# Workspace HTML File Summary

| **Serial Number** | **Name of file** | **What the File is about** | **PRIORITY** | **Current Status** | **RAG** | **Next Steps** | **Assigned To** | **ETA** | **Comments** | **Risks and Issues** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | DevOps\_Strategy.html | Outlines the strategy for DevOps practices, tools, and culture for the project. | High | Draft | **Amber** | Review, Refine, Integrate | DevOps Lead | TBD | Initial draft generated. | Needs alignment with other plans (SDLC, Security). |
| 2 | Data\_governance\_compliance\_controls\_plan.html | Plan detailing data governance policies, compliance requirements (e.g., FERPA), and control mechanisms. | High | Needs Review | **Amber** | Review, Add Specific Controls | Compliance Lead | TBD | Covers key areas from RFP NFRs. | Requires legal/compliance expert review. |
| 3 | User\_Transition\_and\_Cutover\_Strategy.html | Strategy for migrating users to the new system, including cutover planning. | High | Draft | **Amber** | Detail Cutover Steps, Align with Training | Project Manager | TBD | High-level strategy outlined. | Needs detailed timings and rollback plan. |
| 4 | Project\_Implementation\_Game\_Plan.html | Overall plan for implementing the project, potentially covering phases, milestones, and approach. | High | Needs Review | **Amber** | Align with Specific Plans, Add Dates | Project Manager | TBD | Central implementation document. | May overlap/conflict with other detailed plans. |
| 5 | DataEngineering\_Analytics\_Reporting\_ML\_AI\_Strategy.html | Strategy covering data engineering pipelines, analytics, reporting tools, and potential ML/AI applications. | Medium | Draft | **Amber** | Detail Tools/Tech, Define Use Cases | Data Lead | TBD | Covers reporting requirements. | ML/AI scope may be ambitious initially. |
| 6 | Communications\_Governance\_Reporting\_Strategy.html | Plan for project communications, governance structure, and status reporting cadences/formats. | Medium | Needs Review | **Amber** | Define Stakeholders, Finalize Cadence | Project Manager | TBD | Crucial for stakeholder management. | Needs clear buy-in on governance model. |
| 7 | Project\_And\_Change\_And\_Risk\_Management\_Plan.html | Integrated plan covering project management approach, change control process, and risk management framework. | High | Needs Review | **Amber** | Detail Change Process, Populate Risk Register | Project Manager | TBD | Consolidated key PM processes. | Requires active maintenance (esp. risks). |
| 8 | Advanced\_Enhanced\_User\_Adoption\_Strategy.html | Plan focusing on strategies beyond basic training to drive deep user adoption and value realization. | Medium | Draft | **Amber** | Define Specific Tactics, Metrics | Change Manager | TBD | Goes beyond standard training plan. | May require dedicated resources/budget. |
| 9 | Detailed\_SDLC.html | Describes the specific Software Development Lifecycle (SDLC) methodology, phases, and deliverables. | High | Needs Review | **Amber** | Align with DevOps/Test Plans | Tech Lead | TBD | Defines how software will be built. | Needs team buy-in and adherence. |
| 10 | Cloud\_Cost\_Mgmt\_FinOps\_Strategy.html | Strategy for managing cloud costs, implementing FinOps practices, budgeting, and reporting on cloud spend. | Medium | Draft | **Amber** | Define Tagging Strategy, Setup Budget Alerts | Cloud Architect/PM | TBD | Important if using cloud infrastructure. | Cloud costs can escalate if not managed. |
| 11 | Project\_Plan-12 month.html | A potential high-level project plan or timeline covering a 12-month period. | High | Draft | **Amber** | Validate Timeline, Add Resource Allocation | Project Manager | TBD | Provides a roadmap view. | Timeline may be aggressive/unrealistic. Dependencies not mapped. |
| 12 | Budget\_Financial\_Mgmt\_Plan.html | Plan detailing project budget, cost tracking, financial reporting, and funding management. | High | Needs Review | **Amber** | Finalize Budget Numbers, Setup Tracking | Project Manager/Finance | TBD | Essential for project financial health. | Budget constraints. Inaccurate cost tracking. |
| 13 | Security\_Strategy.html | Overall strategy addressing information security requirements, controls, compliance, and threat management. | Highest | Needs Review | **Amber** | Align with RFP NFRs, Detail Controls | Security Lead | TBD | Addresses critical RFP security NFRs. | Needs thorough review and validation against policies (NYC3, OTI, etc.). |
| 14 | Hardware\_Lifecycle\_Logistics\_Mgmt\_Plan.html | Plan for managing GPS device hardware lifecycle, including procurement, deployment, maintenance, and disposal logistics. | High | Draft | **Amber** | Detail Maintenance/Replacement Process | Operations Lead | TBD | Covers requirements from RFP Sec 3.19. | Logistical complexity of managing 11k+ devices. |
| 15 | User\_Onboarding\_Training\_Comms\_Strategy.html | Strategy covering user onboarding processes, training delivery plan, and related communications. | High | Needs Review | **Amber** | Detail Training Content/Schedule | Training Lead/Change Manager | TBD | Addresses RFP Sec 3.23. | Scale of training required is immense (RFP Sec 3.23.1). |
| 16 | Competitive Advantage Through Engineering Excellence.html | Document likely outlining principles or strategies for achieving high-quality engineering outcomes. | Medium | Draft | **Amber** | Review, Align with SDLC/DevOps | Tech Lead | TBD | Focuses on engineering quality. | May be high-level principles needing actionable steps. |
| 17 | Architecture.html | Describes the proposed high-level technical architecture for the solution. | Highest | Needs Review | **Amber** | Validate against NFRs, Detail Components | Chief Architect | TBD | Core technical design document. | Architecture may not meet scalability, reliability, or security NFRs. |
| 18 | Terraform\_another\_view.html | Potentially an alternative perspective or specific detail related to Terraform infrastructure setup. | Medium | Draft | **Amber** | Review, Consolidate with Main Infra Plan | DevOps/Cloud Team | TBD | Relates to IaC. | Potential redundancy or conflict with other Terraform docs. |
| 19 | Solution\_Functional\_Non Functional.html | Document likely summarizing the key functional and non-functional requirements or how the solution addresses them. | High | Needs Review | **Amber** | Compare against RTM, Ensure Coverage | Business Analyst/Architect | TBD | Should align with RTM. | May miss requirements or conflict with detailed RTM. |
| 20 | Team\_Structure\_And\_Processes\_Plan.html | Describes the proposed project team structure, roles, responsibilities, and internal team processes. | Medium | Needs Review | **Amber** | Finalize Roles, Align with Org Chart | Project Manager/Lead | TBD | Defines how the project team operates. | Unclear roles or inefficient processes proposed. |
| 21 | Compliance\_Audit\_Strategy.html | Strategy outlining how compliance will be maintained and how audits (internal/external) will be handled. | Medium | Draft | **Amber** | Define Audit Procedures, Align with Governance | Compliance Lead | TBD | Supports ongoing compliance. | Audit process may be insufficient or disruptive. |
| 22 | DevOps\_Detailed.html | Provides more specific details on the DevOps strategy, possibly including CI/CD pipeline specifics. | High | Draft | **Amber** | Define Toolchain, Detail Pipeline Stages | DevOps Lead | TBD | Complements DevOps\_Strategy.html. | Proposed pipeline may be complex or inefficient. Tool choices need validation. |
| 23 | SDLC\_Detail\_Implementation.html | Focuses on the implementation details of the chosen SDLC, phase gates, specific activities. | High | Needs Review | **Amber** | Validate against Detailed\_SDLC.html, Add Metrics | Tech Lead/PM | TBD | Implementation view of SDLC. | Implementation details may not align with overall SDLC or team capacity. |
| 24 | Observability\_Monitoring\_IncidentManagement.html | Strategy covering system observability, monitoring tools/metrics, and the incident management process for technical issues. | High | Draft | **Amber** | Select Tools, Define Key Metrics, Detail IM Process | Ops Lead/SRE | TBD | Critical for operational stability & NFRs. | Monitoring may be insufficient. Incident process unclear or slow. |
| 25 | Formal\_Project, Change, and Risk\_Management\_Plan.html | Appears to be a more formal version or iteration of the integrated PM plan (similar to #7). | High | Needs Review | **Amber** | Consolidate/Reconcile with #7, Finalize Processes | Project Manager | TBD | Potential duplicate/update of #7. | Confusion/conflict if not reconciled with other PM plan. |
| 26 | Vendor\_3rdParty\_mgmt\_logistics\_plan.html | Plan for managing relationships, performance, and logistics related to third-party vendors or subcontractors. | Medium | Draft | **Amber** | Identify Key Vendors, Define SLAs/KPIs | Project Manager/Procurement | TBD | Important if relying on subcontractors. | Poor vendor performance impacting project. Lack of clear oversight. |
| 27 | GIS\_Data\_Mgmt\_Integration\_Strategy.html | Specific strategy detailing how Geographic Information System (GIS) data will be managed, integrated, and utilized. | High | Needs Review | **Amber** | Detail LION Integration, Define Update Process | GIS Specialist/Data Lead | TBD | Covers requirements like RFP Sec 3.2.5. | Complexity of integrating/maintaining various GIS data sources. Accuracy issues. |
| 28 | Innovation\_Showcase.html | Document potentially highlighting innovative aspects of the proposed solution or approach. | Low | Draft | **Amber** | Review, Extract Key selling points | Sales/Proposal Lead | TBD | Likely for proposal marketing/differentiation. | Claims of innovation may not be substantial or relevant. |
| 29 | Operational\_Excellence\_BCP\_DR\_Plan.html | Plan focusing on achieving operational excellence, likely incorporating Business Continuity and Disaster Recovery details. | High | Needs Review | **Amber** | Align with BCP NFRs (3.27), Detail DR Procedures | Ops Lead | TBD | Includes BCP/DR elements (RFP 3.27). | DR plan untested or insufficient RTO/RPO. |
| 30 | Development\_Strategy.html | Outlines the overall strategy for software development, potentially covering methodologies, standards, tools. | High | Needs Review | **Amber** | Align with SDLC, DevOps, Security Plans | Tech Lead | TBD | High-level development approach. | May conflict with more detailed plans (SDLC, DevOps). |
| 31 | Terraform\_Infra\_Setup\_Guide.html | A guide detailing the steps or configuration for setting up infrastructure using Terraform (Infrastructure as Code). | Medium | Draft | **Amber** | Review/Test Scripts, Document Variables | DevOps/Cloud Team | TBD | Specific IaC implementation guide. | Scripts may contain errors or security issues. Needs version control. |
| 32 | Requirements\_Fulfillment\_Mapping.html | Likely a document mapping RFP requirements to proposed solution features or components (similar to RTM). | Highest | Needs Review | **Amber** | Validate against Generated RTM, Ensure Completeness | Business Analyst/PM | TBD | Crucial for demonstrating compliance. Should align with my generated RTM. | May contain gaps or inaccuracies in mapping. Could conflict with RTM generated in previous step. |
| 33 | Test\_Strategy.html | Outlines the overall approach to testing, including levels (unit, integration, UAT), types, environments, and tools. | High | Needs Review | **Amber** | Detail Test Cases, Define Environments | QA Lead | TBD | Covers testing NFRs (RFP 3.25.32). | Test coverage may be insufficient. Lack of appropriate test environments/data. |