Overview

The Oakland County Technical Design Review Process is designed to ensure consistency in our approach to project execution across Information Technology. It creates a culture of collaboration from design through rollout.

This process flow has been built from our existing best practices and key learnings from projects. Following this process will result in:

- Improving engagement in the project delivery process
- Creating a sense of cross-functional ownership of every project
- Ensuring communication between all key project groups
- Bringing fresh eyes to the design process to improve the overall approach

Estimates

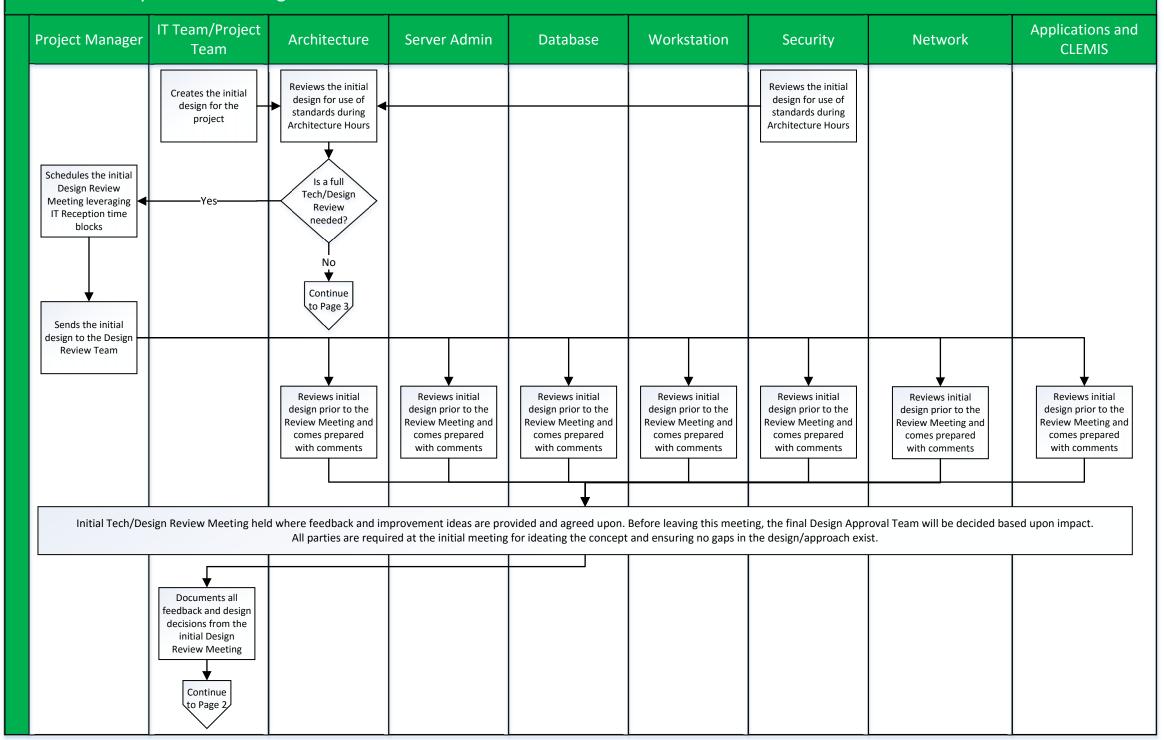
- For a project that leverages Oakland County Standards, there will be no additional hours required for this project.
- For a project that will leverage non-standards, the following hours will be consumed:

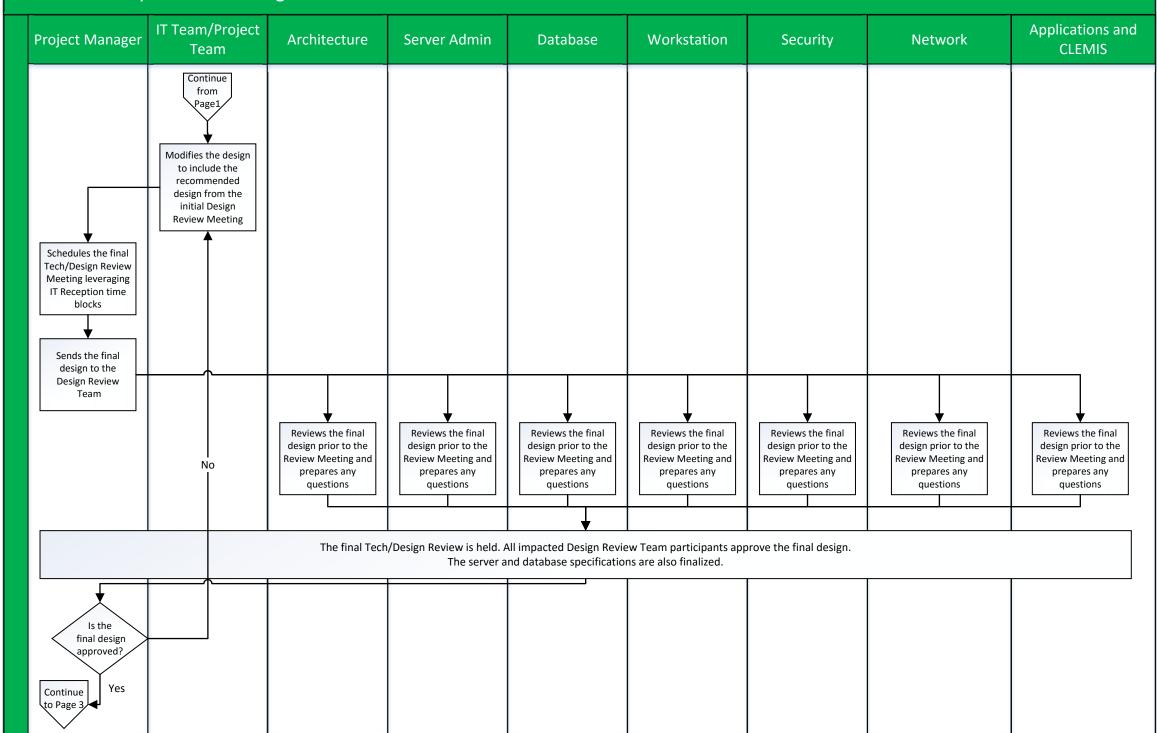
Tech Review Hours – 24 Hours

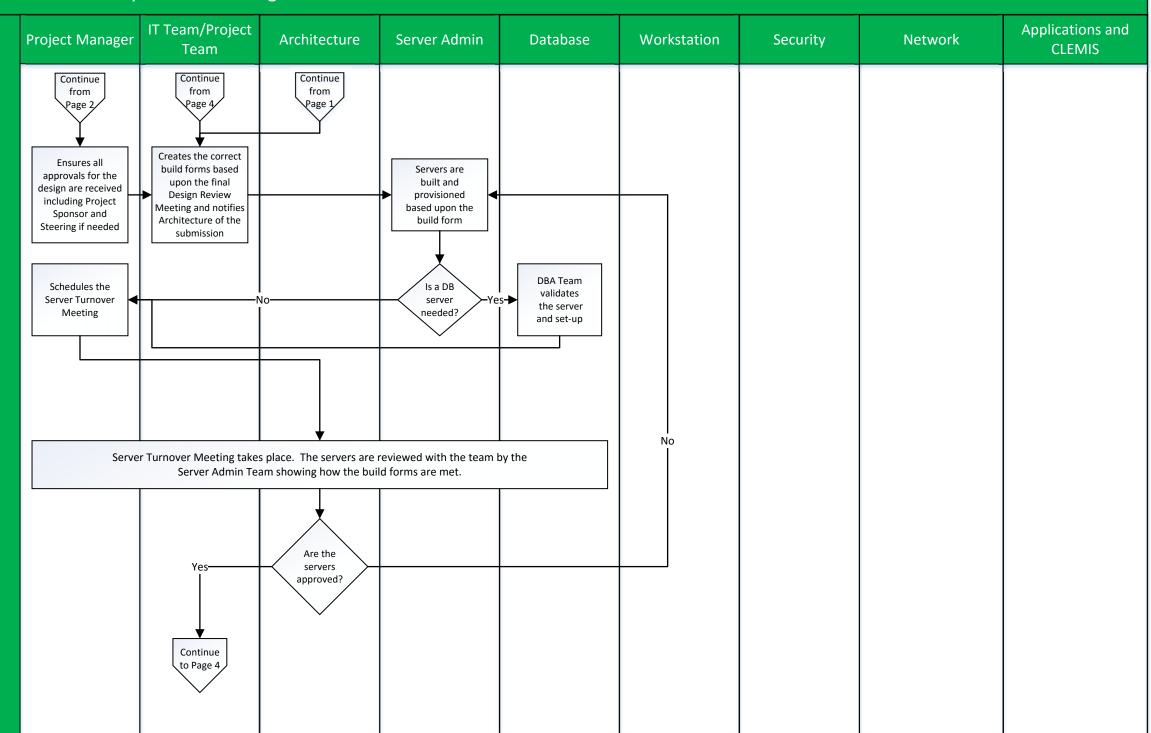
- Pre-read for initial Tech/Design Review 4 Hours (30 minutes x 8 Areas)
- Initial Tech/Design Review 8 Hours (1 hour for the Meeting x 8 Areas)
- o If needed, pre-read for the final Tech/Design Review 4 Hours (30 minutes x 8 Areas)
- If needed, final Tech/Design Review 8 Hours (1 hour for the Meeting x 8 Areas)

Environment Turnover – 9 Hours

A 30-minute meeting for each environment x 6 Areas







Project Manager	IT Team/Project Team	Architecture	Server Admin	Database	Workstation	Security	Network	Applications and CLEMIS
Plans for the future environment builds based upon project plan when the next build is needed Continue to Page 3	Takes control of the server and continues work		Implements Server Monitoring for the servers with threshold monitoring					
Notified of the alert; PM schedules the Triage Meeting following the Incident/Problem Team Methodology	No	0	Has an alert triggered? Yes Is the server in production? Yes					
			Notify the IT Team/ Project Team and follow the Incident/ Problem Team Methodology					