

# Transformation Team Transformative Departmental Projects

VERSION 2-16-16

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

<i>Transformative Project</i> Project Area    Sub-Set Project	<i>Project Description</i>	<i>Project Deliverable</i> (what this project will produce)	<i>Estimated Date of Completion</i> (dates are subject to change)
<b>Modernization</b>			
<b>Recreation and Reservations and Sales Service (R2S2)</b>	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 In-Service Date	COMPLETE COMPLETE COMPLETE COMPLETE October 2016
<b>Department Intranet Update</b>	Modernize the department's Intranet site.	New Intranet interface	TBD
<b>Wi-Fi Implementation</b>	Update Wi-Fi service statewide for park and visitor use.	Joint meeting with department staff to determine best approach and current status	COMPLETE
	*Develop project documents, management plan and define three phase categories	26 completed park locations 13 park locations to be completed by June	COMPLETE
	*Install and test all Wi-Fi locations	All upgrades complete	August 2018
<b>Develop an Existing Park Data Base</b>	Develop file conventions and create model data sets for unit data files (UDF).	Consistent UDF data formats Initial proposal received and being reviewed Proposal evaluation for funding	June 2016 COMPLETE COMPLETE
	*Demonstration of capabilities and departmentwide significance	Demonstration Report	February 2016
<b>Revenue Enhancements</b>			
<b>New and Enhanced Revenue</b>	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	June 2016
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. In training - 4 districts Adopting the initial stages before training - 9 Districts	COMPLETE COMPLETE COMPLETE

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		Districts pending implementation - 4 Districts	COMPLETE
Automatic Pay Machines	Installation of automatic entrance and parking pay machines at various southern California state parks.	Installation of Automatic Pay Machines at the Orange Coast District	COMPLETE
		Installation of APMs at Angeles District	June 2016
		District coordination	COMPLETE
<b>Budget Management Improvements</b>			
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	February 2016
		Field training	June 2016
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.	Position funding database	July 2016
		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
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.		
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
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

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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
<b>Partnerships</b>			
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	July 2016
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.	California Coast Parks and Beaches	Complete
		Historic buildings (partial)	COMPLETE
		Museums	TBD
<b>Relevancy</b>			
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	COMPLETE
		Installation of Cal Poly Wedge cabin at Big Sur	COMPLETE
		13 cabins at Angel Island State Park	December 2016
		Implementation of project design for 10 cabins at Calaveras Big Trees State Park	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
<b>Headquarters/Field Support Service Improvements</b>			
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	March 2016
Electronic Signature	Pilot project underway utilizing DocuSign software to facilitate routing and approval of internal departmental documents.	Pilot test results	June 2016

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<b>Automated Sign Ordering</b>	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	<b>COMPLETE</b>
		Post digital-sign handbook and establish an online request process using existing information technology solutions	<b>COMPLETE</b>
		Develop online ordering for specialized signage	TBD
<b>*Automation of Hiring Process (KRONOS)</b>	Review and evaluate DPR 81 process	Planning and assessment	February 2016
	Configuration of KRONOS model to meet state parks requirements	Configure / Build	March 2016
		Testing and training	May 2016
		Implementation and roll out	June 2016
<b>*81 Toolkit Development</b>	Develop an interim toolkit to facilitate the 81 process until KRONOS is ready for implementation	Develop and share with Field	<b>COMPLETE</b>
<b>*Development of General Field Supervisory and Field Managerial Classification</b>	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	<b>COMPLETE</b>
	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	February 2016
<b>Communications</b>			
<b>Document and Communicate the State Parks Story</b>	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	TBD