



Risk Management Plan– VIPER Strategic Plan

Voice Communications System

Category	Description (Defined Risk)	Approach Response (Mitigation Plan)	Likelihood	Severity	Significance	Level of Control	Assigned To	Status
Funding Project Staff	Project Staff <ul style="list-style-type: none"> Reassignment of current state employees. 	<ul style="list-style-type: none"> Reassignment of duties to other VIPER team members. Assignment of new members to VIPER team. 	1	3	4	1	Col. Clay/Sec. Beatty	Completed
Funding for Equipment	Equipment <ul style="list-style-type: none"> Capital infrastructure funding (hardware, antennas, towers, communication s equipment). 	<ul style="list-style-type: none"> Project implementation via phased approach as funding becomes available. 	3	5	8	5	Legislature/ Sec. Beatty	In Process
Site Availability	Capacity <ul style="list-style-type: none"> Physical tower space and building capacity. Suitability <ul style="list-style-type: none"> Access to utilities. Site upgrades. Security. Microwave access <ul style="list-style-type: none"> New hardware. Upgrades and improvements to existing hardware. Local assistance Lease contracts	<ul style="list-style-type: none"> Make necessary improvements/upgrades or secure new equipment. Identify alternate locations as needed. Construct new facilities or secure a lease. Identify shared resources from allied agencies. Sign Memorandums of Agreement with allied agencies. 	2	2	4	2	Col. Clay/Sec. Beatty	On going



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Personnel	Project staff <ul style="list-style-type: none"> • Reassignment • Failure to create new support positions 	<ul style="list-style-type: none"> • Request creation of new technical support personnel to perform installation and operational support duties. • Contract technical personnel (costly) 	3	5	8	5	Legislature/ Sec. Beatty	In-process
Procurement	Delivery <ul style="list-style-type: none"> • Availability Compatibility <ul style="list-style-type: none"> • Compatibility with existing resources; state, and local. State Procurement <ul style="list-style-type: none"> • Compliance with ITS/state procurement rules. Migration <ul style="list-style-type: none"> • Migration path to future technologies. 	<ul style="list-style-type: none"> • Identify alternate sources of equipment. • Ensure vendor specifications and equipment selection provides for compatibility with existing resources. • Comply with State procurement rules. • Ensure vendor specifications and equipment selection provides for migration to future technologies where possible. 	1	2	3	2	Cpt. Sandy/M. Hodgson/ H. Meacombs	Not started



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Spectrum availability	FCC license <ul style="list-style-type: none"> Availability of 800 MHz frequencies. (Present) 	<ul style="list-style-type: none"> Aggressively identify and license appropriate 800 MHz frequencies. 	1	3	4	2	Meacombs/ Hodgson/ Spell	On going
State CIO Approval	Comply with State CIO requirements <ul style="list-style-type: none"> Architecture 	<ul style="list-style-type: none"> Meet with State CIO and staff and comply with requirements. 	1	3	4	1	Sandy/ Hodgson	On-going
Implementation	<p>Personnel</p> <ul style="list-style-type: none"> Lack of available personnel. <p>Weather</p> <ul style="list-style-type: none"> Inclement weather <p>Budget issues</p> <ul style="list-style-type: none"> Cost overruns 	<ul style="list-style-type: none"> Reallocation of personnel. Contract services if needed (costly) Implementation schedule will be designed around potential inclement weather. Close monitoring of expenditures will be conducted to ensure budget compliance. Cost overruns and unforeseen expenditures mitigated through project risk funds. Seek alternate sub 	2	3	5	3	Sandy/ Meacombs/ Hodgson	Not started



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Implementation	<p>Installation issues</p> <ul style="list-style-type: none"> • Sub contractors • Component availability <p>System testing and acceptance</p> <ul style="list-style-type: none"> • Fails to achieve intended result. • Define automated test plan (ATP). <p>Training</p> <ul style="list-style-type: none"> • Adequate training for system operation. • Training to describe system capabilities and operation to end users. 	<p>contractors and sources of key components.</p> <ul style="list-style-type: none"> • Incremental testing to ensure overall successful operation prior to project completion. • Training will be conducted for all control point personnel. • End user training available. 						
Engineering Issues	<p>Software levels</p> <ul style="list-style-type: none"> • System requires continual software upgrades. <p>Firmware revisions – Chip sets, ram,</p>	<ul style="list-style-type: none"> • Ongoing software support budgeted. • Ongoing firmware support budgeted. • Network 	1	2	3	1	M. Hodgson	On going



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	etc. <ul style="list-style-type: none"> System requires periodic firmware upgrades. Hardware upgrades <ul style="list-style-type: none"> Significant delays in project funding may cause costly technology refresh.. 	construction proceeds in a timely manner provided budget funds are available.						
Construction	Local ordinances <ul style="list-style-type: none"> Compliance with local ordinances may be required. FCC Mandates <ul style="list-style-type: none"> Compliance with FCC regulations is required. FAA Mandates <ul style="list-style-type: none"> Compliance with FAA regulations is required. EPA Mandates <ul style="list-style-type: none"> Compliance with EPA regulations is 	<ul style="list-style-type: none"> Seek available State property when possible to minimize compliance with local ordinances. Complete FCC submissions in an efficient and timely manner. Complete FAA submissions in an efficient and timely manner. Complete EPA submissions in an efficient and timely manner. Complete State Construction submissions in an efficient and timely 	3	3	6	3	Cpt. Sandy/H. Meacombs/C&PS Legal Staff	Not started



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	<p>required.</p> <p>State Construction</p> <ul style="list-style-type: none"> Involve state construction as required on state property. <p>State Property</p> <ul style="list-style-type: none"> Involve State Property Office as required. 	<p>manner.</p> <ul style="list-style-type: none"> Complete State Property submissions for lease agreements and property purchases. 						