Program #15022 - Alfresco Document Management Stabilization and Upgrade | 3/2/2021

Department:	District Attorney	**Program Contact:**	Ross Lamberth
Program Offer Type:	Innovative/New Program	**Program Offer Stage:**	As Requested
Related Programs:			

Program Characteristics: One-Time-Only Request, Out of Target

Executive Summary

This project intends to upgrade MCDA's Document Management Systems (Alfresco) by updating it to the latest version of the Alfresco application, moving the application environment from Windows 2012 servers to Windows 2019 servers, adding programmatic features to the Juvenile instance that were previously added only to the Adult instance, upgrading the scanning software used to input documents into Alfresco, and training staff on the significantly updated software interface.

Program Summary

Upgrade Alfresco to Version 6.2 (required to maintain CJIS compliance as well as stabilize Alfresco which is currently crashing due to age and significantly increased usage)
1. Setup, configure, test, and implement (a) development and (b) production environments
2. Migrate all current content from Windows 2012 Virtual Servers to Windows 2019 Virtual Servers.
3. Maintain functionality of previously installed components / modules including: Profiler, Bulk Import, Case Viewer, Discovery, Person Documents, and Search Documents module
4. Assist in the specification and configuration of upgraded storage hardware and software methods needed to handle the expected significant increase in storage volume due to Body Worn Camera initiatives throughout MCDA's jurisdictions.
5. Update and reconfigure the current scanner software used to input documents into the new version of Alfresco or move to the recommended replacement scanner software and configure it to work with the new version of Alfresco. Includes: Batch classes, Separator Sheets, Archive queue, Filters. (similar costs for both options)

Update Juvenile Document functionality to mirror Adult Document functionality

Work with MCDA and other jurisdictional development staff to migrate all current interfaces (ex: CRIMES, ePortfolio, DCJ e-Recog) to operate with the new version of Alfresco.

Work with MCDA to develop and implement training materials and methods needed to train MCDA staff at all levels in the use of the new software interface as well as modified methods of performing some operations as required by the new software.

Performance Measures

Measure Type	Primary Measure	FY20 Actual	FY21 Budgeted	FY21 Estimate	FY22 Offer
Output	Alfresco upgraded, tested, and accepted for use.	N/A	N/A	N/A	100%
Outcome	Employees trained and able to fully use Alfresco.	N/A	N/A	N/A	170
Output	Scanning software updated, tested, & accepted for use.	N/A	N/A	N/A	100%
Outcome	Employees trained and able to fully use scanners.	N/A	N/A	N/A	60

Performance Measures Descriptions

Legal / Contractual Obligation

Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Requested General Fund	Requested Other Funds
Program Expenses	**2021**	**2021**	**2022**	**2022**
Personnel	$0	$0	$73,268	$0
Materials & Supplies	$0	$0	$571,600	$0
Total GF/non-GF	**$0**	**$0**	**$644,868**	**$0**
Program Total:	**$0**		**$644,868**	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	**$0**	**$0**	**$0**	**$0**

Explanation of Revenues

Significant Program Changes

Last Year this program was: