



Tyler Hawaii Project Change Request

Project Information

Agency Name:	DLNR-DOFAW
Service Name:	Hunter Education and Records Management System
Date Requested:	09/18/2024
Requested by (Name and Title):	Shane DeMattos, Wildlife Biologist
SOW Name:	DLNR-HunterEd-SOW
SOW ID Number:	N/A
Change Request Number:	003

This Project Change Request (PCR) is subordinate to the Statement of Work (SOW) listed above. This PCR is subject to all terms and conditions thereof unless specifically designated as exceptions in this document.

Desired Functionality / Scope

Currently, if there are multiple hunters that enter the same data for first name (case insensitive), last name (case insensitive), and date of birth (DOB) then they are put in the duplicate hunter report. This criteria does not necessarily catch all duplicates because some hunters have been known to typo their names so technically there isn't a match so they are added to the report.

This change request is to add the following functionality: If multiple hunters have the same DOB then add them to the duplicate hunter report.

Ln	Change Description	Estimated Hours	Cost	Target Completion Date
1.	If multiple hunters have the same DOB then add them to the duplicate hunter report.	Dev: 3h PM/QA: 3h	\$140 \$150	11/26/2024
2.				
3.				
4.				
5.				
6.				
TOTALS		6 hours	\$870.00	
TOTAL COST WITH GENERAL EXCISE TAX			\$910.99	

Agency requested changes must be tracked and managed by the agency's project manager through the following Change Management Process:

1. Agency prepares requirements and obtains internal approvals for the changes(s).
2. Agency completes the Project Change Request (PCR) document and submits it to Tyler Hawaii.
3. Tyler Hawaii project team reviews PCR and determines level of effort, cost, and timeline to make the changes.
4. Agency reviews and accepts or denies the level of effort, cost, and timeline for completion.
5. If Agency chooses to resubmit PCR with revisions, the same process is followed.

Acceptance

This document and any attachments describe the requirements and features identified as changes requested for the system. The changes to the system will be accepted as complete when these requirements and features are implemented.

Tyler Hawaii will invoice the Agency the Total Amount due, not to exceed \$5,000.00 pre-General Excise Tax (GET), upon deployment of the changes requested into the production environment. Agency has 30 days from receipt of the invoice to make payment to Tyler Hawaii.

Date:

David Smith
Administer
Department of Land and Natural Resources
Division of Forestry and Wildlife

Date:

Bertrand Ramos
General Manager
Hawaii Information Consortium, LLC dba Tyler Hawaii

Date:

Christine Sakuda
Chief Information Officer
Office of Enterprise Technology Services
State of Hawaii