



# **MEMBER IMPACTING PROJECT OVERVIEW**

## TRANSMISSION REPORTING AND COMMUNICATION (TRAC) RELEASE 1.4.0

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MIPO Version 2.0

# REVISION HISTORY

DATE / VERSION NUMBER	AUTHOR	CHANGE DESCRIPTION
05/20/2022 V 1.0	Project Team	Initial version
06/24/2022 V 2.0	Brenda Fite	Updates to timeline

# CONTENTS

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- Revision History .....2
- Contents .....3
- Executive Summary .....4
- Business Impact .....4
  - Users Impacted .....4
  - Business Functions Impacted .....4
- Technical Impact .....5
  - SPP Systems/Processes Impacted .....5
  - Anticipated Member Systems/Processes Impacted .....5
- Member Requirements .....5
- Testing .....5
- Training .....5
- Implementation/Back-out Plan .....6
- Summary of Timeline .....6
- Project Assumptions .....6
- Risks .....7
- Additional Documentation .....7
- Communication Plan .....7
  - MIPO and Project Documentation .....7
- Next Steps .....7
- FAQs .....8
- More Information .....8

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## EXECUTIVE SUMMARY

The Transmission Reporting and Communication (TRAC) tool, which went into production February of 2021, is the platform for transmission project tracking that provides data analysis. TRAC was a replacement for the TAGIT-SCERT tool.

SPP plans to implement TRAC Release 1.4.0 into production in July 2022. The update will include several enhancements to the notice to construct (NTC) issuance functionality, as well as other user enhancements. This release is member impacting in that NTC response functionality will be made available in the tool. Members will require no system changes.

In this document, the term "members" refers to any entities utilizing the TRAC tool for transmission project reporting.

## BUSINESS IMPACT

The processes for the SPP NTC issuances are the impacted business areas.

Affected?	Services Impacted by Changes
X	Eastern Interconnection
	Western Reliability Coordination
	Western Energy Imbalance Services Market

### ***Users Impacted***

The resources impacted include entities who may be Members, Transmission Owners or any entity required to submit project tracking information and accept NTCs on behalf of a Transmission Owner (TO) using the TRAC tool. Users involved in the testing phase will provide feedback on their testing.

### ***Business Functions Impacted***

Business Functions impacted include project tracking and NTC acceptance.

# TECHNICAL IMPACT

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There are no programming impacts to the members for this project.

## ***SPP Systems/Processes Impacted***

No other systems are impacted.

## ***Anticipated Member Systems/Processes Impacted***

There are no member systems impacted by this project. The NTC process is impacted in providing functionality through the TRAC tool.

# TESTING

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SPP will conduct its standard internal Test Stages for functionality. There is no Member involvement in these phases.

SPP will conduct end user testing during a specified phase of the project. The Member Test Environment (MTE) for TRAC will be used. SPP will provide the link to testers for the TRAC testing environment where, if needed, they will request authorization for access through their Local Security Administrator (LSA). All users of the TRAC system are encouraged to participate in testing.

SPP will conduct a review of the new NTC response functionalities and process changes during the testing kick off call scheduled on 8/15/2022. Member testing in MTE is planned for 8/15/2022 – 8/26/2022.

Testing Assumptions:

- All entities should have conducted connectivity testing to the appropriate Member Test Environment (MTE). This project timeline will not include connectivity testing.
- Members participating in the testing are knowledgeable of the tool and the NTC process.
- Project testing liaisons will be responsible for coordinating testing at their company and for reporting back to SPP on testing progress or issues via the RMS.

# TRAINING

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During the kick off call for the member testing period, information on enhancements to the tool will be provided. These materials will be available in the [project folder](#) on SPP.org.

Training Assumptions:

- The need for formal training is not expected on the updates to the user experience.

- All data submitting companies will identify personnel to receive any project-related documentation.

## IMPLEMENTATION/BACK-OUT PLAN

### Production Environment [PROD]:

- Member Test Environment [MTE]
  - The initial release of TRAC will be uploaded for testing.
- Production Environment (PROD)
  - The TRAC tool will be released to the production environment, planned for July 2022.

### Back-Out Plan:

- In the event that the release needs to be backed out, the project team will roll production back to the most recent release of TRAC.

## SUMMARY OF TIMELINE

Date	Responsible Party	Action
Complete	SPP	Requirements Approved, Design, Build
02/07/2022 - 08/12/2022	SPP	SPP development and internal testing
08/15/2022, 1:00PM - 2:00PM Central Time	Member / SPP	Member Testing kick off
08/15/2022 – 08/26/2022	Member / SPP	Member Testing phase; SPP testing support
08/31/2022	SPP / Member	Implementation to production

## PROJECT ASSUMPTIONS

No assumptions have been identified.

## RISKS

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No project risks have been identified.

## ADDITIONAL DOCUMENTATION

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Any additional documentation created for the project will be located in the [CUF Project Information folder](#) for TRAC Release 1.4.0 on SPP.org.

## COMMUNICATION PLAN

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Information about the project will be provided in each Change User Forum (CUF) meeting for the life of the project, either through a written report or presentation.

### ***MIPO and Project Documentation***

All project communication and information will be posted to the SPP [CUF Project Documentation folder](#) on spp.org: **TRAC Release 1.4.**

This MIPO will be updated upon change or with any new information, and according to the Member Project Touch Points and Deliverables. With any update, a redline version will be posted to the project documentation folder, and the CUF will be notified.

## NEXT STEPS

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Action	Assignee	Status & Due Date
User testing in MTE	Member users of TRAC	08/15/2022 – 08/26/2022

# FAQS

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Frequently asked questions will be added to the document as identified or necessary

Question	Origination	Answer

# MORE INFORMATION

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At any time, members can ask questions by submitting an RMS ticket using "Submit an Inquiry" from the Request Template dropdown menu, then select "Projects / Initiatives" from the Subtype 1 menu, followed by the appropriate Project / Initiative selection from the Subtype 2 menu (TRAC Release 1.4).

The screenshot shows a web form for submitting an inquiry. The fields are as follows:

- Request Template:** A dropdown menu with "Submit an Inquiry" selected and highlighted in yellow.
- Submit Date:** A date input field showing "03/28/2022" with a calendar icon and the format "mm/dd/yyyy".
- Time:** A time input field showing "11 : 50 AM" with a dropdown arrow.
- \* Class:** A dropdown menu with "Customer Relations" selected and an "add" button.
- Request Status:** A dropdown menu with "Open" selected.
- \* Request Type:** A dropdown menu with "Inquiry" selected.
- \* Subtype 1:** A dropdown menu with "Projects / Initiatives" selected and highlighted in yellow.
- \* Subtype 2:** An empty dropdown menu.

RMS link: <https://spprms.issuetrak.com/login.asp>

A new user ID may be requested for RMS by clicking on the link to the login and following the directions for "Register Now."