

OpenGov 

CCSF - PermitSF

Weekly Status Report - March 23, 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>The project has finalized the remaining workflows go-live plan and timeline, with alignment between PermitSF and OpenGov.</p> <p>Water Flow and Contractor Authorization are on track</p> <ul style="list-style-type: none">• UAT is underway• Training begins the week of 3/30• Go-live remains April 13 <p>PermitSF has prioritized high-volume, high-impact permit types and added OTC Trade workflows (re-roofing, plumbing, electrical, kitchen remodel, bath remodel), along with Solar App+, to the next release phase</p> <ul style="list-style-type: none">• Target go-live: June 15 <p>Collaboration between PermitSF and OpenGov remains strong, with improved governance, faster decision-making, and shorter feedback cycles increasing overall implementation effectiveness.</p>
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Project Status – Risks, Issues, Wins

Top Risk(s)

1. **Governance & Decision Latency:** Project resource constraints require continued focus on value-driven work. Delays in decisions, rework, or repeated sessions may impact scope, timeline, and budget.

Top Issue(s)

1. **Timely SME Engagement:** Timely responses and alignment from designated DBI subject matter experts are critical to maintaining configuration progress and ensuring a successful June launch.

Top Win(s)

1. **April Workflows On Track** – Water Flow and Contractor Authorization progressing through UAT and training toward April 13 go-live.
2. **June Rollout Plan Finalized** – PermitSF and OpenGov aligned on prioritized workflows (including OTC Trade and Solar App+) with a confirmed June 15 go-live plan.
3. **Stronger Governance & Collaboration** – Improved coordination and faster feedback cycles are increasing overall implementation efficiency.

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) On Track (Apr) Not Started (Jun)	N/A	Completed	Completed (Feb) On Track (Apr) Not Started (Jun)	Completed (Feb) On Track (Apr) Not Started (Jun)	Completed (Feb) On Track (Apr) Not Started (Jun)
Launch	Completed (Feb) On Track (Apr) Not Started (Jun)	N/A	Completed	Completed (Feb) On Track (Apr) Not Started (Jun)	Completed (Feb) On Track (Apr) Not Started (Jun)	Completed (Feb) On Track (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	On track Week of 3/30	On track Week of 3/30
Launch	Completed		Not Started Go Live: 6/15/26	Completed		Not Started Go Live: 6/15/26	Completed	On Track Go Live: 4/13/26	On Track Go Live: 4/13/26

Project Health Tracker Dashboard

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Delivery		April workflows (Water Flow and Contractor Authorization) are progressing as planned, with UAT underway and training readiness confirmed. June workflows (OTC Trade and Solar App+) are prioritized and moving into configuration, aligned with the agreed project plan.
Schedule		The project is now aligned on two key milestones: <ul style="list-style-type: none">• April 13 – Water Flow and Contractor Authorization• June 15 – Prioritized workflows (including OTC Trade and Solar App+) The updated timeline provides sufficient time for testing, training, and launch preparation, while maintaining steady rollout momentum.
Resource/Capacity		OpenGov capacity remains steady. PermitSF and OpenGov are operating under a strengthened governance framework, improving communication and enabling faster decision-making. Continued engagement from PermitSF DBI designated subject matter experts will be key to maintaining configuration progress and ensuring a successful June launch.

Thank You