

OpenGov 


CCSF - PermitSF

Weekly Status Report - April 13, 2026



Project Status – High Level

Status Indicators (**GREEN** = on track, no major issues; **YELLOW** = potential risk to project delivery; **RED** = issues present with major impact to scope, schedule, resources)

<p>PermitSF Project Health</p>		<p>Water Flow and Contractor Authorization are live as of April 13. Bluebeam and inspection scheduling product enhancements have both shipped.</p> <p>The project is now running on two parallel tracks:</p> <ul style="list-style-type: none">• Stabilization and adoption of April workflows• Active configuration of June workflows across Electrical, Plumbing, and related permit types <p>New inspection scheduling requirements confirmed today are under OpenGov feasibility review, with findings to be shared with PermitSF shortly. The June 15 go-live target remains the focus for both teams.</p>
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Project Status – Risks, Issues, Wins

Top Risk(s)

1. **Inspection Scheduling: New Requirements Under Feasibility Review** – New inspection scheduling product requirements surfaced last week and were confirmed today. OpenGov is currently reviewing feasibility, timeline, and prioritization. PermitSF feedback will be needed once that assessment is complete. The goal is to resolve this quickly and maintain the June 15 go-live target.
2. **June Timeline Dependency on Configuration & Decisions** – The next two weeks are critical for finalizing inputs and decisions for June workflows; delays in alignment or inputs may impact downstream configuration, testing, and training readiness.

Top Issue(s)

1. **User Adoption & Training Variability** – While training has been delivered, continued reinforcement and support will be needed to ensure consistent adoption and confidence across all user groups.
2. **Data & Reporting Approach Still Being Finalized** – Alignment is in progress on the long-term data architecture (API vs. views) and reporting strategy to support both operational and analytical use cases at scale.

Top Win(s)

1. **April Workflows Successfully Launched** – Waterflow and Contractor Authorization record types are now live as of April 13, marking a key milestone for Phase 1 delivery and validating readiness across configuration, training, and deployment.
2. **SOP & Training Materials Deployed** – Click paths, training sessions, and supporting materials were delivered ahead of go-live, enabling users to begin operating in the system with guidance.

Project Status – Milestones

Status Indicators (**GREEN** = on track, no major issues; **YELLOW** = potential risk to project delivery; **RED** = issues present with major impact to scope, schedule, resources; **GREY** = not started)

Milestones/ Workstreams	Record Type Workflows	Data Migration	Payment Processor	Integration**	Reporting & Dashboards	Change Management
Initiate	Completed	Completed	Completed	Completed	Completed	Completed
Validate	Completed	Completed	Completed	Completed	Completed	Completed
Configure	Completed (Feb) Completed (Apr) In Progress (Jun)	N/A	Completed	Completed (Feb) Completed (Apr) In Progress (Jun)	Completed (Feb) Completed (Apr) In Progress (Jun)	Completed (Feb) Completed (Apr) In Progress (Jun)
Train	Completed (Feb) Completed (Apr) Not Started (Jun)	N/A	Completed	Completed (Feb) Completed (Apr) Not Started (Jun)	Completed (Feb) N/A (Apr) Not Started (Jun)	Completed (Feb) Completed (Apr) Not Started (Jun)
Launch	Completed (Feb) Completed (Apr) Not Started (Jun)	N/A	Completed	Completed (Feb) Completed (Apr) Not Started (Jun)	Completed (Feb) N/A (Apr) Not Started (Jun)	Completed (Feb) Completed (Apr) Not Started (Jun)

Integration includes Master Address Table, GIS with Flags, CSLB, Advanced Reporting Integration, Bluebeam


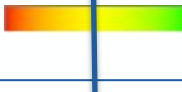

Project Status – Workflow/ Permit Type

Status Indicators (GREEN = on track, no major issues; YELLOW = potential risk to project delivery; RED = issues present with major impact to scope, schedule, resources; GREY = not started)

Workflow	Fire Construction	Fire Operational	Express & OTC Trades	OTC DSW-R	Signs	Solar App+	Special Events	Water Flow	Contractor Authorization
Initiate	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
Validate	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
Configure	Completed		In Progress Due by 4/29	Completed		In Progress Due by 4/29	Completed	Completed	Completed
Train	Completed		Not Started	Completed		Not Started	Completed	Completed	Completed
Launch	Completed		Not Started Go Live: 6/15/26	Completed		Not Started Go Live: 6/15/26	Completed	Completed	Completed

Project Health Tracker Dashboard

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Delivery		April workflows live as of April 13 (7:00 AM PST). Bluebeam released April 10. Inspection scheduling enhancements released first week of April. June workflow configuration in progress – Express & OTC Trades and Solar App+ due by 4/29. New inspection scheduling requirements confirmed today; OpenGov feasibility review in progress, findings to be shared with PermitSF ahead of May on-site.
Schedule		April go-live executed on plan. June 15 target on track. Next two weeks are the critical window: configuration inputs and decisions must be finalized by end of April to protect testing, training, and May on-site readiness.
Resource/Capacity		OpenGov capacity steady across both tracks. Maintaining June 15 requires timely SME availability and decision inputs from PermitSF, particularly as configuration dependencies for Express & OTC Trades and Solar App+ converge toward the 4/29 deadline.

Thank You