

VASCI002



SOFT[™] System Implementation Plan This document identifies the suggested steps for those that would like to upgrade their operations to take advantage of batch picking and its resulting productivity improvements. Most of the preliminary steps are up to you, the potential customer, to complete. VAS will provide estimated costs of a "straw man" SOFT installation during the preliminary phases, however an accurate fixed price cannot be provided until a requirements document has been completed by Vargo and approved. The role of VAS begins only when your have obtained approval to have Vargo prepare the requirements document. In preparation of that document, VAS will have a systems engineer visit your site and meet with you to establish the requirements. Once you have obtained approval to create the requirements document and get a fixed price and delivery schedule, the rest of the process is mostly the responsibility of VAS.

Where To Start

The following outline identifies the basic steps in starting a project to initiate the implementation of a SOFT system. In some organizations the process may vary but normally the information identified in the outline will be necessary in order for the project to be approved.

- Identify the objectives of making a change at all – increased productivity, better accuracy, increased flexibility, extending life of a facility, customer service improvement, freight reduction, incremental implementation, etc.
- Identify alternative systems that could meet objectives within cost constraints

- Identify a configuration of a "straw man" system and obtain an initial rough estimate of the cost of the system.
- Estimate transitional expense Insure that you identify "disruption" costs and "training" costs for users and management.
- Estimate operational savings resulting from proposed change this is really best done by you. This is NOT hard! VAS has some easy to use calculation tools to help make the estimates. Use worst case conditions. You do not want to set expectations that can not be realized.
- Analyze both operational and economic risks. Operational risks are difficult to quantify. However, identify how the facility will operate if, at the worst possible time, a catastrophic failure were to occur remember Murphy rules!
- Using information gathered, request approval to obtain a fixed price quotation.
- Define an internal "requirements team" within your organization that is empowered to make the operational decisions for the system. Setup a meeting with Vargo to prepare for the creation of the VAS requirements document.
- Once VAS completes the document, setup a meeting with the "requirements team" for approval of the document.
- Gain approval of the implementation schedule and project price and see that a purchase order is generated.

Project Schedule Example

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ID A	Task Name	Duration	Who	24 3 10 17 24	31 7	7 14	21	28 5	5 12	19	26	2 9	16 23	30	7 1	4 21	28
1	Project Initiation - Sales Engineering	<u>12 days</u>		3/4													1
	Customer Approval to Initiate Project	0 days		ADS,					1								1
3	Requirements Definition Meeting	2 days	ADS,	ADS,													
4	Create Requirements Document	5 days	ADS	AUS	1	1			1	1				1	1		1
5	Review Requirements Document	1 day		i i h i					1								1
6	Update Requirements Document	1 day	ADS	ADS					1								
7	Final Review Requirements Document	1 day	ADS,*****	ADS,**													
8	Signoff Requirements Document	0 days	ADS,	3/17	1	1	1		1	1				11			1
9	Generate Implementation Schedule	1 day	ADS	ADS													
10	Generate Final System Price	1 day	ADS	ADS		1			1	1							
11	Authorization To Begin Impementation	0 days		↓ 3/19					1	1							
12	ADS Start Production Window	0 days	ADS	↓ → 3/19	1	1	1		1	1				11			1
13	Production, Installation & Acceptance	88 days	ADS		-	-	-	-	-	-		-		-	-	÷.	
14	Host Interface	9 days	ADS														1
15	Building & System Access	0 days		3/19		1	1		1	1		1		11			1
16	Capture Data (on site)	1 day	ADS	ADS					1	1							
17	Create Interface	5 days	ADS	1.	DS					÷				11			
18	Test Interface	2 days	ADS		ADS												1
19	Document Interface	1 day	ADS		AD		1			1				1	-		1
20	Document interface		ADS		1		1		1	1							
20		48 days		ADS	1	1			1								
	Envrionment evaluation (on site)	1 day	ADS	AL AL	ne i				1			1		1			1
22	SOFT Communication network design	3 days	ADS		-		1		1					1			
23	Order Comm. Equipment	1 day	ADS	<u>6</u>	99	1			_	1				11			
24	Est. Comm. Equipment Lead Time	30 days	Other			:	:	-	<u> </u>								
31	Comm. Equipment Delivery On Site	0 days	Other					M	5/								
32	Building Access For Comm Install	0 days			1	1	1	- 1	- <u>1</u> 5/7	1				11			1
33	Comm Equipment Installation & Test	10 days	ADS								ADS						
34	Document SOFT Communication Network	3 days	ADS							1	AD	s					
35	SOFT [™] Carts, Modules & Stations	65 days	ADS		-	-			-			-		11			1
36	Fulfilment Device Configuration	5 days	ADS		DS	1	1		1	1				11			1
37	Procure, Construct, QA & Test	50 days	ADS		-	-	-	-	-	÷		1					
116	Document Devices	5 days	ADS						1	1		.	ADS				1
117	Shipment to Site	5 days	Other			1	1		1	1		<u>ر ا ا ا</u>	Other	11			1
118	Unpack & Setup	5 days	ADS						1				AD				
119	SOFT Features / Controller Construction	49 days	ADS		_		-		_	-		_		11			
120	Equipment & Options Definition	2 days	ADS	ADS		1	1		1	1	1			11			1
121	Order Equipment	2 days	ADS	A	-					1							
122	Est. Equipment Delivery Lead Time	35 days	Other			:	:		-								1
134	Equipment Delivery	0 days	Other		1	-	-		1	5/13							1
135	Configuration of Standard Features	5 days	ADS	· · · · ·	_	_											
151	Custom Features	27 days	ADS	· · · · · · · · · · · · · · · · · · ·													
177			ADS			-	-	T+AI	:					1			1
	Configuration Management Baseline	2 days						<u>۲</u>	AD								
178	In House Functional Testing	5 days	ADS					-		٤.	DS						
179	In House Operational Testing	5 days	ADS		1	1	1		-	-				1			1
180	Shipment to Site	5 days	Other							Ŧ		her					
181	User Documentation	5 days	ADS			1			1		AD	8	₩.				
182	Site Integration & Acceptance	23 days	ADS						1			1			-		1
183	Access For Integration	0 days			1	1			1	1			€/1				
184	SOFT Controller Equip Setup	2 days	ADS										A	s			
185	ADS Testing	13 days	ADS										•	1	•1		
186	Communication System	1 day	ADS			1			1	1		1	•	ſ		1	1
193	Data Base Setup/Initialization	2 days	ADS		1				1	1			•	h li			
204	Host Interface	1 day	ADS		1				1				9	6 H			
212	Main Controller Functionality	2 days	ADS		1	1			1	1			9	÷,			
222	Admin Workstations Functionality	1 day	ADS						1	1			q				1
226	Pick Stations Operation	1 day	ADS						1	1		1	1 1				1
220	Pick Station Functionality	5 days	ADS		1				1	1				- H			1
	-				1	1			1						<u> </u>		1
256	User Training	5 days	ADS,							1				11	÷	os	
268	Acceptance Testing	2 days	ADS,												-	05, 7/11	1
269	Conditional Acceptance	0 days	ADS,			1						1			•		
270	Review Documentation	2 days															1
271	Update Documentation	3 days	ADS		-					1						ADS	5
272	Final Review Documentation	1 day														<u>h</u>	
273	Documentation Acceptance	0 days	ADS,*****													<u>ب</u>	/21
274	Defficiency Correction	5 days	ADS		1				1							AD:	ş
			ADS,*****													-	