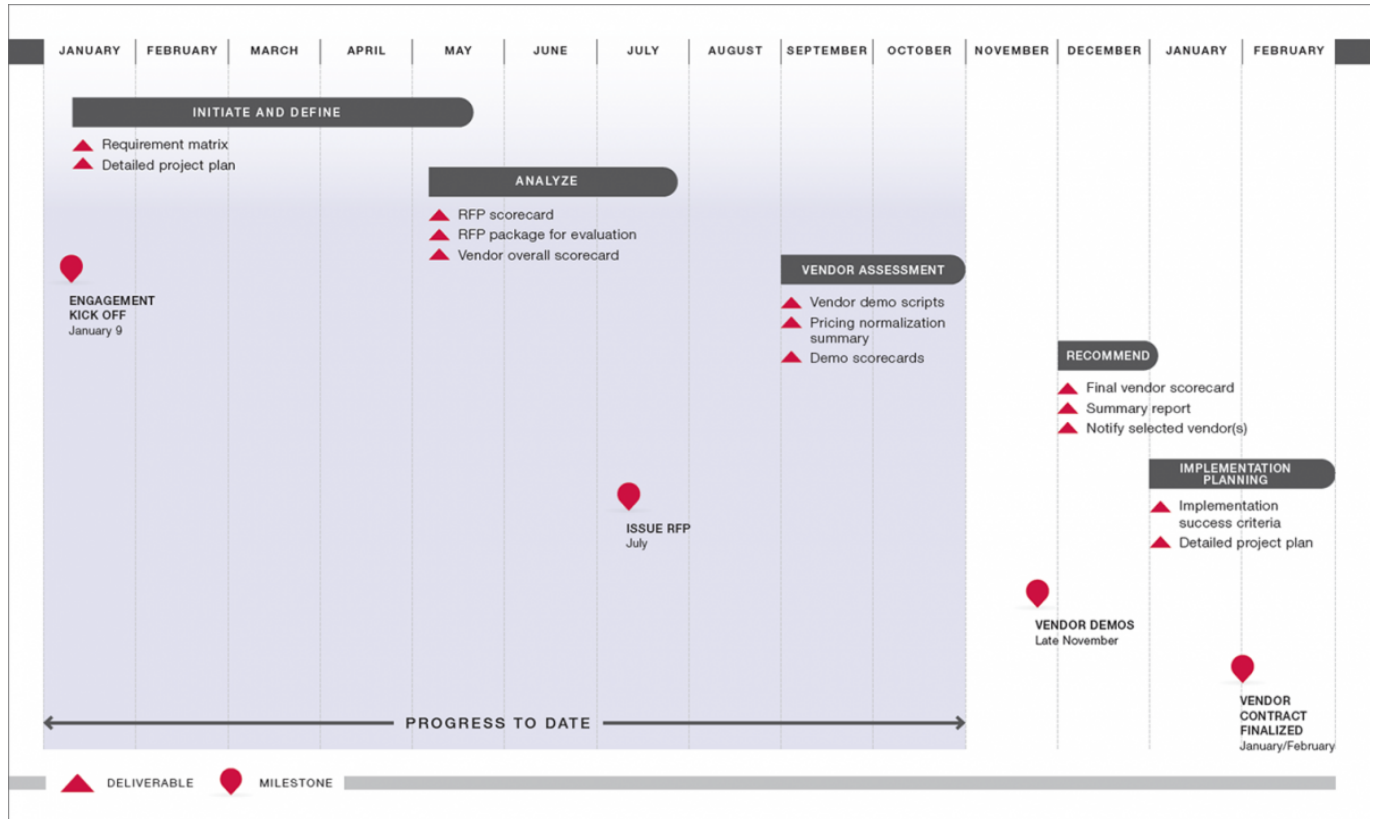


Milestones & Timeline

HRMS: Discovery and Consultation Phase



[1]

[Click to enlarge image](#)

Progress to Date

- The first major milestone was the engagement kick-off, which took place on January 9, 2019.
- The "Initiate and Define" phase was completed in January through early May. It included stakeholder workshops and surveys to define the requirements matrix and developing a detailed project plan.
- The "Analyze" phase - May to July - is now complete. This phase comprised developing the RFP scorecard, RFP package for evaluation, and the vendor overall scorecard.
- With the issuance of the RFP on July 29, the second major milestone was achieved.

Underway

-

Milestones & Timeline

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The "Vendor Assessment" phase is currently underway in September to late-October.

- The third major milestone will be the vendor demos, which will take place in late-November.

Planned

- The "Recommend" phase will take place in December. It will include developing the final vendor scorecard and the summary report. Tentative timing to notify selected vendor(s) is mid-December.
- The "Implementation Planning" phase will take place in January and February. It will include the development of the implementation success criteria and a detailed project plan.
- The fourth major milestone will be the finalizing of the vendor contract, which will take place in January and February.

_[2]

Source URL: <https://www.uoguelph.ca/hr/milestones-timeline>

Links

[1] <https://www.uoguelph.ca/hr/sites/default/files/HRMS-Timeline-Milestones-10-2019.png>

[2] https://www.uoguelph.ca/hr/sites/default/files/8-29_Timeline%20and%20Milestones_large.png