

Project Name: _____

 OCIO Project #: _____
 Department: _____
 Revision Date: _____

Complexity Assessment

Technical Complexity

Instructions: On a scale of 0-low to 4-high, rate each applicable attribute and compute the Technical Complexity by dividing the total by the number of items rated above zero. Use the definitions in the student notebook for clarity.

Low Complexity		Technical Attribute		High Complexity		Rating
0	1	2	3	4		
Local		Communications		State wide		
Established		Delivery Mechanism		New		
Local		Geography		State wide		
Proven		Hardware		New		
Stand-alone		Level Of Integration		Tightly Integrated		
Proven/Stable		Networks (L/W)		New		
In place		New Technology Architecture		Not in place		
9-5, Mon-Fri		Operations		24-hour, 7-day		
Expert		PM Technical Experience		Novice		
Established and in use		Scope Management Process		None		
Light		Security		Tight		
Proven		Software		New		
Established and In Use		Standards And Methods		None		
Experienced		Team		Inexperienced		
High		Tolerance To Fault		Low		
Low		Transaction Volume		High		
Total:					0	
Complexity:					0.0	

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Suggested Project Manager Skill Set Guidelines

Complexity		Duration		Budget		Resources	
<input type="checkbox"/>	Zone 1	<input type="checkbox"/>	< 6 months	<input type="checkbox"/>	<\$500K	<input type="checkbox"/>	< 5
<input type="checkbox"/>	Zone II, Medium Zone III, Medium	<input type="checkbox"/>	< 1 year	<input type="checkbox"/>	<\$1M	<input type="checkbox"/>	<10
<input type="checkbox"/>	Zone II, High Zone III, High	<input type="checkbox"/>	>1 year; < 3 years	<input type="checkbox"/>	>\$1M; <\$5M	<input type="checkbox"/>	11 – 20
<input type="checkbox"/>	Zone IV	<input type="checkbox"/>	>3 years; <10 years	<input type="checkbox"/>	>\$5M; <\$100M	<input type="checkbox"/>	21 – 40
		<input type="checkbox"/>	>10 years	<input type="checkbox"/>	>\$100M	<input type="checkbox"/>	40+

PM Level: Novice

Experience: Minimum 1 year working as a key team member on an IT project. Technical experience commensurate with the proposed technology.

Professional Knowledge: Understands the CA-PMM and department's methodology.

For Oversight Purposes:
Zone I = Low Criticality/Risk
Zones II and III = Medium Criticality/Risk
Zone IV = High Criticality/Risk

Assess the complexity of the project periodically: every two - three months and/or at the conclusion of each phase