Swerve

Project Schedule & Budget – Project: digitalCOI

The Team

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Background Summary

Problem & Opportunity

70% of all commercial property tenants are not compliant with their insurance requirements. Commercial tenants must annually produce a certificate of insurance (COI) providing proof that their insurance policy meets the insurance conditions outlined in their lease agreement. Due to manual and inefficient COI tracking, landlords cannot enforce compliance. The case area is to create a compliance tracking system that takes an input of certificates of insurance and landlord lease agreements, and to create a brokerage system that enables more efficient insurance policy issuance and fulfillment. The goal is to automate compliance tracking, and portions of the follow up to increase compliance. The organization is a start-up, the product that that start-up will produce is called digitalCOI.

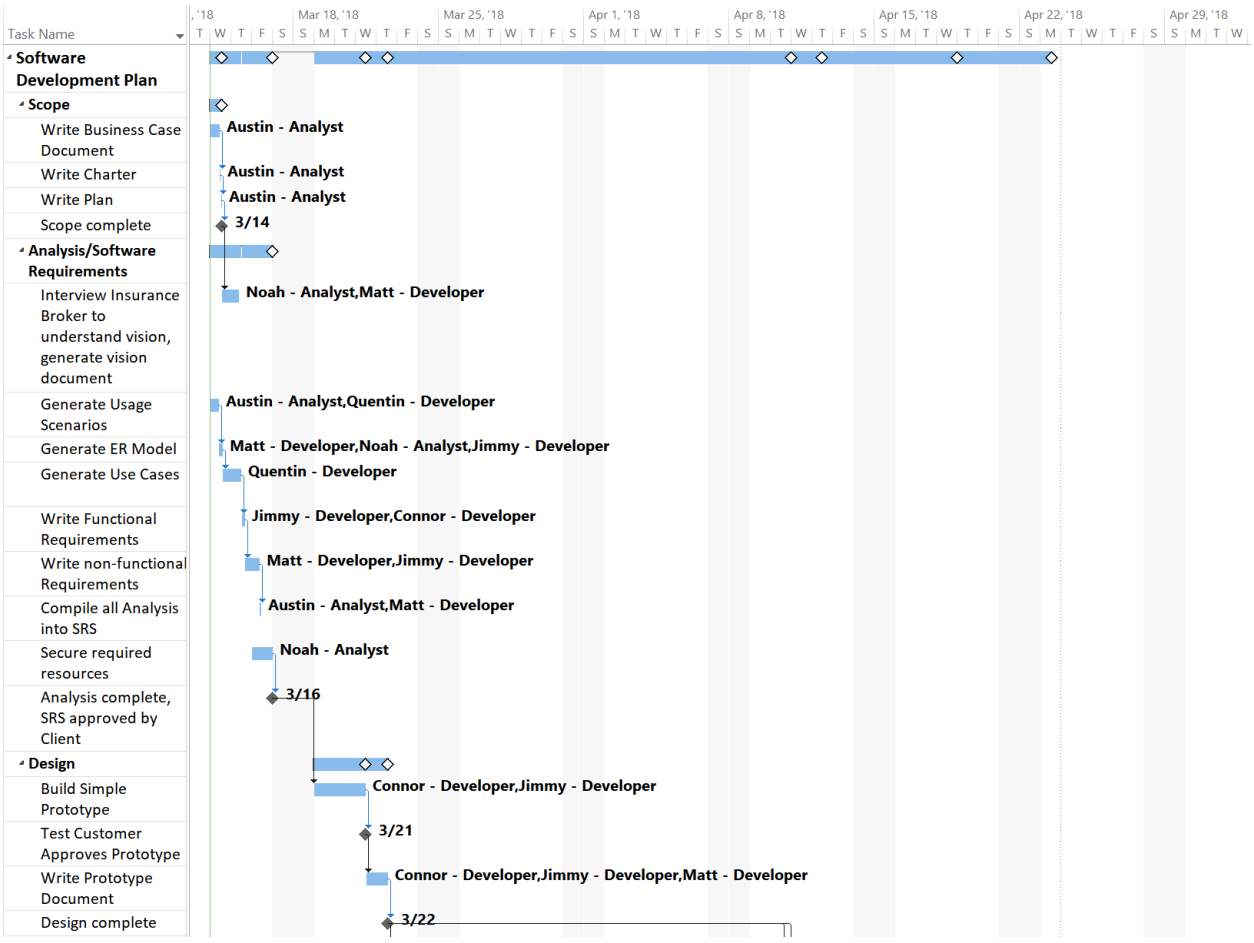
MOV Summary

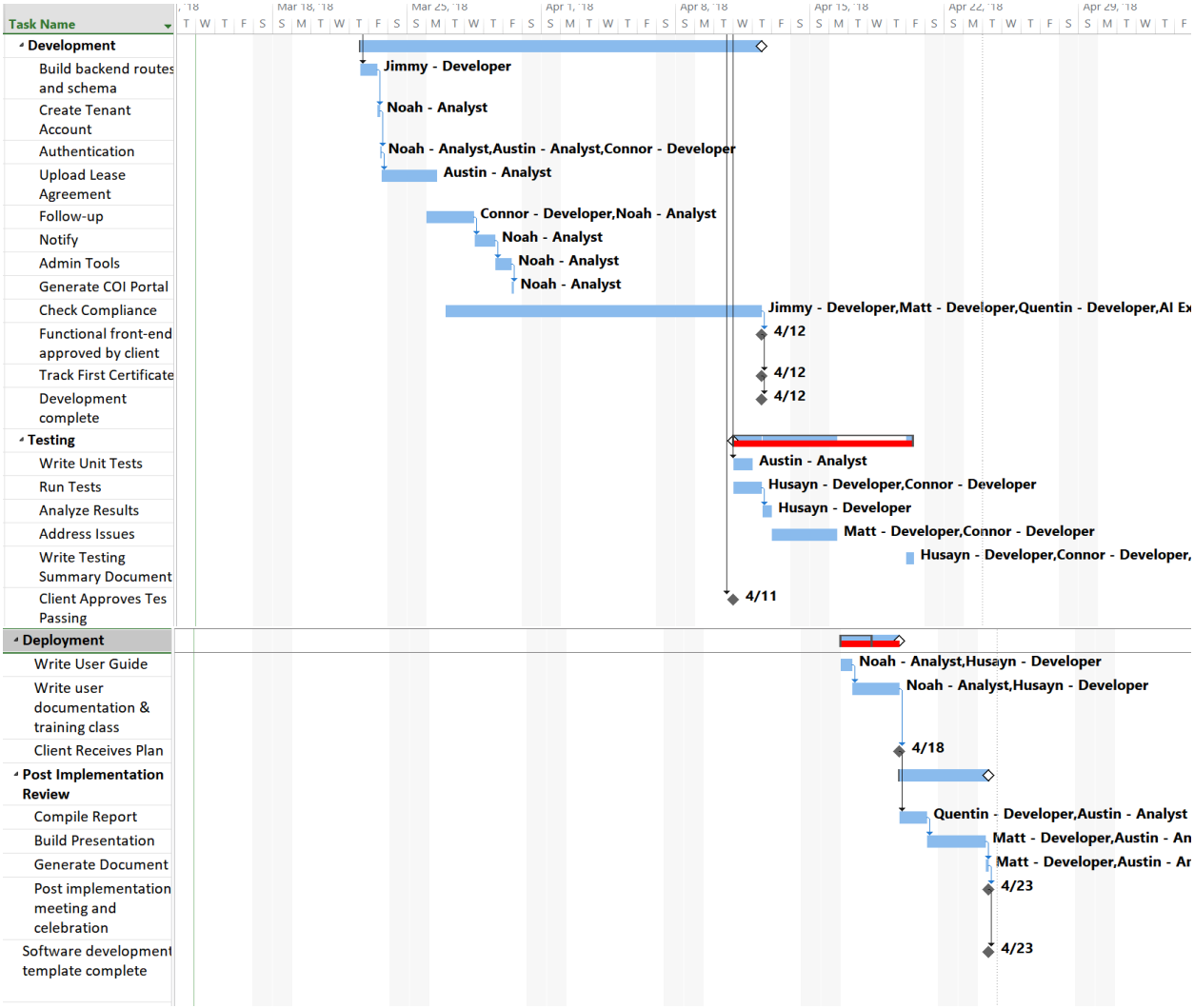
This project will be considered successful if the system can process a certificate of insurance and determine compliance in under 3 minutes in a live scenario.

This metric should be realized within the first 6 months of operations after initial deployment. This time is required to test and iterate with a partner client. The test partners, Community Trust, will ensure that we have adequate feedback required to fulfil this timeframe.

Detailed Project Plan

GANTT Chart





Cost Breakdown

COST OVERVIEW

WED 3/14/18 - MON 4/23/18

COST

$27,590.00

REMAINING COST

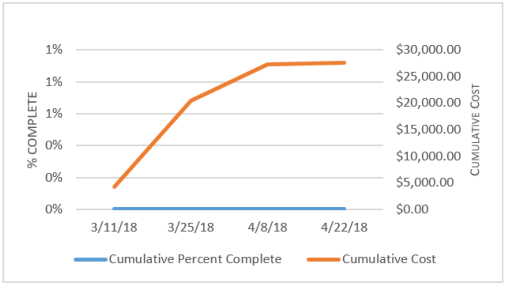
$27,590.00

% COMPLETE

0%

PGRESS VERSUS COST

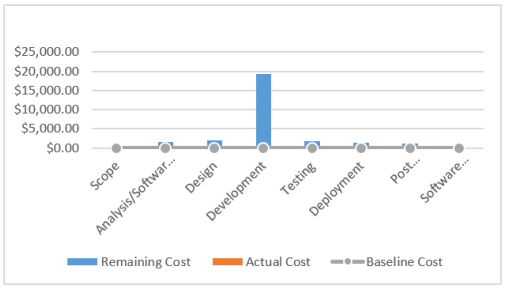
Progress made versus the cost spent over time. If % Complete line below the cumulative cost line,your project may be over budget.



COST STATUS

Cost status for all top-level tasks. Is your baseline zero?

Try setting as baseline



COST STATUS

Cost status for top level tasks.

Name	Actual Cost	Remaining Cost	Baseline Cost	Cost	Cost Variance
Scope	$0.00	$150.00	$0.00	$150.00	$150.00
Analysis/Software Requirements	$0.00	$1,590.00	$0.00	$1,590.00	$1,590.00
Design	$0.00	$2,010.00	$0.00	$2,010.00	$2,010.00
Development	$0.00	$19,280.00	$0.00	$19,280.00	$19,280.00
Testing	$0.00	$1,860.00	$0.00	$1,860.00	$1,860.00
Deployment	$0.00	$1,440.00	$0.00	$1,440.00	$1,440.00
Post Implementation Review	$0.00	$1,260.00	$0.00	$1,260.00	$1,260.00
Software development template complete	$0.00	$0.00	$0.00	$0.00	$0.00

Resource Costs

Resource Name	Type	Std. Rate
Husayn - Developer	Work	$30.00/hr
Matt - Developer	Work	$30.00/hr
Austin - Analyst	Work	$30.00/hr
Jimmy - Developer	Work	$30.00/hr
AI Expert	Work	$80.00/hr
Client	Work	$0.00/hr
Connor - Developer	Work	$30.00/hr
Noah - Analyst	Work	$30.00/hr
Development Team	Work	$0.00/hr
Quentin - Developer	Work	$30.00/hr

Specific Details

Task Name	Duration*	Start	Finish	Resource Names	Cost	Notes
Software Development Plan	**28.63 days**	**Wed 3/14/18**	**Mon 4/23/18**		**$27,590.00**	
Scope	**0.63 days**	**Wed 3/14/18**	**Wed 3/14/18**		**$150.00**	Analogous Estimate
Write Business Case Document	3 hrs	Wed 3/14/18	Wed 3/14/18	Austin - Analyst	$90.00	Analogous Estimate
Write Charter	1 hr	Wed 3/14/18	Wed 3/14/18	Austin - Analyst	$30.00	Analogous Estimate
Write Plan	1 hr	Wed 3/14/18	Wed 3/14/18	Austin - Analyst	$30.00	
Scope complete	0 days	Wed 3/14/18	Wed 3/14/18	Development Team	$0.00	
Analysis/Software Requirements	**3 days**	**Wed 3/14/18**	**Fri 3/16/18**		**$1,590.00**	
Interview Insurance Broker to understand vision, generate vision document	4.5 hrs	Wed 3/14/18	Thu 3/15/18	Noah - Analyst,Matt - Developer	$270.00	Analogous Estimate, Bottom up estimate
Generate Usage Scenarios	2 hrs	Wed 3/14/18	Wed 3/14/18	Austin - Analyst,Quentin - Developer	$120.00	Bottom up Estimate
Generate ER Model	4 hrs	Wed 3/14/18	Wed 3/14/18	Matt - Developer,Noah - Analyst,Jimmy - Developer	$360.00	Bottom up Estimate
Generate Use Cases	6 hrs	Wed 3/14/18	Thu 3/15/18	Quentin - Developer	$180.00	Bottom up Estimate
Write Functional Requirements	3 hrs	Thu 3/15/18	Thu 3/15/18	Jimmy - Developer,Connor - Developer	$180.00	Analogous Estimate
Write non-functional Requirements	2 hrs	Thu 3/15/18	Fri 3/16/18	Matt - Developer,Jimmy - Developer	$120.00	Analogous Estimate
Compile all Analysis into SRS	2 hrs	Fri 3/16/18	Fri 3/16/18	Austin - Analyst,Matt - Developer	$120.00	Analogous Estimate
Secure required resources	1 day	Fri 3/16/18	Fri 3/16/18	Noah - Analyst	$240.00	Professional Opinion
Analysis complete, SRS approved by Client	0 days	Fri 3/16/18	Fri 3/16/18	Austin - Analyst,Client	$0.00	

Design	**3.63 days**	**Mon 3/19/18**	**Thu 3/22/18**		**$2,010.00**	
Build Simple Prototype	20 hrs	Mon 3/19/18	Wed 3/21/18	Connor - Developer,Jimmy - Developer	$1,200.00	Time Boxing, the prototype will be delivered at the end of the 20 hours regardless of completion
Test Customer Approves Prototype	0 days	Wed 3/21/18	Wed 3/21/18	Austin - Analyst,Client	$0.00	
Write Prototype Document	9 hrs	Wed 3/21/18	Thu 3/22/18	Connor - Developer,Jimmy - Developer,Matt - Developer	$810.00	Approximately 1 hour per feature, Bottom up estimate
Design complete	0 days	Thu 3/22/18	Thu 3/22/18		$0.00	
Development	**14.88 days**	**Thu 3/22/18**	**Thu 4/12/18**		**$19,280.00**	
Build backend routes and schema	6 hrs	Thu 3/22/18	Fri 3/23/18	Jimmy - Developer	$180.00	Based on similar projects, Analogous Estimate Bottom Up
Create Tenant Account	3 hrs	Fri 3/23/18	Fri 3/23/18	Noah - Analyst	$90.00	Based on similar projects, Analogous Estimate Bottom Up
Authentication	1.67 hrs	Fri 3/23/18	Fri 3/23/18	Noah - Analyst,Austin - Analyst,Connor - Developer	$150.00	Based on similar projects, Analogous Estimate Bottom Up
Upload Lease Agreement	5 hrs	Fri 3/23/18	Mon 3/26/18	Austin - Analyst	$150.00	Based on similar projects, Analogous Estimate Bottom Up
Follow-up	20 hrs	Mon 3/26/18	Wed 3/28/18	Connor - Developer,Noah - Analyst	$1,200.00	Based on similar projects, Analogous Estimate Bottom Up
Notify	10 hrs	Wed 3/28/18	Thu 3/29/18	Noah - Analyst	$300.00	Based on similar projects, Analogous

						Estimate Bottom Up
Admin Tools	5 hrs	Thu 3/29/18	Fri 3/30/18	Noah - Analyst	$150.00	Estimate from professional, Greg Markou
Generate COI Portal	2 hrs	Fri 3/30/18	Fri 3/30/18	Noah - Analyst	$60.00	Based on similar projects, Analogous Estimate Bottom Up
Check Compliance	100 hrs	Tue 3/27/18	Thu 4/12/18	Jimmy - Developer,Matt - Developer,Quentin - Developer,AI Expert	$17,000.00	Based on 80 hours estimate from Expert Greg Markou a ML specialist, plus connectivity dev time of 20 hours
Functional front-end approved by client	0 days	Thu 4/12/18	Thu 4/12/18	Noah - Analyst	$0.00	
Track First Certificate	0 days	Thu 4/12/18	Thu 4/12/18	Jimmy - Developer	$0.00	
Development complete	0 days	Thu 4/12/18	Thu 4/12/18		$0.00	
Testing	**7.13 days**	**Wed 4/11/18**	**Fri 4/20/18**		**$1,860.00**	
Write Unit Tests	8 hrs	Wed 4/11/18	Wed 4/11/18	Austin - Analyst	$240.00	Bottom up 3 point technique from 6 group members (2+(4)*4+6)/6 = 4 hours
Run Tests	12 hrs	Wed 4/11/18	Thu 4/12/18	Husayn - Developer,Connor - Developer	$720.00	Guestimate, corrected for over-optimism
Analyze Results	4 hrs	Thu 4/12/18	Thu 4/12/18	Husayn - Developer	$120.00	Guestimate, corrected for over-optimism
Address Issues	10 hrs	Fri 4/13/18	Mon 4/16/18	Matt - Developer,Connor - Developer	$600.00	3 point technique (5+(4)*10+15)/6
Write Testing Summary Document	2 hrs	Fri 4/20/18	Fri 4/20/18	Husayn - Developer,Connor - Developer,Jimmy - Developer	$180.00	Analogous Estimate

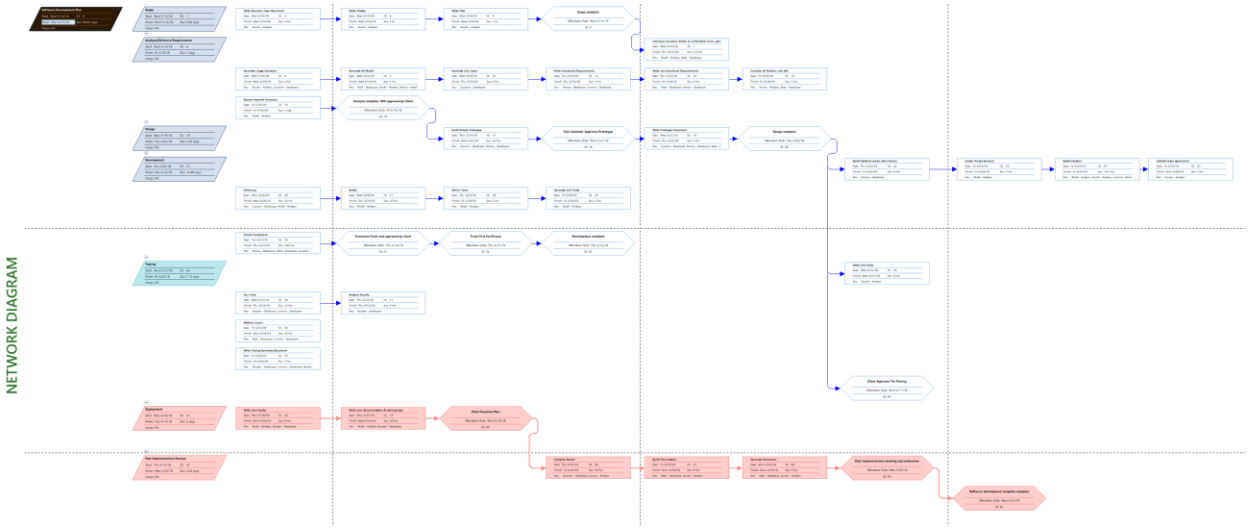
Client Approves Tes Passing	0 days	Wed 4/11/18	Wed 4/11/18	Austin - Analyst,Client	$0.00	
Deployment	**1.75 days**	**Mon 4/16/18**	**Tue 4/17/18**		**$1,440.00**	
Write User Guide	6 hrs	Mon 4/16/18	Mon 4/16/18	Noah - Analyst,Husayn - Developer	$360.00	Time Boxed
Write user documentation & training class	18 hrs	Mon 4/16/18	Wed 4/18/18	Noah - Analyst,Husayn - Developer	$1,080.00	Time Boxed
Client Receives Plan	0 days	Wed 4/18/18	Wed 4/18/18	Noah - Analyst,Client	$0.00	
Post Implementation Review	**2.63 days**	**Thu 4/19/18**	**Mon 4/23/18**		**$1,260.00**	
Compile Report	10 hrs	Thu 4/19/18	Fri 4/20/18	Quentin - Developer,Austin - Analyst	$600.00	Analogous Estimate
Build Presentation	8 hrs	Fri 4/20/18	Mon 4/23/18	Matt - Developer,Austin - Analyst	$480.00	Analogous Estimate
Generate Document	3 hrs	Mon 4/23/18	Mon 4/23/18	Matt - Developer,Austin - Analyst	$180.00	Time Boxed
Post implementation meeting and celebration	0 days	Mon 4/23/18	Mon 4/23/18	Team	$0.00	
Software development template complete	0 days	Mon 4/23/18	Mon 4/23/18	Team	$0.00	

*Time Estimate, in total hours per task considering resources and team assignments, The assumption of a 25% reduction in work due to effort loss and unplanned interruptions.

Questions:

a. The beginning date is 3/14/18 and the end date is 4/23/18. It will take 29 days to complete the project.

b. While it is possible for several, parallel critical paths to co-exist in a project, as seen in the Network Diagram produced below, our project has only one critical path, highlighted in red below. The remaining non-highlighted paths are considered sub-critical, meaning their path through the network has a shorter total duration than the critical one. The importance of the critical path cannot be overstated. It represents the sequence of project network activities with the longest overall duration, with at least one zero slack activity involved, it determines the shortest possible time to complete the project. The critical path is also important, because any delay of an activity on the critical path will certainly impact the date of the planned project completion. The critical path helps the team determine any bottlenecks that may occur during the project, by identifying and addressing these bottlenecks, operational efficiency can be increase and project duration decreased.



c. All the resources have been allocated in such a way that no-one resource is over allocated during any given period. `