

Concealed Weapons Permitium Implementation

State of Arizona – Department of Public Safety

Change Request



April 17, 2024

Agency Vision

To be the national model in providing state-level law enforcement services.

Agency Mission

To provide public safety to the state of Arizona.



Project Team Introduction

Roles Present at ITAC

- Michele Johnson - Program Management Office Manager
- Sierra Rose – Project Manager

Project Introduction

Date/high-level overview of the approved original project investment justification (PIJ):

On December 27, 2022, ADOA ASET approved the original project investment justification (PIJ) to procure the Concealed Weapons Permittum solution.

This solution:

- Provides a web-based solution for the processing and tracking of concealed weapons and Law Enforcement Officers Safety Act (LEOSA) permits
- Eliminates manual application entry by DPS's Concealed Weapons Unit
- Increases customer service by reducing the amount of time required to issue permits
- 60% of applications are being submitted on-line which exceeded the original goal of 5% in the first year of use

The original PIJ spanned 6 months and had development costs of \$586,749. An additional \$191,764 was spend on enhancements was spent in December 2023, and \$34,495 was spent in February 2024 to implement multi-factor authentication for applicants, bringing the total spent to date to \$813,009.

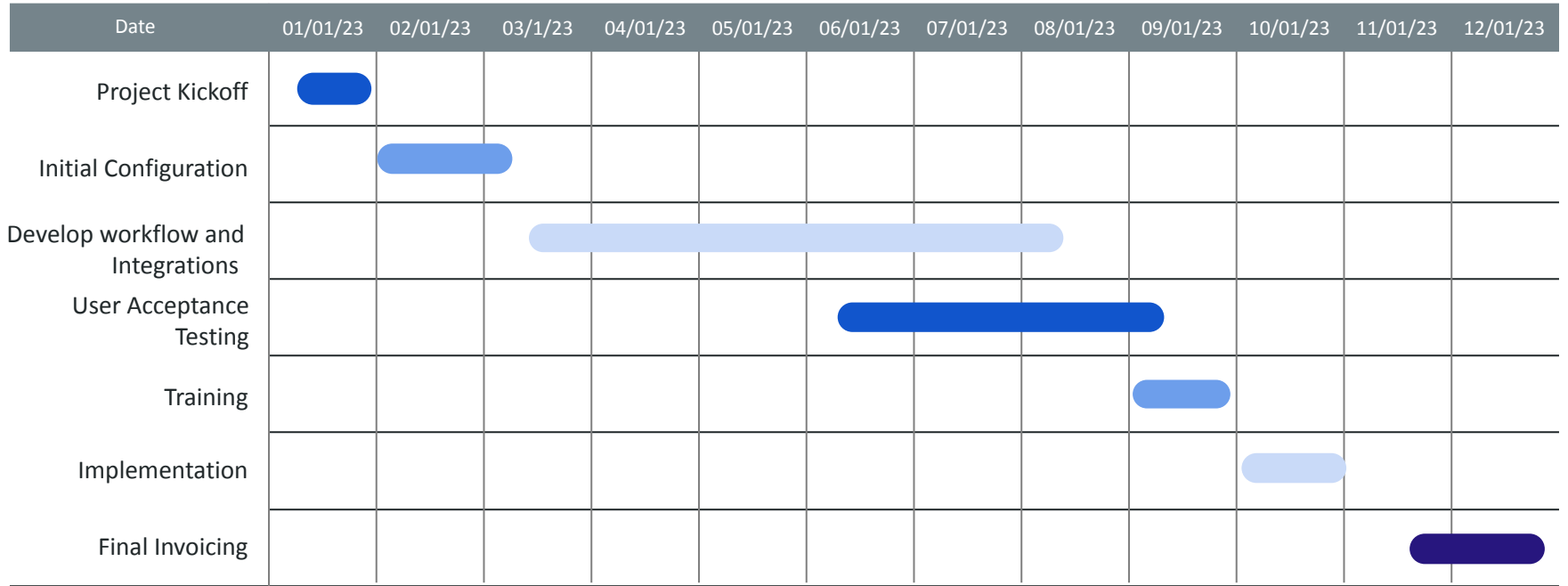
Minimum viable product was implemented in October 2023 on budget.

Current Project Status

Original project plan:

- Minimal viable product was implemented October 12, 2023 and has been operating for 7 months
- DPS originally planned to fund the entire project using the \$550,000 APF funds and cover the remaining balance with DPS operational funds.
 - DPS reprioritized their base budget, which required the Department spend \$449,055.
 - This shift in funding left a balance of \$186k in APF funding available for the project.
 - The remaining \$186K will be used for post-implementation enhancements to the application.

Project Timeline – Start To Go Live



Current Project Costs

Project Costs by Category	FY24	FY25	FY26	FY27	FY28	Total
Professional & Outside Services (Contractors)	\$109,080					\$109,080
Hardware						
Software						
Communications						
Facilities						
License & Maintenance Fees	\$703,929	\$286,000	\$286,000	\$286,000	\$286,000	\$1,847,929
Other Operational Expenditures						
Total Development	\$813,009					\$813,009
Total Operational	\$0	\$286,000	\$286,000	\$286,000	\$286,000	\$1,144,000

Project Change Request Overview

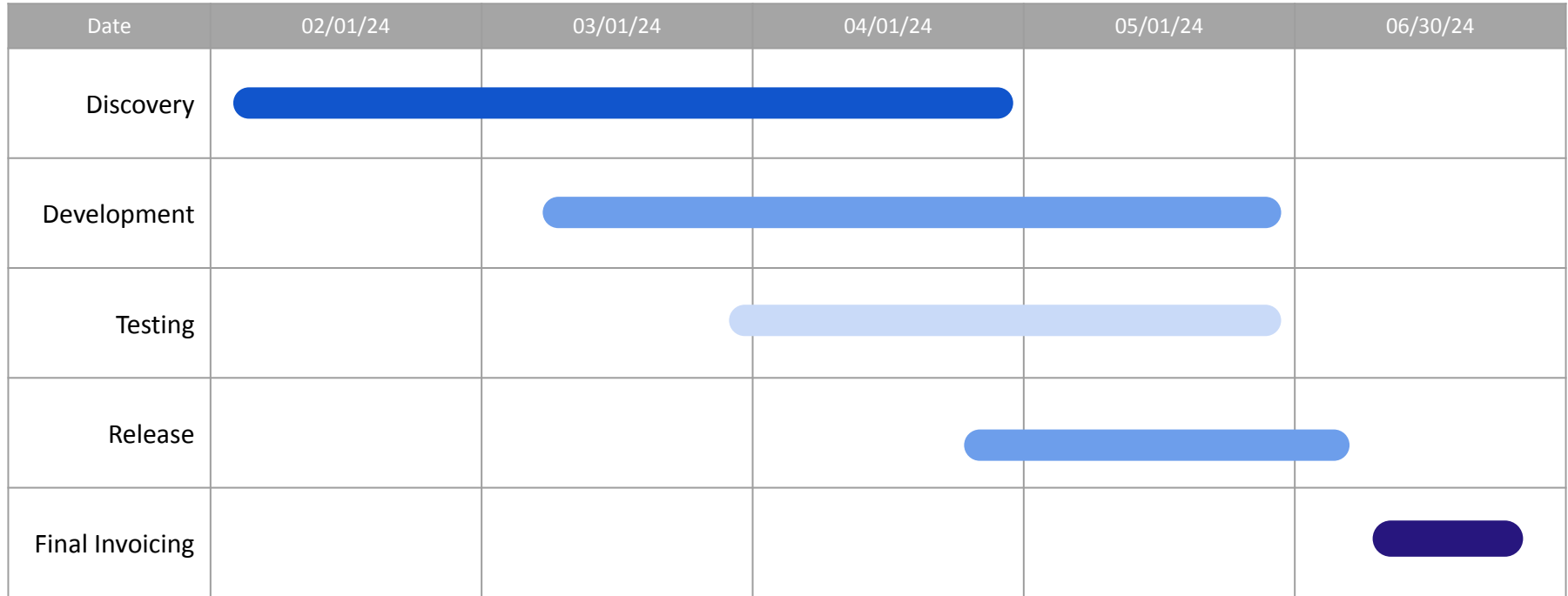
What in the PIJ is changing?:

- Timeline
 - From 4/30/24 to 6/30/24
- Scope
 - Adding additional functionality to improve system and fully utilize APF funding
- Budget
 - From \$813,009 to \$999,055

What initiated this change?:

- DPS realignment of FY23 budget to use \$449,055 of base budget
- Concealed Weapons Unit identified post-implementation enhancements that would improve system functionality, streamline additional business practices and utilize remaining APF funds

Revised Project Timeline - Post Go Live



↑ - Current



**Permitium follows Agile software development.

Revised Project Scope

Identify any change in scope and possible benefits:

- After 7 months of use of the application, the Concealed Weapons Unit and Permitium identified several post implementation enhancements that can be completed using the remaining APF funds:
 - Automated approval of permits (including a one-time update of pending permits)
 - Full integration with Fieldprint to process electronic fingerprints
 - Application safeguards to ensure connection to DPS message switch is stable and reconnects automatically in the cases of a disruption
 - Daily fee breakdowns on the financial reports
 - Automated background checks for applicants born outside of the United States

Amended Project Costs (if applicable)

Project Costs by Category	FY24	FY25	FY26	FY27	FY28	Total
Professional & Outside Services (Contractors)	\$109,080					\$109,080
Hardware						
Software						
Communications						
Facilities						
License & Maintenance Fees	\$889,975	\$286,000	\$286,000	\$286,000	\$286,000	\$2,033,975
Other Operational Expenditures						
Total Development	\$999,055					\$999,055
Total Operational	\$0	\$286,000	\$286,000	\$286,000	\$286,000	\$1,144,000

Q & A Session

Recommended Conditions

ADOA-ASET Conditions

1. Should development costs exceed the approved estimates by 10% or more, or should there be significant changes to the proposed technology scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET, and ITAC if required, for review and approval prior to further expenditure of funds.
2. Monthly reporting on the project status is due to ADOA-ASET no later than the 15th of the month following the start of the project. Failure to comply with timely project status reporting will affect the overall project health. The first status report for this project is due on February 15, 2023.
3. Prior to system production environment launch or go live, the Agency must work with the Department of Administration (ADOA) and Department of Homeland Security (AZDOHS) Cyber Command, to assure the System Security Plan document is completed and approved by Cyber Command in order to ensure that the selected solution will provide an appropriate level of protection for State data.

ITAC Voting Options

What ITAC May Consider In Review Whether:

- a. The proposed solution addresses the stated problem or situation;
- b. The budget unit is competent to carry out the project successfully;
- c. Sufficient sponsorship and support by budget unit leadership exists;
- d. Cost estimates provided are accurate;
- e. The proposed project aligns with the budget unit's Strategic IT Plan; and
- f. The proposed solution complies with statewide IT standards.

ITAC Motions:

- a. Move to Approve
- b. Move to Approve with Conditions As Presented
- c. Move to Approve with Conditions
 - i. Committee May Modify or
 - ii. Add Conditions
- d. Move To Deny or temporarily suspend development activities

Relevant Statutes and Rules