

## Commerce Dept. EDMS

Digital Prospectors  
Brings Enterprise  
Focus and Results  
to EDMS Initiative

**Customer**  
Department of Commerce

**Engagement**  
Prime contractor on  
GSA Schedule 70

**Service Delivery**  
FFP

**Service Value**  
≈ \$1M

**Platforms**  
Unix

**Databases**  
MS SQL Server

**Development  
Languages**  
PL/SQL

**Methodology**  
Modified Agile

**Tools**  
Sharepoint 2010, K2

### Scope

Digital Prospectors was contracted by the US Dept. of Commerce (DOC) Office of General Counsel (OGC) to define requirements and support the acquisition process for the Electronic Data Management System (EDMS) initiative. The EDMS initiative is an effort of the DOC OGC to provide a centrally hosted platform for collaboration, document management, and other cross-office communications. The Digital Prospectors Team's initial effort was to work across the OGC's 14 different offices/bureaus in defining the requirements for the EDMS effort. The deliverable from this activity was a Statement of Work (SOW), and Requirements Traceability Matrix (RTM).

### Solution

To accomplish the completion of the EDMS Requirements Traceability Matrix and Statement of Work within the required contractual timeframes, the Digital Prospectors Team followed a focused, intensive requirements and analysis process. This process includes:

- Focused interview sessions with Government personnel to capture requirements and system environment dynamics
- Documentation of interview results for Government review
- Incorporation of interview results within Digital Prospectors technical analysis and documentation activities
- Periodic review and check with Government representatives to ensure activities and documentation are on-track to Government needs

### Results

As a result of using the focused process outlined above, the Digital Prospectors Team was able to not only meet the DOC OGC's aggressive end of fiscal year deliverable schedule, but was able to deliver the Final Report and Statement of Work two weeks early. DPC then supported the DOC acquisition process in the selection of an implementation contractor for EDMS.

As a result of Digital Prospectors' performance in support of requirements and management support to DOC OGC in the management of the implementation contractor as well as coordinating the activities of the OGC user base in support of the EDMS efforts.

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