

OpenGov 

CCSF - PermitSF

Weekly Status Report - June 1, 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>PermitSF – Inspection Scheduling features were released on time on May 27. UAT is now underway this week with a target completion by end of next week. Training will follow the subsequent week upon UAT sign-off.</p> <p>Re-Roofing and Signs remain on track for the June 22, 2026 launch. The next 6–10 weeks will be focused on UAT and training execution in preparation for the trade permit launch. All workstreams remain on track per the summer launch plan.</p>
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Project Status – Risks, Issues, Wins

Top Risk(s)

1. **Inspection Scheduling: Business Process Readiness for Trade Permit Launch** – While committed Inspection Scheduling features were released on time on May 27, the next 3–4 weeks are critical. OpenGov and PermitSF are prioritizing UAT, business process decision discussions with management, and SOP development to ensure a comprehensive training plan is in place ahead of user rollout. Trade permits are high-impact, high-volume permit types, making this readiness window essential to a successful launch.

Top Issue(s)

1. **Inspection Scheduling Change Management** – Transitioning to OpenGov for inspection scheduling represents a process change for the City. Additional training sessions and business process discussions will be required to ensure high adoption and staff familiarity with the new tool and workflows.

Top Win(s)

1. **Project Reaches Stable Stage with More Permit Types on Horizon** – The project has reached a stable and mature stage. With Signs and Re-Roofing launching June 22, the City is positioned to continue expanding and is expected to roll out additional permit types to the portal over the next several months.


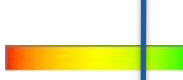

Project Status – Workflow/ Permit Type

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 / Special Events / OTC DSW [Feb 13]	Water Flow / Contractor Authorization [Apr 13]	Re-roofing	OTC Trades	Express Trades	Sign	Solar	Fire Operation
Initiate	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
Validate	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
Configure	Completed	Completed	Completed	Completed	Completed	Completed	In Progress	In Progress
Train	Completed	Completed	In Progress	In Progress	In Progress	In Progress	Not Started	Not Started
Launch	Completed	Completed	On Track (June)	Not Started	Not Started	On Track (June)	Not Started	Not Started

Project Health Tracker Dashboard

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Delivery		Inspection Scheduling features released on time on May 27. UAT is now in progress with a target completion by end of next week. Training to follow the subsequent week. Re-Roofing and Signs on track for June 22 go-live.
Schedule		All workstreams on track per summer launch plan. Next 6–10 weeks focused on UAT and training in preparation for trade permit launch. June 22 launch for Re-Roofing and Signs remains on track.
Resource/ Capacity		Capacity is steady. OpenGov recommends maintaining dedicated resources aligned to specific record types through the UAT and training cycle to support change management, business process discussions, and high adoption of Inspection Scheduling.

Thank You