

US EPA ARCHIVE DOCUMENT

## ERP Pilot Project Quarterly Report – VA DEQ UST ERP

02/14/07 – Second Quarterly Report –

VA-DEQ-OSRR staff have continuously met with the DEQ Office of Information Services (OIS) staff to prepare for the development and rollout of a properly interfacing software ERP tool. Key discussion topics involve web-hosting, security, contracting, and timing and interfacing with the agency-planned web platform decisions currently underway.

Contract negotiations continued during the period with the Virginia Commonwealth University's (VCU) Center for Environmental Studies for refinements to a Scope of Work (SOW) to begin the project by developing a decision tree mapping that follows the EPA UST ERP Workbook and software design. Key Deliverables: UST ERP Workbook logic path/decision tree developed represented as a logic flow diagram using Microsoft VISIO 2003 with an electronic version and hardcopy provided; software design specifications documentation with design concepts, prototypes and design constraints. As of February 14, 2007 the final SOW and DEQ Agency Requisition for \$32,914 contracting the initial phase were being approved by both entities and the VCU sponsored programs group is now negotiating the final contract with DEQ-Administration-Finance for a 3/31/07 start date through a 7/1/07 completion. By that time the DEQ-OIS is anticipated to have an agency platform decision which will determine whether a CD-ROM or web-based ERP product is best.

On September 25, 2006 a revised Quality Assurance Project Plan (QAPP) was developed and submitted to EPA after extensive discussions in-house and via conference call with EPA statistical advisors. Sampling error is to be avoided at all costs. Any comments by EPA on this revised QAPP will be incorporated upon receipt.

As discussed last quarter, the UST database was random sampled for the approximately 100 selected ERP facilities with the 20 UST facility type categories (e.g. airline, gas station, commercial, utility, etc.) being used and samples weighted based on the total active facilities existing within each type. A broad spectrum of owners and facility types are included. The associated UST owners and their association representatives will be contacted to begin the process of encouraging them to volunteer for participation in the ERP project. DEQ inspection staff and facility owners will make up the key stakeholders for this pilot project.

In an effort to gain the talents of other state entities of higher learning in this innovation project, the College of William & Mary's computer sciences department has agreed to incorporate the UST ERP project as a class project for an upper-level class under Dr. Robert Noonan, Director of Undergraduate Studies.