OSCAR Implementation Timeline

**FY19-20 Q1**

**Objective(s):**
1) Sole proprietor and private corporation purchase orders (POs) with and without Independent Contractor Agreements (ICAs) - test invoicing and spending tracker.
2) Begin entering all FY19-20 contracts.

**Primary Benefit(s):**
1) Administrative time saved with increased accuracy & timeliness for expenditure tracking.
2) Initiates development of vendor training support.

**Participants:**
1) HSD Centralized Contracts Unit (CCU)
2) HSD Business Analytics as needed
3) CCU updates HSD Divisions in monthly Fiscal meetings
4) Vendors selected for invoicing online

**FY19-20 Q2**

**Objective(s):**
1) Contracts without client detail - test invoicing and spending tracker.
2) Finish entering all FY19-20 contracts.

**Primary Benefit(s):**
1) Additional administrative time saved; accuracy & timeliness.
2) Verification/testing of all contracts management modules will identify any programming concerns to be addressed.

**Participants:**
1) CCU
2) Business Analytics as needed
3) CCU updates HSD Divisions in monthly Fiscal meetings
4) Vendors selected for invoicing online

**FY19-20 Q3**

**Objective(s):**
1) Sole proprietor contracts with detailed invoices - test invoicing and spending tracker.
2) Develop and test semi-annual reports.
3) Coordinate widespread training plan.

**Primary Benefit(s):**
1) Additional administrative time saved; accuracy & timeliness.
2) Business Analytics' confirmation of programming supports for reporting, plan for any additional needs.

**Participants:**
1) CCU
2) Business Analytics
3) Division: training
4) Vendors selected for invoicing online; all end of Q3 training

**FY19-20 Q4**

**Objective(s):**
1) Organizational contracts with detailed invoices - test invoicing and spending tracker.
2) Test contract development with a sampling of contracts.

**Primary Benefit(s):**
1) Noteable increase in time saved including routing; accuracy & timeliness.
2) Lessons learned from the year’s roll-out likely to inform well for wider deployment.

**Participants:**
1) CCU
2) Business Analytics
3) Division
4) Vendors
OSCAR Implementation Timeline

**FY20-21 Q1**

**Objective:**
1) Finalize all agreements & continue invoicing processes.
2) Deploy contractor annual reports.
3) Initiate additional reports.
4) Improve alignment of performance measurements between HSD & CORE.

**Primary Benefit(s):**
1) Streamline additional administrative processes to reduce staff time.
2) Improve administrative ease for vendors’ timeliness for reporting.

**Participant(s):**
1) CCU
2) Business Analytics
3) Division
4) Vendors

**FY20-21 Q2**

**Objective:**
1) Consider discontinuing concurrent invoicing processes where feasible.
2) Initiate use of additional administrative reports.
3) Increase archival history by uploading historical documentation for identified agreements such as long-term leases.
4) Improve alignment of performance measurements between HSD & CORE.

**Primary Benefit(s):**
1) Continued efficiencies for all users.

**Participant(s):**
1) CCU
2) Business Analytics
3) Division
4) Vendors

**FY20-21 Q3**

**Objective:**
1) Discontinue concurrent invoicing processes.
2) Discontinue concurrent processes for additional administrative reports where feasible.
3) Review parking lot concerns for system modifications to be implemented.
4) Finalize performance measurements improvements to be documented in FY21-22 agreements.

**Primary Benefit(s):**
1) Continued efficiencies for all users.
2) Increased reporting capacity.
3) Archival repository.

**Participant(s):**
1) CCU
2) Business Analytics
3) Division
4) Vendors

**FY20-21 Q4**

**Objective:**
1) Utilize for all contract development.
2) Utilize for established administrative processes.
3) Quarterly review of parking lot concerns for possible modifications.

**Primary Benefit(s):**
1) Continued efficiencies for all users.
2) Increased reporting capacity.
3) Archival repository.

**Participant(s):**
1) CCU
2) Business Analytics
3) Division
4) Vendors
OSCAR Implementation Timeline

FY21-22 and onwards

Ongoing OSCAR development

- OSCAR should be viewed as "living ecosystem" that will require ongoing evolutionary changes to meet evolving HSD contracting needs.

- Common areas of evolutionary development include user interface, "canned" reports, and ad hoc reporting environments.

- Continued OSCAR development may include direct connectivity to HSD's Key Performance Indicator system and any community dashboards.