

WESTERN REGIONAL AIR PARTNERSHIP

EMISSIONS DATA MANAGEMENT SYSTEM

**DBA Report
February 2005**

DRAFT

PECHAN

5528-B Hempstead Way
Springfield, VA 22151

703-813-6700 telephone
703-813-6729 facsimile

3622 Lyckan Parkway
Suite 2002
Durham, NC 27707

919-493-3144 telephone
919-493-3182 facsimile

P.O. Box 1345
El Dorado, CA 95623

530-295-2995 telephone
530-295-2999 facsimile

Prepared for:
Western Regional Air Partnership
Emissions Data Management System
Steering Committee

-and-

Western Governor's Association
1515 Cleveland Place
Suite 200
Denver, Colorado 80202

Prepared by:

E.H. Pechan & Associates, Inc.
3622 Lyckan Parkway, Suite 2002
Durham, NC 27707

March 23, 2005

Contract No. #30204-78
Pechan Report No. 9490.002.001

[This page intentionally left blank.]

Table of Contents

I. Introduction	1
II. Hours by Activity Type.....	1
A. Overview.....	1
B. Detail	1
III. Hours by Staff Type.....	3
IV. User Information.....	4
A. New Registrations.....	4
B. Privilege Promotions.....	4
C. User Census.....	5
V. Finances	5
VI. Analysis	7
VII. Plans For The Next Reporting Period	8

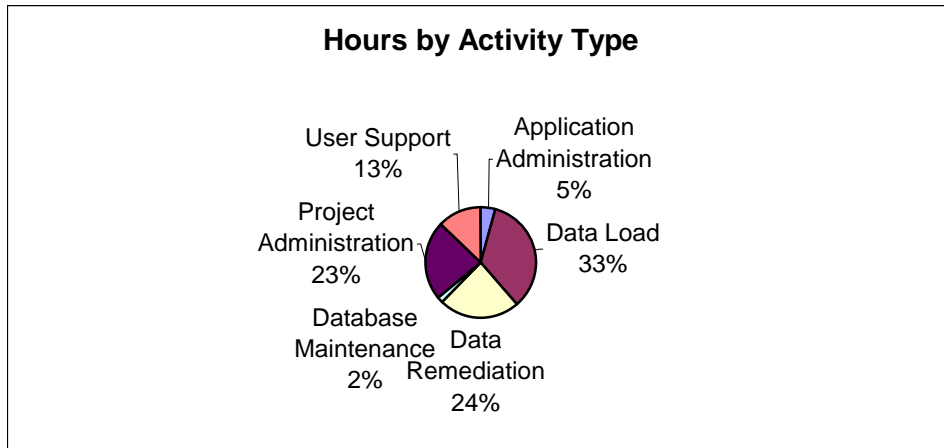
I. Introduction

This report details the activities associated with the operation and maintenance of the Emissions Data Management System (EDMS) for the report period.

II. Hours by Activity Type

A. Overview

Activity	Time	Percentage
Application Administration	5.5	5%
Data Load	41	34%
Data Remediation	28.5	24%
Database Maintenance	2	2%
Project Administration	28	23%
User Support	15.5	13%
Total	120.5	



B. Detail

Entries in this section are taken directly from activity logs and have been minimally edited.

Data Load

- Finalized inventory 6, including conversations with Tom re rolling out;
- Rolled out inventory 6 with detailed announcement;
- Discussed tribal data overlaps where state data has been prepared by the EPA with Randy Strait. Continue analysis on point source overlaps, development of

approaches to tribal data QA via software tools;

- Applied Washoe and Clark County edits to inventory 7, QA check;
- ReApply certain modifications to Washoe and Clark Data, QA Check. Run views. Announce availability of Inventory 7;
- Finished inventory 7 point, mobile, correct Clark, Washoe counties, run analyze;
- Loaded N, AF, B, started P to inventory 7;
- Cloned area sector from inv #2 to #7;
- Ran analyze, prepare inventory description document for inventory 7;
- Prepared for and executed fort Peck/Montana data resolution call. Begin analysis of overlap ratioing as a result of the call; and
- Communicated with user community about onroad and nonroad mobile data.

Data Remediation

- Worked with resolution of Ft. Peck and La Posta area submissions, as well as Ute Mtn. Ute and Southern Ute viz. Colorado, worked on tribal data priority list;
- Sent diagnostics to NM, tribal data analysis and resolution;
- Analyzed Point Source data for reservation overlap;
- Assisted NM with diagnostics;
- Discussed NV data with Tom, advise workgroup of Ute Mountain Ute findings;
- Analyzed tribal data overlaps including Southern Utes issues;
- Continued analysis of Ute Mountain Ute including new documentation from Sarah Kelly, attempt to resolve Utah;
- Continued analysis on Ute Mountain Ute situation including new documentation from ITEP, response via email. Analyze the Fort Peck/Montana overland, discuss with Tom, set up conference call for 2/25; and
- repaired sector codes.

Database Maintenance

- monitored storage levels; and
- Modified database table, addition of corrected dates.

Project Administration

- Discussed DBA Monthly report with Project Director;
- Prepared for and executed status call;
- Worked with Steve on project management, planning, and execution;
- Followed up on request for date modification from 3/31 to 12/31;

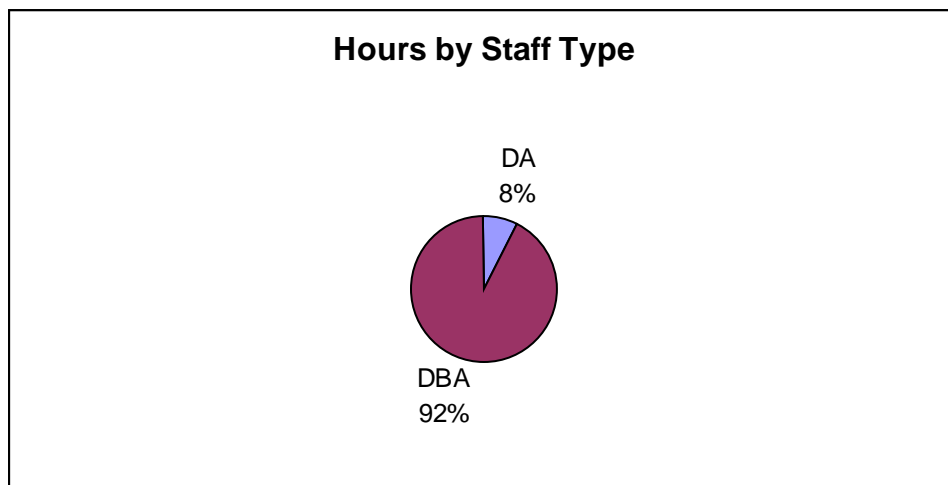
- Prepared monthly progress report;
- Worked on securing subcontractors;
- Developed and posted 2/3 meeting notes, worked on subcontract agreements, sent 3/4 meeting announcement;
- Checked labor allocations based on bi-weekly report in activity logs;
- worked on scope of work document, progress report;
- Prepared initial DBA report; and
- Prepared scope of work for project web site.

User Support

- Registered many new users, handled requests for elevated user status;
- Talked with Tom about user management;
- Loaded new users;
- Assisted user with question on availability of data. Assisted with Maricopa County Personnel request for additional privileges;
- Assisted user reporting difficulty with registration confirmation; and
- Assisted user who mis-entered email address. Work with DA on user support Duties. Assist user with materials for presentation. Assisted User who asserted that their notice of activation did not arrive.

III. Hours by Staff Type

Staff Type	Hours	Percentage
DA	9.5	8%
DBA	111	92%
Total	120.5	



IV. User Information

A. New Registrations

Twenty-three users were added during February. All users are added at the general user classification. Users may be elevated to higher access levels upon their request and approval by the WRAP.

NAME
Mary Uhl
Douglas Latimer
James Wilson
Dean Metcalf
Gary Napp
Laurel Dygowski
Jean Agras
Zac Adelman
David Heath
Gregg Thomas
Jessica Smothermon
Sarah Kelly
Dean Van Orden
Catalina Lehner
Ron Ryan
Patrick Barickman
Mary Kaplan
Robert Clark
Gail Cooke
Matthew Poppen
Jerry Pardilla
Elizabeth Waddell
Robert Paine

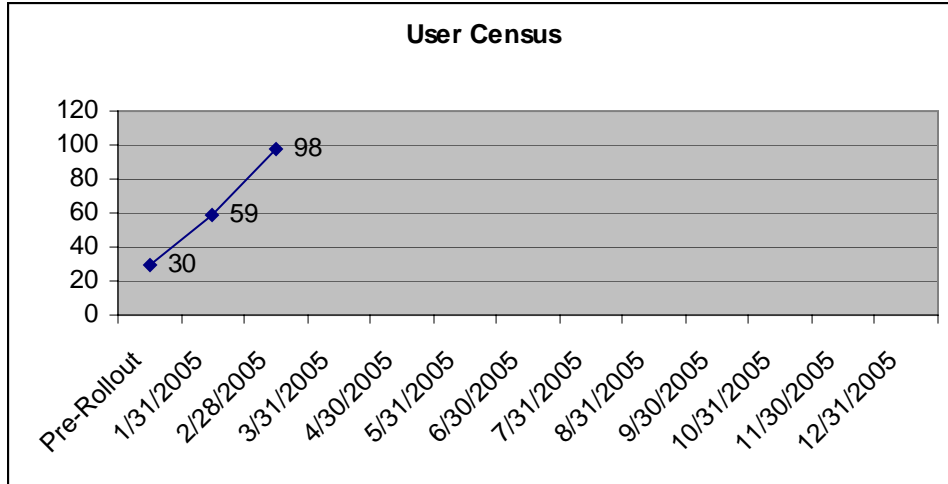
B. Privilege Promotions

Name	Level
Dave McNeill	DA
Ebrahim Juma	DO

C. User Census

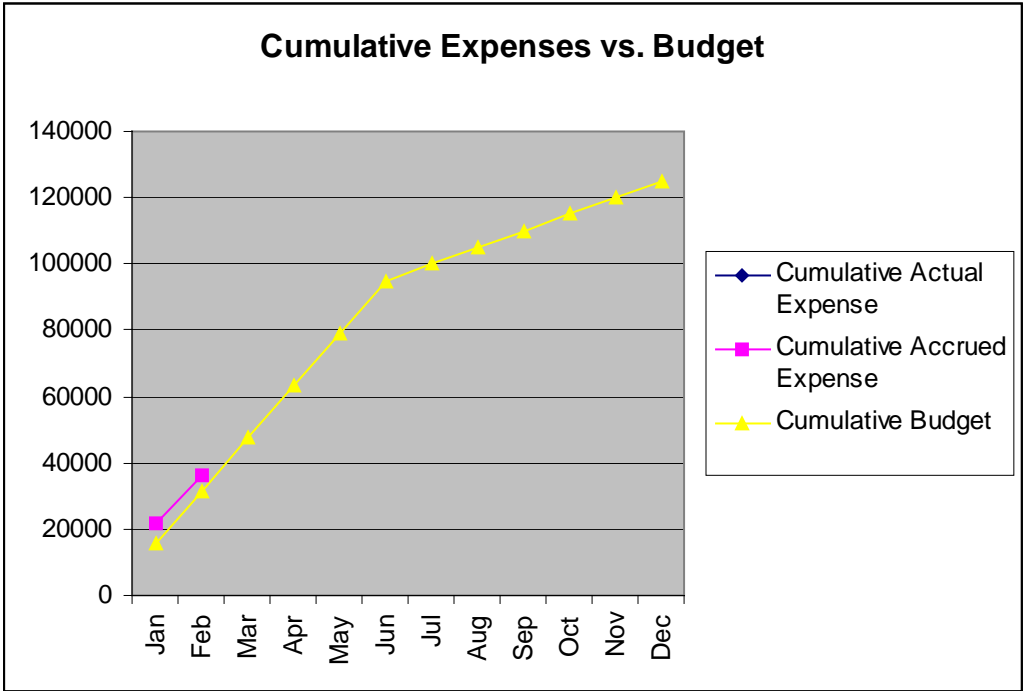
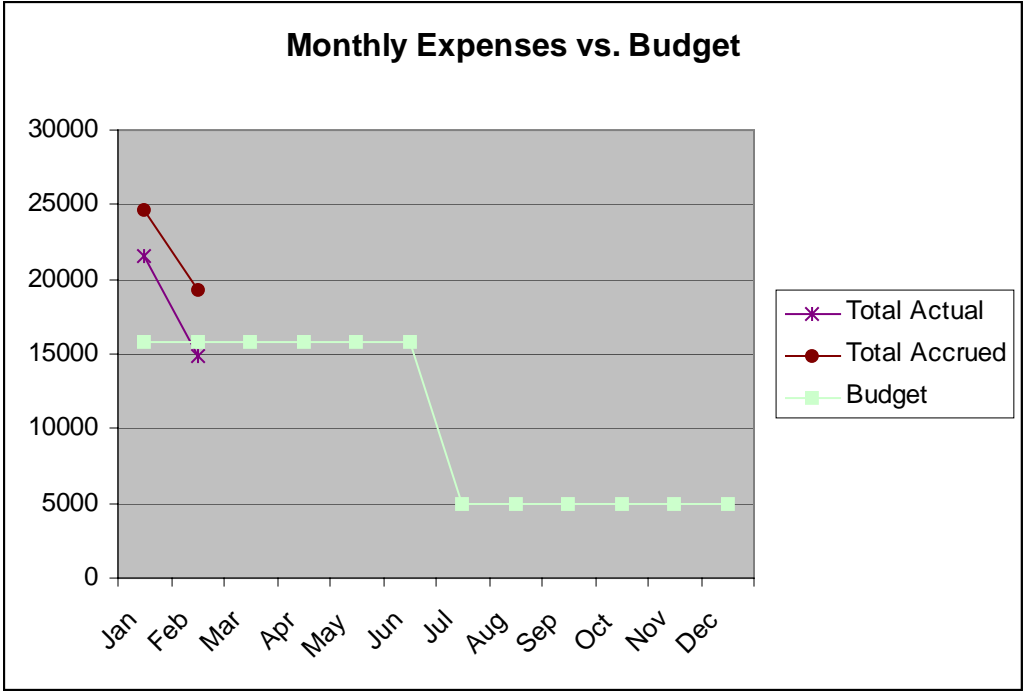
The following data is taken from the EDMS database and may differ from counts taken by other means.

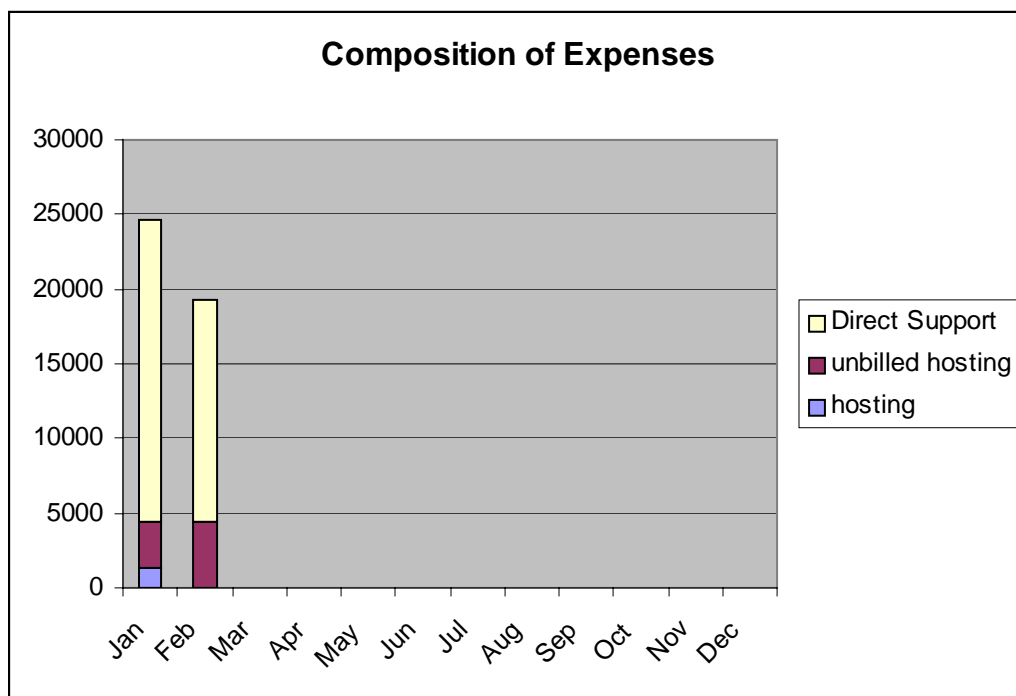
General Users:	70
Data Analysts:	12
Data Owners:	16
Total 2/28/2005:	98



V. Finances

Expenditures for the reporting period were \$14,815 for direct support. There were no hosting charges posted in the period.





VI. Analysis

Actual expenses were under budget for the period and were down 27% from last period. Additional hosting expenses for the period were incurred but have not yet posted; these expenses constitute the difference between Actual and Accrued expenses. The profile of the work conducted to date continues to be at odds with the estimate that was prepared prior to rollout, which was approximately 25% of a full time equivalent (FTE) of Database Analyst (DBA) time and 50% FTE of Data Analyst (DA) time. The nature of the work to date has required the DBA at approximately 75% FTE and a small percentage of activity being conducted by the DA. As fewer activities are conducted for the first time, requiring the initial development of forms, templates, and procedures is less required, it is intended that the DA assume more of these activities and DBA less. However, the volume of ongoing data analysis and remediation exceeds the limited interaction envisioned when the estimates were generated. Of particular note is tribal data overlap remediation, which is both highly desired and labor intensive.

Pechan is in the process of negotiating improved terms for Hosting and Maintenance. The data and application hosting provided by CEP is expected to be agreed upon at \$2,917 per month, with application support provided by i2k2 at \$1,500 per month, totaling \$4,417 per month rather than the estimated \$5,000.

Economies of scale/effort may be available if enhancements to the EDMS can be initiated. If project staff have sufficient activity to be dedicated to EDMS work, the costs of stopping and resuming work are eliminated; some activities associated with system maintenance can be performed in conjunction with development activities, resulting in a

potential benefit estimated at 10-15%. Similarly, if i2k2 can be retained to perform enhancements, a more favorable maintenance rate may be possible. The potential benefit here may be somewhat higher, perhaps over 30% (~\$500 per month).

VII. Plans For The Next Reporting Period

- Continue Tribal data analysis and remediation;
- Continue implementing data corrections and updates, including
 - Nevada data updates
 - Modification of data tables to update most recent mergers and divisions of counties;
 - Continue investigating and addressing user interface concerns, including:
 - Availability of New Mexico in Adhoc Query and Export selector boxes;
 - Behavior of the ad-hoc report capability;
 - Potential misstatement of value in Standard Report 2; and
 - Potential misstatement of facility emissions when accessed via different means.
- Continue to support user registrations and miscellaneous requests for assistance; and
- Implement site usage traffic (hits) reporting.