

OpenGov 


CCSF - PermitSF

Weekly Status Report - May 26, 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><b>PermitSF<br/>Project Health</b></p> |  | <p>PermitSF – UAT is actively in progress with key stakeholders across departments.</p> <p>Comprehensive training plans have been finalized for the June launch as the overall project shifts focus toward summer go-live readiness. Next launch is scheduled for June 22, 2026 with permit types Signs and Re-Roofing, both on track.</p> <p>Inspection Scheduling features are on track to release this week, with UAT kicking off the following week. All workstreams remain on track per the summer launch plan.</p> |
|---|---|--|

# Project Status – Risks, Issues, Wins

## Top Risk(s)

1. **Inspection Scheduling: Feature Release This Week** — Inspection Scheduling remains the primary risk area. The feature is on track and OpenGov is actively ensuring on-time delivery this week. The timeline has no buffer for delay, as Inspection Scheduling UAT is scheduled to begin next week in support of the June 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 – 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/<br>Workstreams | Record Type<br>Workflows                                | Data Migration | Payment<br>Processor | Integration**   | Reporting &<br>Dashboards                             | Change<br>Management                                    |
|----------------------------|---|----------------|----------------------|---|---|---|
| Initiate                   | Completed   | Completed      | Completed            | Completed   | Completed   | Completed   |
| Validate                   | Completed   | Completed      | Completed            | Completed   | Completed   | Completed   |
| Configure                  | Completed (Feb)<br>Completed (Apr)<br>Completed (Jun)   | N/A            | Completed            | Completed (Feb)<br>Completed (Apr)<br>Completed (Jun)   | Completed (Feb)<br>Completed (Apr)<br>Completed (Jun) | Completed (Feb)<br>Completed (Apr)<br>Completed (Jun)   |
| Train                      | Completed (Feb)<br>Completed (Apr)<br>In Progress (Jun) | N/A            | Completed            | Completed (Feb)<br>Completed (Apr)<br>In Progress (Jun) | Completed (Feb)<br>N/A (Apr)<br>In Progress (Jun)     | Completed (Feb)<br>Completed (Apr)<br>In Progress (Jun) |
| Launch                     | Completed (Feb)<br>Completed (Apr)<br>In Progress (Jun) | N/A            | Completed            | Completed (Feb)<br>Completed (Apr)<br>In Progress (Jun) | Completed (Feb)<br>N/A (Apr)<br>Not Started (Jun)     | Completed (Feb)<br>Completed (Apr)<br>In Progress (Jun) |

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


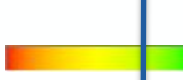

# Project Status – Workflow/ Permit Type

**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 | Re-roofing  | Express & OTC Trades | OTC DSW   | Solar App+  | Special Events | Water Flow | Contractor Authorization |
|-----------|-------------------|-------------|----------------------|-----------|-------------|----------------|------------|--------------------------|
| 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      | Completed  | Completed                |
| Train     | Completed         | In Progress | In Progress          | Completed | In Progress | Completed      | Completed  | Completed                |
| Launch    | Completed         | In Progress | In Progress          | Completed | Not Started | Completed      | Completed  | Completed                |

# Project Health Tracker Dashboard

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

|                               |   |   |
|-------------------------------|---|---|
| <b>Delivery</b>               |  | Inspection Scheduling features are on track to release this week. UAT kicks off next week. Training plans for June launch are finalized and confirmed.        |
| <b>Schedule</b>               |  | All workstreams on track per summer launch plan. Next launch on June 22, 2026 for Signs and Re-Roofing permit types, both on track for go-live.               |
| <b>Resource/<br/>Capacity</b> |  | Capacity is steady. Recommendation to maintain dedicated resources on Inspection Scheduling through UAT completion to support change management and adoption. |

**Thank You**