

Transformation Effort - PROJECTS

August 2016

* New items are marked with a red asterik - Updates are highlighted in red

www.parks.ca.gov/TransformationTeam

<i>Transformative Project</i> Project Area Sub-Set Project	Project Description	Project Deliverable (what this project will produce)	Estimated Date of Completion (dates are subject to change)
Modernization			
Recreation and Reservations and Sales Service (R2S2)	R2S2-qualified contractor to develop, implement, transition services, operate, support, maintain, and update an integrated, modern, dynamic, managed, department-wide recreation and reservations sales service, consisting of two components: Recreation sales service and reservations management service. These components shall be seamlessly integrated.	Final proposals due Demonstration of requirements Posting of "Notification of Intent to Award" Proposed contract award date *System user acceptance testing and implementation plan *Training materials and plan; HelpDesk and call center established *In-Service Date *Live support stabilization *Point of Sale and fulfillment Train the Trainer and Pilot Phase *Rolling Go Live Point of Sale and fulfillment of remaining Parks; maintenance and operation begins	COMPLETE COMPLETE COMPLETE COMPLETE COMPLETE August 2017 September 2017 December 2017 March 2018
Department Intranet Update	Modernize the department's Intranet site.	New Intranet interface	TBD
Wi-Fi Implementation	Update Wi-Fi service statewide for park and visitor use. *Develop project documents, management plan and define three phase categories. Phase 1 Parks have all the infrastructure necessary for Wi-Fi and can be completed quickly. Phase 2 Parks will need more planning and implementation work. Phase 3 Parks will require effective analysis work. Install and test all Wi-Fi locations	Joint meeting with department staff to determine best approach and current status 18 new completed park locations. Total number of locations is now at 44. 13 park locations to be completed within next 4 months 24 park locations identified as Phase I sites All upgrades complete in 3 phases	COMPLETE ONGOING August 2018

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Develop an Existing Park Data Base	Develop file conventions and create model data sets for unit data files (UDF).	Consistent UDF data formats	COMPLETE
		Initial proposal received and evaluated for funding	COMPLETE
		Proposal evaluation for funding	COMPLETE
	*Phase I Demonstration of capabilities and departmentwide significance	Demonstration Report	COMPLETE
	*Phase II	Develop DAMS Phase II scope, schedule, and budget	August 2016
*Phase III	Develop scope, schedule, and budget	March 2017	
Revenue Enhancements			
New and Enhanced Revenue	Analyze past, current, and future potential revenue generation ideas, programs, and opportunities internally and externally. Successful implementation of revenue generation programs.		
Smartphone Parking App (Parking Passport)	Scale up existing regional use of the Parking Passport throughout the entire state park system.	Activation of Parking Passport Units	COMPLETE
Electronic Report of Collections (eROC)	Replace all manual systems that electronically reconciles all revenue transactions to provides the user with the ability to analyze revenue by district, sector, park unit, location within a park unit, and type of revenue.	Already deployed and officially adopted - 5 Districts plus Off-Highway Motor Vehicular Recreation (OHV) and headquarters.	COMPLETE
		In training - 4 districts	COMPLETE
		Adopting the initial stages before training - 9 Districts	COMPLETE
		Districts pending implementation - 4 Districts	COMPLETE
		Installation of Automatic Pay Machines at the Orange Coast District	COMPLETE
		Installation of APMs at Angeles District	COMPLETE

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Automatic Pay Machines	Installation of automatic entrance and parking pay machines at various southern California state parks.	District coordination	COMPLETE
Budget Management Improvements			
Fiscal Tracking System (FTS) Improvements - Projections and with field access	Develop processes and systems improvements to allow districts and headquarters to see the same data. Districts will have the ability to amend headquarters projections, which will allow for more informed decision making.	Projection database	COMPLETE
		Migration to FTS	COMPLETE
		Field training	COMPLETE
Budgeted Position Control	Develop processes and systems to allow to track funding for positions. Allow ability to track positions concurrently with DPR 81 hiring process, which will provide increased transparency to the field.	*Upload and reconcile position and funding data	December 2016
	Track and reassign open positions. Allow ability to track positions in the "blanket" verses budgeted positions.	Position tracking database	COMPLETE
		*Develop processes and systems to allow to track funding for positions concurrently with DPR 81 process to increase transparency to the Field	COMPLETE
Develop an Annual Maintenance Program	Complete development of facility, natural resources, cultural resources and interpretation and education ongoing maintenance programs. Identify funding priorities sustained to ensure an adequate level of ongoing operations and maintenance.	*Annual Maintenance Report	December 2017
Update Facilities Annual Maintenance Program	Update existing database for facilities maintenance activities (buildings, grounds, roads, trails, systems, etc.) with updated budgeting protocols.	Updated budget	COMPLETE
Update Natural Resources Annual Maintenance Program	Update existing database for natural resources maintenance activities (management units) with updated budgeting protocols.	Updated budget	COMPLETE

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Develop Cultural Resources Annual Maintenance Program	Develop and implement a new database to capture the needs of DPR's Cultural Resources Program (historic buildings, archeological sites, cultural landscapes, artifact maintenance, etc.) in accordance with updated budgeting protocols.	Updated budget	COMPLETE
Develop Interpretation and Education Annual Maintenance Program	Develop and implement a new database to capture the needs of the Interpretive and Education Program (panels, displays, museum items, etc.) in accordance with updated budgeting protocols.	Updated budget	COMPLETE
Partnerships			
Willow Creek Partnership	Innovative partnership with Sonoma County, collaboration with Resources Legacy Fund, Save the Redwoods League, and Mendocino Redwoods Company to jointly operate Willow Creek, sub-unit of Sonoma State Park.	Transportation management, initial access development and operations plans	*TBD
Google Trekker	Ongoing partnership to bring state park trails, beaches, historic structures and museums to a digital online viewing format/platform using Google Street View.	Historic buildings (partial) California Coast Parks and Beaches: 141 captured; another 3 pending	COMPLETE COMPLETE
*Development of updated Departmental Partnership policies and procedures	Updated DAM/DOM policies for Park Operations Policy Group (POPG) review and recommendation to Executive Staff.	Draft updated policy	August 2016
Relevancy			
Develop Alternative Minimal Amenity Overnight Lodging - Cabins	Ongoing project providing enhanced camping opportunities through the installation of camping cabins. A joint project embarked through the Parks Forward Commission, Resource Legacy Fund and continued through the Transformation Team process. This project continues to utilize the Parks Forward collaborative approach with Cal-Poly at Pomona.	Nine cabins at Jedidiah Smith Redwoods, Prairie Creek Redwoods and Patrick's Point State Parks Installation of Cal Poly Wedge cabin at Big Sur 13 cabins at Angel Island State Park	COMPLETE COMPLETE December 2016

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		Implementation of project design for 10 cabins at Calaveras Big Trees State Park	*Underway with update September 2016
Park Access Tool: Statewide Outdoor Recreation Plan (SCORP)	Project is the nation's first geographic information system (GIS) of demographic information that can identify areas where parks are needed.	GIS software that can produce demographic reports	COMPLETE
Headquarters/Field Support Service Improvements			
Electronic Timesheet	Project will convert DPR's manual entry paper timesheet process to an electronic system that will capture work and task detail in keeping with the future service-based budgeting and allocation system currently under design. Ultimate goal will be to allow for electronic transfer of payroll data to the State Controller's Office (SCO).	Feedback from other state departments using electronic systems	January 2017
Electronic Signature	Pilot project underway utilizing DocuSign software to facilitate routing and approval of internal departmental documents.	Pilot test results	COMPLETE
Automated Sign Ordering	Conversion from a paper to digital process for department sign ordering. The goal is to improve the ordering, approval and review procedures for standardized signs, and posting updated "Sign Handbook" online for ease of use.	Phase I - Convert to digital online request forms for standard signs and ability to email to sign shop	COMPLETE
		Post digital-sign handbook and establish an online request process using existing information technology solutions	COMPLETE
		Develop online ordering for specialized signage	TBD
Automation of Hiring Process (KRONOS)	Review and evaluate DPR 81 process	Planning and assessment	COMPLETE
	Configuration of KRONOS model to meet state parks requirements	Configure / Build	COMPLETE

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		Testing and training	COMPLETE
		*Training , Testing, and verification	September 2016
		Implementation and roll out	December 2016
81 Toolkit Development	Develop an interim toolkit to facilitate the 81 process until KRONOS is ready for implementation	Develop and share with Field	COMPLETE
Development of General Field Supervisory and Field Managerial Classification	Expand the Park and Recreation Specialist Classification for broader utilization of the career path to support and align supervisory level with more consistent experience and pay grade.	Develop project scope and description	COMPLETE
	Develop detailed scope of work with milestones, timelines and cost	Develop a bulletin that details new authority, the types of groups that qualify, the types of projects that fit the constraints, and the process for utilizing the new contracting exemption	COMPLETE
*Redevelop the Department Training Program		Required core training needs for mission-based program areas	September 2016
		Parks Leadership Development Program Pilot	September 2016
		Intro to Parks converted to e-learning course	November 2016
		New Learning Management System	June 2017
		Rank & File Certificate Program (non-technical)	June 2017
Integration of full Parks Leadership Development Program into department training framework	September 2017		
*Implementation of SB 204	Develop guidelines and templates for implementation of SB 204 for Youth Corps and non-profits	Develop a bulletin that details the new authority, the types of groups that qualify, the types of projects that fit the constraints, and the process for utilizing the new contracting exemption.	COMPLETE
*Addressing New Ways of Public Engagement: Updating the Department's Photographic Policy	Update DPR's Photographic Policy, aligning with intellectual property rights and crafted with sufficient flexibility to address the rapid changes in multimedia communication	Draft updated policy [specific Scope, Schedule and Budget TBD]	December 2016

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		Draft policy vetted through formal review and approval process	July 2017
Communications			
Document and Communicate the State Parks Story	Transformation Team Relevancy Committee to describe DPR's mission, roles and responsibilities, and significant benefits.	Create document	Ongoing
		Complete communication plan for transformation innovative programs	Ongoing
*Natural and Cultural Resources			
Collaborative Natural Resources Stewardship: Crystal Cove Project	Establish a cooperative venture to improve stewardship of natural resources at Crystal Cove State Park through a collaboration among multiple public landowners and experienced stewardship partners.	Establish partnership among DPR's Orange Coast District, Orange County, city of Irvine and the Irvine Ranch Conservancy	TBD 2016
		Develop a Natural Resources Management Plan for Crystal Cove State Park	TBD 2017
		Develop a management operations plan that identifies roles and responsibilities for implementing the Natural Resources Management Plan.	TBD 2017