

MARINE RECREATIONAL INFORMATION PROGRAM

FY 2013 Project Plan

ORBS Database Improvements

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1. Overview

1.1. Background

The Oregon Department of Fish and Wildlife has stored data collected through its Ocean Recreational Boat Survey (ORBS) in a customized desktop Microsoft Access database. ODFW is modernizing legacy data systems agency-wide to a SQL Server platform, which provides substantial improvements in stability, flexibility, and reporting capabilities. The current ORBS database imposes limitations on the types of data collected, stored, exported, and reported, and presents challenges when required to mesh with other data systems.

1.2. Project Description

ODFW is seeking funding in partial support of ODFW staff and contractor time for work on migrating the existing ORBS data system to SQL Server.

1.3. Objectives

Duplicate the existing ORBS database in SQL Server; make changes as needed to improve flexibility, accomodate additional data elements, etc.; import existing ORBS data into the new database; and develop exports and custom reports to meet current and anticipated needs for ORBS data. If approved, this funding would partially support the ORBS migration project.

1.4. References

2. Methodology

2.1. Methodology

Work with ODFW staff and contract database developer to migrate ORBS database and associated functions to a SQL server platform. Design and develop custom reports to meet needs of ODFW ORBS data users.

2.2. Geographic Coverage

N/A

2.3. Temporal Coverage

2013

2.4. Frequency

N/A

2.5. Unit of Analysis

N/A

2.6. Collection Mode

N/A

3. Communications Plan

3.1. Internal

Internal project team, including the contractor(s), will communicate at least weekly by phone, email, and in person. Documents will be shared/distributed using Microsoft SharePoint.

3.2. External

Monthly reports and a detailed final report will be submitted to the MRIP OT via the MDMS site, or otherwise as requested by MRIP.

4. Assumptions and Constraints

4.1. Data Resources

Existing ORBS data.

4.2. Other Resources

N/A

4.3. Regulations

N/A

4.4. Other

Assumptions include successful hiring/retention of required staff and contractor, availability of other funds supporting this project, and prioritization of ORBS-related work by ODFW information services team.

5. Risk

5.1. Project Risk

Table 1: Project Risk

Risk Description	Risk Impact	Risk Probability	Risk Mitigation Approach
Contracting delay/obstacles	Potential delay in project completion.	Low	Early and frequent internal communication between ODFW's ORBS staff, Information Services staff, and Procurement (contracting) staff.
Loss of other supporting funding.	This MRIP funding request is for only partial support of the ORBS database migration work. If other funding sources are significantly reduced, the entire project may be delayed or not completed.	Low	Proactive budgeting and project planning. Ongoing efforts to develop additional fundign sources for this work.

6. Final Deliverables

6.1. Additional Reports

None (final report only)

6.2. New Data Sets

N/A

6.3. New Systems

SQL ORBS database

7. Project Leadership

7.1. Project Leader and Members

Table 2: Project Members

Project Role	Name	Organization	Title	Email	Phone 1	Phone 2
Team Leader	Maggie Sommer	ODFW	Marine Technical & Data Services Section Leader	maggie.sommer@state.or.us	541-867-4741	
Team Member	Suzanne Bauer	ODFW	Programmer/Analyst		541-867-4741	
Team Member	Mark Freeman	ODFW	Marine Information Management Project Leader	mark.d.freeman@state.or.us	541-867-4741	

8. Project Estimates

8.1. Project Schedule

Table 3: Project Schedule - Major Tasks and Milestones

#	Schedule Description	Planned Start	Planned Finish	Prerequisites	Milestones
1	ORBS SQL database & report development work (dates TBD depending on when MRIP \$ becomes available)	04/01/2013	02/01/2014		
2	Summarize results in final report	02/01/2014	03/31/2014	1	Y

8.2. Cost Estimates

Table 4: Cost Estimates

Project Need	Cost Description	Date Needed	Estimated Cost
ODFW Indirect (overhead)	22.5% (NOT APPLIED TO CONTRACT SERVICES)	06/01/2013	\$2890.00
Contract services	subcontract for database/application development	05/01/2013	\$41000.00
Personnel services	salary & benefits for 2 months programmer/analyst	05/01/2013	\$12845.00
TOTAL			\$56735.00