing Feedback Received	3rd Party Tester	12/01/16	12/01/16	11/09/16	1d			
29	● SOS - UCC XML Filing	Company #2 - Testing Feedback Development	Brian Schmoll	12/02/16	12/02/16	11/10/16	1d			
30	● SOS - UCC XML Filing	Company #2 - Testing Feedback Verified	3rd Party Tester	12/05/16	12/07/16	11/15/16	3d			
31	● SOS - UCC XML Filing	Company #2 - Partner Verify Testing Results	SOS	12/08/16	12/12/16	11/18/16	3d			
32	● SOS - UCC XML Filing	Company #2 - Partner Verify Testing Feedback	SOS	12/13/16	12/13/16	11/21/16	1d			
33	● SOS - UCC XML Filing	Schedule Go-Live	Jane Rihaneck	12/14/16	12/16/16	11/24/16	3d			
34	● SOS - eDocs - Statement of Change Page	SOS - eDocs - Statement of Change Page	Jane Rihaneck	08/17/16	12/12/16	11/28/16	79.24d			11
35	● SOS - eDocs - Statement of Change Page	Planning		08/31/16		10/28/16	52d			
36	● SOS - eDocs - Statement of Change Page	Change Request		08/31/16	11/14/16	10/28/16	52d			
37	● SOS - eDocs - Statement of Change Page	Change Request - Received from Partner	SOS	10/04/16	11/03/16	10/11/16	22d	Done		
38	● SOS - eDocs - Statement of Change Page	Change Request - Signed by GM	Brent Hoffman	11/03/16	11/03/16	10/14/16	0	Done		
39	● SOS - eDocs - Statement of Change Page	Change Request - Provide Original Signed Copy to Partner	Jane Rihaneck	11/03/16	11/03/16	10/17/16	0	Done		
40	● SOS - eDocs - Statement of Change Page	Schedule Resource	Jane Rihaneck	11/04/16	11/10/16	10/24/16	5d			
41	● SOS - eDocs - Statement of Change Page	Timeline - Provide to Partner	Jane Rihaneck	11/14/16	11/14/16	10/25/16	1d			
42	● SOS - eDocs - Statement of Change Page	Development		11/10/16		10/27/16	2d			
43	● SOS - eDocs - Statement of Change Page	Development		11/10/16	11/15/16	10/27/16	2d			
44	● SOS - eDocs - Statement of Change Page	Scrum	Jane Rihaneck	11/10/16	11/10/16	10/24/16	0			
45	● SOS - eDocs - Statement of Change Page	Development	Brian Schmoll	11/14/16	11/14/16	10/25/16	0.75d		4.5	
46	● SOS - eDocs - Statement of Change Page	Test Against Change Request	Brian Schmoll	11/14/16	11/14/16	10/26/16	0.25d		1.5	
47	● SOS - eDocs - Statement of Change Page	Security Scan	Brian Schmoll	11/15/16	11/15/16	10/27/16	1d			
48	● SOS - eDocs - Statement of Change Page	Review		11/16/16		11/22/16	12.74d			

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
49	● SOS - eDocs - Statement of Change Page	Create QA Feedback Page in Confluence	Neil Sorensen	11/16/16	11/16/16	10/28/16	1d			
50	● SOS - eDocs - Statement of Change Page	QA Review	Neil Sorensen	11/17/16	11/17/16	11/01/16	0.15d			0.9
51	● SOS - eDocs - Statement of Change Page	Development for QA Feedback	Brian Schmoll	11/17/16	11/17/16	11/02/16	0.04d			0.23
52	● SOS - eDocs - Statement of Change Page	QA Approval of Dev Changes	Neil Sorensen	11/17/16	11/17/16	11/04/16	0.05d			0.3
53	● SOS - eDocs - Statement of Change Page	Partner Testing	SOS	11/17/16	11/22/16	11/09/16	3d			
54	● SOS - eDocs - Statement of Change Page	Partner Testing Feedback - Received	SOS	11/22/16	11/23/16	11/10/16	1d			
55	● SOS - eDocs - Statement of Change Page	Partner Testing Feedback - Development	Brian Schmoll	11/23/16	11/28/16	11/14/16	1d			
56	● SOS - eDocs - Statement of Change Page	Partner Testing Feedback - QA Review	Neil Sorensen	11/28/16	11/30/16	11/16/16	2d			
57	● SOS - eDocs - Statement of Change Page	Partner Testing Feedback - QA Approval	Neil Sorensen	11/30/16	12/01/16	11/17/16	1d			
58	● SOS - eDocs - Statement of Change Page	Partner Testing - Sign Off	SOS	12/01/16	12/06/16	11/22/16	3d			
59	● SOS - eDocs - Statement of Change Page	Schedule Go-Live	Jane Rihaneck	12/06/16	12/06/16	11/22/16	0.5d			
60	● SOS - eDocs - Re-template	SOS - eDocs - Re-template	Jane Rihaneck	06/23/14	03/17/17	10/21/16	707d			19
61	● SOS - eDocs - Re-template	Review		10/03/16	03/17/17	10/13/16	112d	Done		
62	● SOS - eDocs - Re-template	Create QA Feedback Page in Confluence	Neil Sorensen	11/08/16	11/08/16	07/04/16	1d	Done		
63	● SOS - eDocs - Re-template	QA Review	Neil Sorensen	11/09/16	12/07/16	07/28/16	18d	Done		
64	● SOS - eDocs - Re-template	PM Review	Jane Rihaneck	11/09/16	03/17/17	07/28/16	86d	Done		3
65	● SOS - eDocs - Re-template	Development for QA Feedback	Brian Schmoll	12/08/16	12/12/16	08/02/16	3d	Done		
66	● SOS - eDocs - Re-template	QA Approval of Dev Changes	Neil Sorensen	12/13/16	01/03/17	08/22/16	14d	Done		
67	● SOS - eDocs - Re-template	Create Partner Test Plan	Neil Sorensen	01/04/17	01/10/17	08/29/16	5d	Done		
68	● SOS - eDocs - Re-template	Partner Testing	SOS	01/11/17	01/26/17	09/13/16	11d	Done		
69	● SOS - eDocs - Re-template	Partner Testing Feedback - Received	SOS	01/27/17	01/27/17	09/14/16	1d	Done		
70	● SOS - eDocs - Re-template	Partner Testing Feedback - Development	Brian Schmoll	01/30/17	03/17/17	09/30/16	34d	Done		
71	● SOS - eDocs - Re-template	Partner Testing Feedback - QA Approval	Neil Sorensen	10/17/16	11/02/16	10/06/16	13d	Done		
72	● SOS - eDocs - Re-template	Partner Testing - Sign Off	SOS	11/03/16	11/04/16	10/21/16	2d	Done		
73	● SOS - eDocs - Re-template	Security Scan	Brian Schmoll	11/07/16	11/07/16	07/01/16	1d	Done		
74	● SOS - eDocs - Re-template	Schedule Go-Live	Jane Rihaneck	11/04/16	11/04/16	10/26/16	0	Done		
75	● SOS - LLC Biennial & LLP Annual Report Filings	SOS - LLC Biennial & LLP Annual Report Filings	Jane Rihaneck	07/20/16	12/08/16	12/23/16	97.31d			10
76	● SOS - LLC Biennial & LLP Annual Report Filings	Planning		08/17/16		10/11/16	61d			
77	● SOS - LLC Biennial & LLP Annual Report Filings	Change Request		08/18/16	11/03/16	10/12/16	55d			
78	● SOS - LLC Biennial & LLP Annual Report Filings	Change Request - Received from Partner	SOS	10/04/16	11/03/16	10/06/16	22d	Done		
79	● SOS - LLC Biennial & LLP Annual Report Filings	Change Request - Signed by GM	Brent Hoffman	11/03/16	11/03/16	10/07/16	0	Done		
80	● SOS - LLC Biennial & LLP Annual Report Filings	Change Request - Provide Original Signed Copy to Partner	Jane Rihaneck	11/03/16	11/03/16	10/12/16	0	Done		
81	● SOS - LLC Biennial & LLP Annual Report Filings	Change Request - Upload to Confluence	Jane Rihaneck	11/03/16	11/03/16	10/12/16	0	Done		
82	● SOS - LLC Biennial & LLP Annual Report Filings	Schedule Resource	Jane Rihaneck	11/04/16	11/10/16	10/13/16	5d			
83	● SOS - LLC Biennial & LLP Annual Report Filings	Timeline - Provide to Partner	Jane Rihaneck	11/04/16	11/10/16	10/13/16	5d			
84	● SOS - LLC Biennial & LLP Annual Report Filings	Review		10/19/16		12/05/16	23.02d			
85	● SOS - LLC Biennial & LLP Annual Report Filings	Partner Testing		10/20/16	11/17/16	11/30/16	19d			
86	● SOS - LLC Biennial & LLP Annual Report Filings	Partner Testing Feedback - Received	SOS	10/20/16	10/31/16	11/10/16	7d			
87	● SOS - LLC Biennial & LLP Annual Report Filings	Partner Testing Feedback - Development	Brian Schmoll	10/31/16	11/04/16	11/17/16	4d			
88	● SOS - LLC Biennial & LLP Annual Report Filings	Partner Testing Feedback - QA Review	Neil Sorensen	11/04/16	11/08/16	11/22/16	2d			
89	● SOS - LLC Biennial & LLP Annual Report Filings	Partner Testing Feedback - QA Approval	Neil Sorensen	11/08/16	11/09/16	11/23/16	0.5d			
90	● SOS - LLC Biennial & LLP Annual Report Filings	Partner - Sign-off Received	SOS	11/09/16	11/17/16	11/30/16	5d			
91	● SOS - LLC Biennial & LLP Annual Report Filings	Schedule Go-Live	Jane Rihaneck	11/17/16	11/22/16	12/05/16	3d			
92	● SOS - Nonprofit Corp Report Filings	SOS - Nonprofit Corp Report Filings	Jane Rihaneck	07/20/16	01/17/17	12/22/16	123d			35
93	● SOS - Nonprofit Corp Report Filings	Planning		08/17/16		10/11/16	66d			
94	● SOS - Nonprofit Corp Report Filings	Change Request		08/18/16	11/03/16	10/10/16	55d			
95	● SOS - Nonprofit Corp Report Filings	Change Request - Received from Partner	SOS	10/04/16	11/03/16	10/05/16	22d	Done		
96	● SOS - Nonprofit Corp Report Filings	Change Request - Signed by GM	Brent Hoffman	11/03/16	11/03/16	10/06/16	0	Done		
97	● SOS - Nonprofit Corp Report Filings	Change Request - Provide Original Signed Copy to Partner	Jane Rihaneck	11/03/16	11/03/16	10/11/16	0	Done		

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
98	● SOS - Nonprofit Corp Report Filings	Change Request - Upload to Confluence	Jane Rihaneck	11/03/16	11/03/16	10/11/16	0	Done		
99	● SOS - Nonprofit Corp Report Filings	Schedule Resource	Jane Rihaneck	11/04/16	11/10/16	10/12/16	5d			
100	● SOS - Nonprofit Corp Report Filings	Timeline - Provide to Partner	Jane Rihaneck	11/14/16	11/18/16	10/12/16	5d			
101	● SOS - Nonprofit Corp Report Filings	Development		11/04/16		10/25/16	8.6d			
102	● SOS - Nonprofit Corp Report Filings	Development		11/04/16	11/16/16	10/25/16	7.6d			
103	● SOS - Nonprofit Corp Report Filings	Development - Convert TIFF to PDF Fillable	Brian Schmoll	11/04/16	11/09/16	10/14/16	3.2d	In Progress		19
104	● SOS - Nonprofit Corp Report Filings	Development - App Changes	Brian Schmoll	11/09/16	11/10/16	10/19/16	1.2d			7.25
105	● SOS - Nonprofit Corp Report Filings	Test Against Change Request	Brian Schmoll	11/10/16	11/14/16	10/21/16	1.2d			7.31
106	● SOS - Nonprofit Corp Report Filings	Security Scan	Brian Schmoll	11/14/16	11/16/16	10/25/16	2d			
107	● SOS - Nonprofit Corp Report Filings	Development - Pass for QA	Jane Rihaneck	11/16/16	11/17/16	10/24/16	1d			
108	● SOS - Nonprofit Corp Report Filings	Review		11/17/16		12/02/16	28.4d			
109	● SOS - Nonprofit Corp Report Filings	QA Review		11/17/16	11/18/16	10/26/16	1.4d			
110	● SOS - Nonprofit Corp Report Filings	Create QA Feedback Page in Confluence	Neil Sorensen	11/17/16	11/17/16	10/24/16	0.25d			
111	● SOS - Nonprofit Corp Report Filings	QA Review/Feedback	Neil Sorensen	11/17/16	11/18/16	10/25/16	0.9d			5.5
112	● SOS - Nonprofit Corp Report Filings	Development for QA Feedback	Brian Schmoll	11/18/16	11/18/16	10/28/16	0.2d			1.5
113	● SOS - Nonprofit Corp Report Filings	QA Approval of Dev Changes	Neil Sorensen	11/18/16	11/18/16	10/28/16	0.3d			1.8
114	● SOS - Nonprofit Corp Report Filings	Partner Testing		11/21/16	12/27/16	11/29/16	24d			
115	● SOS - Nonprofit Corp Report Filings	Partner Test - Send to Partner	Jane Rihaneck	11/21/16	11/21/16	10/26/16	0.5d			
116	● SOS - Nonprofit Corp Report Filings	Partner Testing Feedback - Received	SOS	11/21/16	12/07/16	11/09/16	10d			
117	● SOS - Nonprofit Corp Report Filings	Partner Testing Feedback - Development	Brian Schmoll	12/07/16	12/14/16	11/16/16	5d			
118	● SOS - Nonprofit Corp Report Filings	Partner Testing Feedback - QA Review	Neil Sorensen	12/14/16	12/19/16	11/21/16	3d			
119	● SOS - Nonprofit Corp Report Filings	Partner Testing Feedback - QA Approval	Neil Sorensen	12/19/16	12/19/16	11/22/16	0.5d			
120	● SOS - Nonprofit Corp Report Filings	Partner - Sign-off Received	SOS	12/20/16	12/27/16	11/29/16	5d			
121	● SOS - Nonprofit Corp Report Filings	Schedule Go-Live	Jane Rihaneck	12/28/16	12/30/16	12/02/16	3d			
122	● SOS - Biennial & Annual Reports (Paper PDFs)	SOS - Biennial & Annual Reports (Paper PDFs)	Jane Rihaneck	07/20/16	01/03/17	01/03/17	113.74d			10
123	● SOS - Biennial & Annual Reports (Paper PDFs)	Planning		08/17/16	11/03/16	10/11/16	56d	Done		
124	● SOS - Biennial & Annual Reports (Paper PDFs)	Change Request		08/18/16	11/03/16	10/12/16	55d	Done		
125	● SOS - Biennial & Annual Reports (Paper PDFs)	Change Request - Received from Partner	SOS	10/04/16	11/03/16	10/11/16	22d	Done		
126	● SOS - Biennial & Annual Reports (Paper PDFs)	Change Request - Signed by GM	Brent Hoffman	11/03/16	11/03/16	10/12/16	0	Done		
127	● SOS - Biennial & Annual Reports (Paper PDFs)	Change Request - Provide Fully-Signed Copy to Partner	Jane Rihaneck	11/03/16	11/03/16	10/17/16	0	Done		
128	● SOS - Biennial & Annual Reports (Paper PDFs)	Change Request - Upload to Confluence	Jane Rihaneck	11/03/16	11/03/16	10/17/16	0	Done		
129	● SOS - Biennial & Annual Reports (Paper PDFs)	Schedule Resource	Jane Rihaneck	11/03/16	11/03/16	10/18/16	0	Done		
130	● SOS - Biennial & Annual Reports (Paper PDFs)	Timeline - Provide to Partner	Jane Rihaneck	11/03/16	11/03/16	10/18/16	0	Done		
131	● SOS - Biennial & Annual Reports (Paper PDFs)	Development		10/31/16		10/31/16	9.54d			
132	● SOS - Biennial & Annual Reports (Paper PDFs)	Development - Creative Servies	Levi Campbell	10/31/16	11/03/16	10/18/16	4d	Done		
133	● SOS - Biennial & Annual Reports (Paper PDFs)	PDF Form Changes	Levi Campbell	10/31/16	11/03/16	10/18/16	4d	Done		2
134	● SOS - Biennial & Annual Reports (Paper PDFs)	Development		11/14/16	11/14/16	10/31/16	0.54d			
135	● SOS - Biennial & Annual Reports (Paper PDFs)	Development for PDF Form Changes	Aaron Steager	11/14/16	11/14/16	10/25/16	0.33d	In Progress		2
136	● SOS - Biennial & Annual Reports (Paper PDFs)	Test Against Change Request	Aaron Steager	11/14/16	11/14/16	10/27/16	0.17d	In Progress		1
137	● SOS - Biennial & Annual Reports (Paper PDFs)	Security Scan	Aaron Steager	11/14/16	11/14/16	10/31/16	0.04d			0.25
138	● SOS - Biennial & Annual Reports (Paper PDFs)	Development - Pass for QA	Jane Rihaneck	11/14/16	11/14/16	10/28/16	0.04d			0.25
139	● SOS - Biennial & Annual Reports (Paper PDFs)	Review		11/14/16		12/13/16	22.2d			
140	● SOS - Biennial & Annual Reports (Paper PDFs)	Review		11/14/16	11/14/16	11/01/16	0.2d			
141	● SOS - Biennial & Annual Reports (Paper PDFs)	PM Review/Feedback	Jane Rihaneck	11/14/16	11/14/16	10/31/16	0.13d			0.75
142	● SOS - Biennial & Annual Reports (Paper PDFs)	Development for PM Feedback	Aaron Steager	11/14/16	11/14/16	11/01/16	0.03d			0.2
143	● SOS - Biennial & Annual Reports (Paper PDFs)	PM Approval of Dev Changes	Jane Rihaneck	11/14/16	11/14/16	11/01/16	0.04d			0.25
144	● SOS - Biennial & Annual Reports (Paper PDFs)	Partner Testing		11/14/16	12/13/16	12/08/16	19d			
145	● SOS - Biennial & Annual Reports (Paper PDFs)	Partner Testing - Send to Partner	Jane Rihaneck	11/14/16	11/15/16	11/01/16	0.5d			
146	● SOS - Biennial & Annual Reports (Paper PDFs)	Partner Testing Feedback - Received	SOS	11/15/16	11/22/16	11/16/16	5d			

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
147	SOS - Biennial & Annual Reports (Paper PDFs)	Partner Testing Feedback - Development	Aaron Steager	11/22/16	12/01/16	11/23/16	5d			
148	SOS - Biennial & Annual Reports (Paper PDFs)	Partner Testing Feedback - QA Review	Neil Sorensen	12/01/16	12/06/16	11/30/16	3d			
149	SOS - Biennial & Annual Reports (Paper PDFs)	Partner Testing Feedback - QA Approval	Neil Sorensen	12/06/16	12/06/16	12/01/16	0.5d			
150	SOS - Biennial & Annual Reports (Paper PDFs)	Partner - Sign-off Received	SOS	12/06/16	12/13/16	12/08/16	5d			
151	SOS - Biennial & Annual Reports (Paper PDFs)	Schedule Go-Live	Jane Rihaneck	12/13/16	12/16/16	12/13/16	3d			
152	SOS - UCC/EFS Special Request Form - Re-template	SOS - UCC/EFS Special Request Form - Re-template	Jane Rihaneck	06/28/16	11/21/16	11/04/16	103d			12
153	SOS - UCC/EFS Special Request Form - Re-template	Review		10/04/16	11/10/16	10/26/16	26.75d	Done		
154	SOS - UCC/EFS Special Request Form - Re-template	QA Review		10/04/16	11/03/16	10/04/16	21.75d	Done		
155	SOS - UCC/EFS Special Request Form - Re-template	Dev for QA Feedback	Curtis Mackie	10/24/16	11/02/16	10/26/16	8d	Done		
156	SOS - UCC/EFS Special Request Form - Re-template	QA Approval of Dev Changes	Neil Sorensen	10/26/16	11/03/16	10/04/16	7d	Done	0.6	
157	SOS - UCC/EFS Special Request Form - Re-template	Partner Testing		10/26/16	11/10/16	10/25/16	12d	Done		
158	SOS - UCC/EFS Special Request Form - Re-template	Partner Test - Send to Partner	Jane Rihaneck	10/26/16	11/04/16	10/05/16	8d	Done		
159	SOS - UCC/EFS Special Request Form - Re-template	Partner Testing Feedback - Received	SOS	11/04/16	11/10/16	10/13/16	5d	Done		
160	SOS - UCC/EFS Special Request Form - Re-template	Partner Testing Feedback - PM Review	Jane Rihaneck	11/04/16	11/10/16	11/16/16	5d	Done		
161	SOS - UCC/EFS Special Request Form - Re-template	Partner - Sign-off Received	SOS	11/10/16	11/10/16	10/25/16	1d	Done		
162	SOS - UCC/EFS Special Request Form - Re-template	Schedule Go-Live	Jane Rihaneck	11/10/16	11/10/16	10/26/16	1d	Done		
163	SOS - eDocs - Add New Tribes/Codes	SOS - eDocs - Add New Tribes/Codes	Jane Rihaneck	09/29/16	12/27/16	01/26/17	58.042d			5
164	SOS - eDocs - Add New Tribes/Codes	Planning		10/03/16		12/02/16	39d			
165	SOS - eDocs - Add New Tribes/Codes	Change Request		10/03/16	11/30/16	12/02/16	39d			
166	SOS - eDocs - Add New Tribes/Codes	Change Request Review & Hours Est - Approval by Developer	Brian Schmoll	10/25/16	11/08/16	11/02/16	11d	Done		
167	SOS - eDocs - Add New Tribes/Codes	Change Request - Send to Partner	Jane Rihaneck	11/09/16	11/09/16	11/03/16	1d	Done		
168	SOS - eDocs - Add New Tribes/Codes	Change Request - Received from Partner	SOS	11/10/16	11/17/16	11/10/16	5d			
169	SOS - eDocs - Add New Tribes/Codes	Change Request - Signed by GM	Brent Hoffman	11/18/16	11/18/16	11/14/16	1d			
170	SOS - eDocs - Add New Tribes/Codes	Change Request - Provide Signed Copy to Partner	Jane Rihaneck	11/21/16	11/23/16	11/17/16	3d			
171	SOS - eDocs - Add New Tribes/Codes	Change Request - Upload to Confluence	Jane Rihaneck	11/28/16	11/30/16	11/22/16	3d			
172	SOS - eDocs - Add New Tribes/Codes	Schedule Resource	Jane Rihaneck	11/18/16	11/28/16	11/18/16	5d			
173	SOS - eDocs - Add New Tribes/Codes	Timeline - Provide to Partner	Jane Rihaneck	11/18/16	11/28/16	11/18/16	5d			
174	SOS - eDocs - Add New Tribes/Codes	Development		11/02/16		11/17/16	4d			
175	SOS - eDocs - Add New Tribes/Codes	Development		11/02/16	11/02/16	11/14/16	1d			
176	SOS - eDocs - Add New Tribes/Codes	Development	Brian Schmoll	11/02/16	11/02/16	11/14/16	1d		0.5	
177	SOS - eDocs - Add New Tribes/Codes	Test Against Change Request	Brian Schmoll	11/03/16	11/03/16	11/15/16	1d		0.5	
178	SOS - eDocs - Add New Tribes/Codes	Security Scan	Brian Schmoll	11/04/16	11/07/16	11/17/16	2d			
179	SOS - eDocs - Add New Tribes/Codes	Development - Pass for QA	Jane Rihaneck	11/04/16	11/04/16	11/16/16	1d			
180	SOS - eDocs - Add New Tribes/Codes	Review		11/07/16		01/03/17	22.042d			
181	SOS - eDocs - Add New Tribes/Codes	QA Review		11/07/16	11/07/16	11/21/16	0.25d			
182	SOS - eDocs - Add New Tribes/Codes	Create QA Feedback Page in Confluence	Neil Sorensen	11/07/16	11/07/16	11/17/16	0.25d			
183	SOS - eDocs - Add New Tribes/Codes	QA Review/Feedback	Neil Sorensen	11/07/16	11/07/16	11/17/16	0.03d		0.15	
184	SOS - eDocs - Add New Tribes/Codes	Development for QA Feedback	Brian Schmoll	11/07/16	11/07/16	11/18/16	0.004d		0.03	
185	SOS - eDocs - Add New Tribes/Codes	QA Approval of Dev Changes	Neil Sorensen	11/07/16	11/07/16	11/21/16	0.008d		0.05	
186	SOS - eDocs - Add New Tribes/Codes	Partner Testing		11/07/16	12/07/16	12/28/16	19d			
187	SOS - eDocs - Add New Tribes/Codes	Partner Test - Send to Partner	Jane Rihaneck	11/07/16	11/07/16	11/22/16	0.5d			
188	SOS - eDocs - Add New Tribes/Codes	Partner Testing Feedback - Received	SOS	11/07/16	11/15/16	12/08/16	5d			
189	SOS - eDocs - Add New Tribes/Codes	Partner Testing Feedback - Development	Brian Schmoll	11/15/16	11/22/16	12/15/16	5d			
190	SOS - eDocs - Add New Tribes/Codes	Partner Testing Feedback - QA Review	Neil Sorensen	11/22/16	11/29/16	12/20/16	3d			
191	SOS - eDocs - Add New Tribes/Codes	Partner Testing Feedback - QA Approval	Neil Sorensen	11/29/16	11/30/16	12/20/16	0.5d			
192	SOS - eDocs - Add New Tribes/Codes	Partner - Sign-off Received from Partner	SOS	11/30/16	12/07/16	12/28/16	5d			
193	SOS - eDocs - Add New Tribes/Codes	Schedule Go-Live	Jane Rihaneck	12/07/16	12/12/16	01/03/17	3d			
194	SOS - UCC Doc Num Search - Remove All Designation	SOS - UCC Doc Num Search - Remove All Designation	Jane Rihaneck	10/11/16	01/13/17	02/10/17	63.81d			4
195	SOS - UCC Doc Num Search - Remove All Designation	Planning		10/18/16		11/28/16	26d			

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
196	● SOS - UCC Doc Num Search - Remove Alt Designation	Change Request		10/25/16	11/18/16	11/23/16	18d			
197	● SOS - UCC Doc Num Search - Remove Alt Designation	Functional Spec - Update	Jane Rihaneck	11/01/16	11/15/16	11/15/16	10d			
198	● SOS - UCC Doc Num Search - Remove Alt Designation	Change Request Review & Hours Est by Developer	Brian Schmoll	10/27/16	11/08/16	11/07/16	9d	Done		
199	● SOS - UCC Doc Num Search - Remove Alt Designation	Change Request - Send to Partner	Jane Rihaneck	11/08/16	11/08/16	11/09/16	1d	Done		
200	● SOS - UCC Doc Num Search - Remove Alt Designation	Change Request - Received from Partner	SOS	11/09/16	11/16/16	11/17/16	5d			
201	● SOS - UCC Doc Num Search - Remove Alt Designation	Change Request - Signed by GM	Brent Hoffman	11/17/16	11/17/16	11/18/16	1d			
202	● SOS - UCC Doc Num Search - Remove Alt Designation	Change Request - Provide Original Signed Copy to Partner	Jane Rihaneck	11/18/16	11/18/16	11/23/16	1d			
203	● SOS - UCC Doc Num Search - Remove Alt Designation	Change Request - Upload to Confluence	Jane Rihaneck	11/18/16	11/18/16	11/23/16	1d			
204	● SOS - UCC Doc Num Search - Remove Alt Designation	Schedule Resource	Jane Rihaneck	11/17/16	11/23/16	11/28/16	5d			
205	● SOS - UCC Doc Num Search - Remove Alt Designation	Timeline - Provide to Partner	Jane Rihaneck	11/17/16	11/23/16	11/28/16	5d			
206	● SOS - UCC Doc Num Search - Remove Alt Designation	Development		11/30/16		12/15/16	2.25d			
207	● SOS - UCC Doc Num Search - Remove Alt Designation	Development		11/30/16	12/02/16	12/02/16	2.25d			
208	● SOS - UCC Doc Num Search - Remove Alt Designation	Development	Brian Schmoll	11/30/16	11/30/16	11/29/16	0.17d			1
209	● SOS - UCC Doc Num Search - Remove Alt Designation	Test Against Change Request	Brian Schmoll	11/30/16	11/30/16	11/30/16	0.08d			0.5
210	● SOS - UCC Doc Num Search - Remove Alt Designation	Security Scan	Brian Schmoll	11/30/16	12/02/16	12/02/16	2d			
211	● SOS - UCC Doc Num Search - Remove Alt Designation	Development - Pass for QA	Jane Rihaneck	11/30/16	12/01/16	12/01/16	1d			
212	● SOS - UCC Doc Num Search - Remove Alt Designation	Review		12/01/16		01/27/17	19.56d			
213	● SOS - UCC Doc Num Search - Remove Alt Designation	QA Review		12/01/16	12/01/16	12/07/16	0.56d			
214	● SOS - UCC Doc Num Search - Remove Alt Designation	Create QA Feedback Page in Confluence	Neil Sorensen	12/01/16	12/01/16	12/02/16	0.25d			
215	● SOS - UCC Doc Num Search - Remove Alt Designation	QA Review/Feedback	Neil Sorensen	12/01/16	12/01/16	12/02/16	0.04d			0.23
216	● SOS - UCC Doc Num Search - Remove Alt Designation	Development for QA Feedback	Brian Schmoll	12/01/16	12/01/16	12/05/16	0.01d			0.08
217	● SOS - UCC Doc Num Search - Remove Alt Designation	QA Approval of Dev Changes	Neil Sorensen	12/01/16	12/01/16	12/06/16	0.01d			0.08
218	● SOS - UCC Doc Num Search - Remove Alt Designation	Create Partner Test Plan	Neil Sorensen	12/01/16	12/01/16	12/07/16	0.5d			
219	● SOS - UCC Doc Num Search - Remove Alt Designation	Partner Testing		12/01/16	12/23/16	01/24/17	16d			
220	● SOS - UCC Doc Num Search - Remove Alt Designation	Partner Test Plan - Send to Partner	Jane Rihaneck	12/01/16	12/02/16	12/19/16	0.5d			
221	● SOS - UCC Doc Num Search - Remove Alt Designation	Partner Testing Feedback - Received	SOS	12/02/16	12/09/16	01/04/17	5d			
222	● SOS - UCC Doc Num Search - Remove Alt Designation	Partner Testing Feedback - Development	Brian Schmoll	12/09/16	12/14/16	01/11/17	3d			
223	● SOS - UCC Doc Num Search - Remove Alt Designation	Partner Testing Feedback - QA Review	Neil Sorensen	12/14/16	12/16/16	01/17/17	2d			
224	● SOS - UCC Doc Num Search - Remove Alt Designation	Partner Testing Feedback - QA Approval	Neil Sorensen	12/16/16	12/16/16	01/17/17	0.5d			
225	● SOS - UCC Doc Num Search - Remove Alt Designation	Partner Test Plan - Sign-off Received from Partner	SOS	12/16/16	12/23/16	01/24/17	5d			
226	● SOS - UCC Doc Num Search - Remove Alt Designation	Schedule Go-Live	Jane Rihaneck	12/23/16	12/29/16	01/27/17	3d			
227	● SOS - UCC Original Filing - Remove Alt Designation	SOS - UCC Original Filing - Remove Alt Designation	Jane Rihaneck	10/18/16	01/11/17	02/10/17	56.61d			4
228	● SOS - UCC Original Filing - Remove Alt Designation	Planning		10/18/16		11/28/16	26d			
229	● SOS - UCC Original Filing - Remove Alt Designation	Change Request		10/25/16	11/18/16	11/23/16	18d			
230	● SOS - UCC Original Filing - Remove Alt Designation	Functional Spec - Update	Jane Rihaneck	11/01/16	11/15/16	11/15/16	10d			
231	● SOS - UCC Original Filing - Remove Alt Designation	Change Request Review & Hours Est by Developer	Brian Schmoll	10/27/16	11/08/16	11/07/16	9d	Done		
232	● SOS - UCC Original Filing - Remove Alt Designation	Change Request - Send to Partner	Jane Rihaneck	11/08/16	11/08/16	11/09/16	1d	Done		
233	● SOS - UCC Original Filing - Remove Alt Designation	Change Request - Received from Partner	SOS	11/09/16	11/16/16	11/17/16	5d			
234	● SOS - UCC Original Filing - Remove Alt Designation	Change Request - Signed by GM	Brent Hoffman	11/17/16	11/17/16	11/18/16	1d			
235	● SOS - UCC Original Filing - Remove Alt Designation	Change Request - Provide Signed Copy to Partner	Jane Rihaneck	11/18/16	11/18/16	11/23/16	1d			
236	● SOS - UCC Original Filing - Remove Alt Designation	Change Request - Upload to Confluence	Jane Rihaneck	11/18/16	11/18/16	11/23/16	1d			
237	● SOS - UCC Original Filing - Remove Alt Designation	Schedule Resource	Jane Rihaneck	11/17/16	11/23/16	11/28/16	5d			
238	● SOS - UCC Original Filing - Remove Alt Designation	Timeline - Provide to Partner	Jane Rihaneck	11/17/16	11/23/16	11/28/16	5d			
239	● SOS - UCC Original Filing - Remove Alt Designation	Development		11/28/16		12/15/16	2.25d			
240	● SOS - UCC Original Filing - Remove Alt Designation	Development		11/28/16	11/30/16	12/02/16	2.25d			
241	● SOS - UCC Original Filing - Remove Alt Designation	Development	Brian Schmoll	11/28/16	11/28/16	11/29/16	0.17d			1
242	● SOS - UCC Original Filing - Remove Alt Designation	Test Against Change Request	Brian Schmoll	11/28/16	11/28/16	11/30/16	0.08d			0.5
243	● SOS - UCC Original Filing - Remove Alt Designation	Security Scan	Brian Schmoll	11/28/16	11/30/16	12/02/16	2d			
244	● SOS - UCC Original Filing - Remove Alt Designation	Development - Pass for QA	Jane Rihaneck	11/28/16	11/29/16	12/01/16	1d			

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
245	●	SOS - UCC Original Filing - Remove Alt Designation	Review		11/29/16		01/27/17	19.56d		
246	●	SOS - UCC Original Filing - Remove Alt Designation	QA Review		11/29/16	11/29/16	12/07/16	0.56d		
247	●	SOS - UCC Original Filing - Remove Alt Designation	Create QA Feedback Page in Confluence	Neil Sorensen	11/29/16	11/29/16	12/02/16	0.25d		
248	●	SOS - UCC Original Filing - Remove Alt Designation	QA Review/Feedback	Neil Sorensen	11/29/16	11/29/16	12/02/16	0.04d		0.23
249	●	SOS - UCC Original Filing - Remove Alt Designation	Development for QA Feedback	Brian Schmoll	11/29/16	11/29/16	12/05/16	0.01d		0.08
250	●	SOS - UCC Original Filing - Remove Alt Designation	QA Approval of Dev Changes	Neil Sorensen	11/29/16	11/29/16	12/06/16	0.01d		0.08
251	●	SOS - UCC Original Filing - Remove Alt Designation	Create Partner Test Plan	Neil Sorensen	11/29/16	11/29/16	12/07/16	0.5d		
252	●	SOS - UCC Original Filing - Remove Alt Designation	Partner Testing		11/29/16	12/21/16	01/24/17	16d		
253	●	SOS - UCC Original Filing - Remove Alt Designation	Partner Test Plan - Send to Partner	Jane Rihaneck	11/29/16	11/30/16	12/19/16	0.5d		
254	●	SOS - UCC Original Filing - Remove Alt Designation	Partner Testing Feedback - Received	SOS	11/30/16	12/07/16	01/04/17	5d		
255	●	SOS - UCC Original Filing - Remove Alt Designation	Partner Testing Feedback - Development	Brian Schmoll	12/07/16	12/12/16	01/11/17	3d		
256	●	SOS - UCC Original Filing - Remove Alt Designation	Partner Testing Feedback - QA Review	Neil Sorensen	12/12/16	12/14/16	01/17/17	2d		
257	●	SOS - UCC Original Filing - Remove Alt Designation	Partner Testing Feedback - QA Approval	Neil Sorensen	12/14/16	12/14/16	01/17/17	0.5d		
258	●	SOS - UCC Original Filing - Remove Alt Designation	Partner Test Plan - Sign-off Received from Partner	SOS	12/14/16	12/21/16	01/24/17	5d		
259	●	SOS - UCC Original Filing - Remove Alt Designation	Schedule Go-Live	Jane Rihaneck	12/21/16	12/27/16	01/27/17	3d		
260	●	SOS - UCC Search - Add 97 Bulk Filing Number	SOS - UCC Search - Add 97 Bulk Filing Number	Jane Rihaneck	10/24/16	02/03/17	02/09/17	69d		3
261	●	SOS - UCC Search - Add 97 Bulk Filing Number	Initial Project Tasks		10/24/16	11/02/16	11/02/16	8d	Done	
262	●	SOS - UCC Search - Add 97 Bulk Filing Number	Project Priority Review	Jess Evers	10/28/16	11/01/16	11/01/16	3d	Done	
263	●	SOS - UCC Search - Add 97 Bulk Filing Number	Project Priority - Communicated to Partner	Jane Rihaneck	11/02/16	11/02/16	11/02/16	1d	Done	
264	●	SOS - UCC Search - Add 97 Bulk Filing Number	Planning		10/27/16		12/07/16	23d		
265	●	SOS - UCC Search - Add 97 Bulk Filing Number	Change Request		10/27/16	11/30/16	12/06/16	22d		
266	●	SOS - UCC Search - Add 97 Bulk Filing Number	Create Change Request	Jane Rihaneck	10/27/16	11/02/16	11/08/16	5d	In Progress	
267	●	SOS - UCC Search - Add 97 Bulk Filing Number	Determine Project Developer	Bruce Rice	11/02/16	11/08/16	11/08/16	5d	Done	
268	●	SOS - UCC Search - Add 97 Bulk Filing Number	Functional Spec - Update	Jane Rihaneck	11/03/16	11/07/16	11/14/16	3d		
269	●	SOS - UCC Search - Add 97 Bulk Filing Number	Functional Spec Review & Hours Est by Developer	Brian Schmoll	11/08/16	11/10/16	11/17/16	3d		
270	●	SOS - UCC Search - Add 97 Bulk Filing Number	Hours Estimate (Initial) - Approved by DOD	Bruce Rice	11/14/16	11/14/16	11/18/16	1d		
271	●	SOS - UCC Search - Add 97 Bulk Filing Number	Change Request & Functional Spec - Send to Partner	Jane Rihaneck	11/15/16	11/15/16	11/21/16	1d		
272	●	SOS - UCC Search - Add 97 Bulk Filing Number	Change Request - Received from Partner	SOS	11/16/16	11/22/16	11/30/16	5d		
273	●	SOS - UCC Search - Add 97 Bulk Filing Number	Change Request - Signed by GM	Brent Hoffman	11/23/16	11/23/16	12/01/16	1d		
274	●	SOS - UCC Search - Add 97 Bulk Filing Number	Change Request - Provide Original Signed Copy to Partner	Jane Rihaneck	11/28/16	11/30/16	12/06/16	3d		
275	●	SOS - UCC Search - Add 97 Bulk Filing Number	Change Request - Upload to Confluence	Jane Rihaneck	11/28/16	11/30/16	12/06/16	3d		
276	●	SOS - UCC Search - Add 97 Bulk Filing Number	Schedule Resource	Jane Rihaneck	11/23/16	12/01/16	12/07/16	5d		
277	●	SOS - UCC Search - Add 97 Bulk Filing Number	Timeline - Provide to Partner	Jane Rihaneck	11/23/16	12/01/16	12/07/16	5d		
278	●	SOS - UCC Search - Add 97 Bulk Filing Number	Development		12/02/16		12/27/16	13d		
279	●	SOS - UCC Search - Add 97 Bulk Filing Number	Data - Request Test Cases from Partner	Jane Rihaneck	12/02/16	12/06/16	12/12/16	3d		
280	●	SOS - UCC Search - Add 97 Bulk Filing Number	Data - Received Test Cases from Partner	SOS	12/07/16	12/20/16	12/27/16	10d		
281	●	SOS - UCC Search - Add 97 Bulk Filing Number	Development		12/02/16	12/02/16	12/08/16	1d		
282	●	SOS - UCC Search - Add 97 Bulk Filing Number	Development	DEV	12/02/16	12/02/16	12/08/16	1d		
283	●	SOS - UCC Search - Add 97 Bulk Filing Number	Test Against Functional Spec	DEV	12/05/16	12/05/16	12/09/16	1d		
284	●	SOS - UCC Search - Add 97 Bulk Filing Number	Security Scan	DEV	12/06/16	12/07/16	12/13/16	2d		
285	●	SOS - UCC Search - Add 97 Bulk Filing Number	Development - Pass for QA	Jane Rihaneck	12/06/16	12/06/16	12/12/16	1d		
286	●	SOS - UCC Search - Add 97 Bulk Filing Number	Review		12/07/16		01/26/17	30d		
287	●	SOS - UCC Search - Add 97 Bulk Filing Number	QA Review		12/07/16	12/09/16	12/15/16	3d		
288	●	SOS - UCC Search - Add 97 Bulk Filing Number	Create QA Feedback Page in Confluence	Neil Sorensen	12/07/16	12/07/16	12/13/16	0.25d		
289	●	SOS - UCC Search - Add 97 Bulk Filing Number	QA Review/Feedback	Neil Sorensen	12/07/16	12/07/16	12/13/16	1d		
290	●	SOS - UCC Search - Add 97 Bulk Filing Number	Development for QA Feedback	DEV	12/08/16	12/08/16	12/14/16	1d		
291	●	SOS - UCC Search - Add 97 Bulk Filing Number	QA Approval of Dev Changes	Neil Sorensen	12/09/16	12/09/16	12/15/16	1d		
292	●	SOS - UCC Search - Add 97 Bulk Filing Number	Partner Testing		12/12/16	01/17/17	01/23/17	24d		
293	●	SOS - UCC Search - Add 97 Bulk Filing Number	Partner Test - Send to Partner	Jane Rihaneck	12/12/16	12/12/16	12/16/16	0.5d		

Status	Sheet Name	Task	Assigned To	Start Date	Actual End Date	Forecasted End Date	Duration	Task Status	Hours Estimate	PP Score (1st row only)
294	● SOS - UCC Search - Add 97 Bulk Filing Number	Partner Testing Feedback - Received	SOS	12/12/16	12/27/16	01/03/17	10d			
295	● SOS - UCC Search - Add 97 Bulk Filing Number	Partner Testing Feedback - Development	DEV	12/27/16	01/04/17	01/10/17	5d			
296	● SOS - UCC Search - Add 97 Bulk Filing Number	Partner Testing Feedback - QA Review	Neil Sorensen	01/04/17	01/09/17	01/13/17	3d			
297	● SOS - UCC Search - Add 97 Bulk Filing Number	Partner Testing Feedback - QA Approval	Neil Sorensen	01/09/17	01/09/17	01/13/17	0.5d			
298	● SOS - UCC Search - Add 97 Bulk Filing Number	Partner Test Plan - Sign-off Received from Partner	SOS	01/10/17	01/17/17	01/23/17	5d			
299	● SOS - UCC Search - Add 97 Bulk Filing Number	Schedule Go-Live	Jane Rihaneck	01/18/17	01/20/17	01/26/17	3d			

# Tax Equalization & Review Comm. (TERC) Website



Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
1	TERC Website	03/31/16	12/05/16	12/05/16		174d		Ashly Eickmeier	117.5	50	236		12/05/16
2	Initial Project Tasks	03/31/16	04/13/16	04/13/16	Done	9.95d							
12	Development Phase	04/12/16	10/20/16			136.5d					193		
13	Build site	04/12/16	10/06/16	10/06/16	In Progress	128d	11	Wes Fairhead	117				
14	Request Permission Roles	10/07/16	10/07/16	10/07/16		0.5d	13	Wes Fairhead					
15	Define Permission Roles	10/07/16	10/17/16	10/17/16		5d	14	TERC					
16	Configure Permission Roles	10/17/16	10/20/16	10/20/16		3d	15	Wes Fairhead					
17	Testing & Review	10/20/16	11/08/16			13.25d							
18	Test & Review Website	10/20/16	10/21/16	10/21/16		1d	16	Wes Fairhead					
19	Testing & Review - QA	10/21/16	10/24/16	10/24/16	In Progress	1d	18	Neil Sorensen	0.5		5	Conducted quick high-level review earlier--will do another one once handed back to me	
20	Testing & Review - Send to TERC	10/24/16	10/24/16	10/24/16		0.25d	19	Wes Fairhead					
21	Testing & Review - Feedback Received by TERC	10/24/16	10/31/16	10/31/16		5d	20	TERC					
22	Testing & Review - Revisions from TERC Feedback	10/31/16	11/03/16	11/03/16		3d	21	Wes Fairhead					
23	Testing & Review - TERC Approval	11/03/16	11/08/16	11/08/16		3d	22	TERC					
24	Training	11/08/16	11/21/16			8.25d							
25	Schedule Training	11/08/16	11/14/16	11/14/16		3d	23	Wes Fairhead					
26	Create username and passwords	11/08/16	11/09/16	11/09/16		0.5d	23	Wes Fairhead					
27	Test all Permissions Before Training	11/14/16	11/15/16	11/15/16		1d	25	Wes Fairhead					
28	Print copies of Step-by-Step guide for those attending training	11/14/16	11/14/16	11/14/16		0.25d	25	Wes Fairhead				<a href="http://www.nebraska.gov/drupal/drupal-user-guide.pdf">http://www.nebraska.gov/drupal/drupal-user-guide.pdf</a>	
29	Website Training	11/15/16	11/21/16	11/21/16		5d	28	Wes Fairhead			1		
30	Launch	11/22/16	12/05/16			8d							
31	Marketing	11/22/16	12/05/16	12/05/16		8d	24						
32	Press Release (Optional)	11/22/16	12/05/16	12/05/16		8d	24						
33	Management decision if press release should be written	11/22/16	11/23/16	11/23/16		2d	24	Carmen Easley					
34	Create Press Release	11/28/16	11/29/16	11/29/16		2d	33	Sara Larkins					
35	Send to TERC for Review	11/30/16	11/30/16	11/30/16		0.5d	34	Wes Fairhead					
36	TERC Approval	11/30/16	12/05/16	12/05/16		3d	35	TERC					
37	Send Press Release for NIC Review	12/05/16	12/05/16	12/05/16		0.5d	36	Sara Larkins					
38	Social Media	11/22/16	11/22/16	11/22/16		0.25d							
39	Schedule Posts	11/22/16	11/22/16	11/22/16		0.25d	60	Sara Larkins					
40	Other Marketing Efforts (Optional)	11/22/16	11/22/16	11/22/16		1d	29	Wes Fairhead					
41	Other Marketing Efforts (Optional)	11/22/16	11/22/16	11/22/16		1d	29	Sara Larkins					
42	Launch Checklist	11/22/16	11/23/16	12/02/16		6.025d							
43	Update the Favicon from blue drupal drop to NE gov square or agency logo (if requested)	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
44	Update the "ENTER EMAIL ADDRESS HERE" link on the 404 error page	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
45	Move Other Existing Applications on Domain	11/22/16	11/22/16	11/22/16		1d	29	Bruce Rice					
46	Configure Google Analytics	11/22/16	11/22/16	11/22/16		0.025d	29						
47	Schedule Monthly Report with Demographics Turned On	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead				Use this dashboard - <a href="https://www.google.com/analytics/web/template?uid=9Yg04e1DS0gVzqHfga0dW">https://www.google.com/analytics/web/template?uid=9Yg04e1DS0gVzqHfga0dW</a>	
48	Contact Form? If so, set up in Advanced Mail, including email addresses	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
49	Set up the broken link report (Link Checker module)	11/22/16	11/22/16	11/22/16		0.025d	29					exclude the following types: 301, 303, and 503	
50	Add Broken Link Report Link on User Page (for site admins or people that have access to edit all content types only)	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					

Status	Task Name	Start Date	Forecasted End Date	Actual End Date	Task Status	Duration	Dep.	Assigned To	Hours Logged	% Complete	Hours Estimate	Comments	Target Launch Date (1st row only)
51	● Copy theme and any new modules into production (if moving site from test server to production server)	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
52	● Remove test events or example content (AKA, clean up the site before launching)	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
53	● Turn developer mode and watch mode off (if using LESS)	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
54	● Build a sitemap with the XML sitemap module	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead				(you can also add this to google webmaster tools)	
55	● Verify search box searches the correct website	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead				(not using some old Google CSE code from another site)	
56	● Google Webmaster tools - Crawl the site a day before launching	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead				If you can't Webmaster tools to verify site, enable the Site Verification module and use the HTML tag method in Webmaster tools	
57	● Use Redirect module to set up any redirects from old pages to new Drupal pages.	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
58	● Add site admins or important users to the NE-Drupal distribution list	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
59	● Schedule Launch	11/22/16	11/22/16	11/22/16		0.025d	29	Wes Fairhead					
60	● Go Live	11/22/16	11/22/16	11/22/16		0.025d	29	Bruce Rice					
61	● <input type="checkbox"/> Post Launch	11/22/16	12/02/16	12/02/16		6d							
62	● Add the TERC/County to the CMC time tool	11/22/16	11/23/16	11/23/16		1d	60	Bruce Rice					
63	● Charge TERC: Set Up Costs & Annual Maintenance Fee	11/22/16	11/23/16	11/23/16		1d	60	Anna Arushanova					
64	● Remove scheduled SmartSheets PSR emails	11/22/16	12/02/16	12/02/16		6d	60	Ashly Eickmeier					