

OpenGov 


CCSF - PermitSF

Weekly Status Report - March 30, 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 workflows are progressing as planned, with UAT underway and training in progress for the April 13 go-live.</p> <p>In parallel, the team is preparing for the next phase of execution. Final requirement validation for June workflows is on track, with PermitSF committed to delivering finalized requirements to OpenGov by the end of this week to begin configuration.</p> <p>The project is now operating across two parallel tracks:</p> <ul style="list-style-type: none">• April go-live execution (UAT, training, launch readiness)• June workflow preparation (requirements validation → configuration kickoff) <p>This approach maintains momentum while ensuring readiness for the next release phase.</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 Workflow On Track** – Final requirement validation progressing, with PermitSF committed to submit finalized requirements this week to enable configuration start.
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) In Progress (Apr) Not Started (Jun)	N/A	Completed	Completed (Feb) In progress (Apr) Not Started (Jun)	Completed (Feb) N/A (Apr) Not Started (Jun)	Completed (Feb) In Progress (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	In Progress	In Progress
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

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

Delivery		April workflows (Water Flow and Contractor Authorization) are progressing through UAT and training as planned. June workflows are entering configuration readiness, with requirement validation nearing completion and no current delivery risks.
Schedule		April 13 remains on track for Water Flow and Contractor Authorization. June workflows are preparing to move into configuration, pending final requirement submission this week. The project continues to maintain momentum across both phases.
Resource/Capacity		OpenGov capacity remains steady. PermitSF and OpenGov teams are coordinating across parallel workstreams (April execution and June preparation). Continued timely engagement from subject matter experts will be key to sustaining pace into the June release.

Thank You