

Implementation and Operational Planning: A "Crawl-Walk-Run" Approach

The U.S. Department of Energy Los Alamos National Laboratory (LANL) is one of the nation's premier national security science laboratories, applying world-class scientific and technical expertise to solve complex nuclear security and energy challenges. An essential LANL mission is to enhance national security via military application of nuclear energy. LANL can strengthen its alignment with this mission by implementing strategic objectives related to distribution operations and management.

Pueblo Alliance (PA) was contracted to scale down LANL's on-campus shipping and distribution center (SM-30) and establish an off-campus distribution center that still met LANL's unique needs. Specifically, PA focused on an initial implementation to get the distribution center functions off campus quickly. PA also needed an implementation and operational planning rationale to gain LANL's approval for proceeding with the phase 2 (Walk) implementation.



USE CASES

Technical Writing, Plain Language, Implementation Planning, Operational Planning, Project Management, Distribution Center



TECHNOLOGIES

Basecamp, Microsoft Office (Word, PowerPoint)



Providing a roadmap to scale down operations

The overarching objective of the implementation and operational plan (IO Plan) was two-fold: 1) assess why SM-30 is not working to meet LANL demands and 2) provide a roadmap for scaling down operations at SM-30 and scaling up operations at the offsite Pueblo Alliance distribution center.

The primary focus during initial implementation was to reduce the volume of packages going through the SM-30 distribution center, thus minimizing the strain on SM-30 personnel and reducing the volume of traffic on the LANL campus. PA developed a "to-be" process to mimic the SM-30 distribution center, with the understanding the SM-30 operations or workload would not be disrupted or affected.

Assessing the "as-is" information environment

Contentiful's approach to preparing this plan started with a comprehensive review of background information and the statement of work, researching "as-is" environments and processes, and interviewing and collaborating with subject matter experts. This approach helped Contentiful better understand current-state scenarios, the scope of work to be implemented, project requirements, roles and responsibilities, deliverables, and the desired future state.

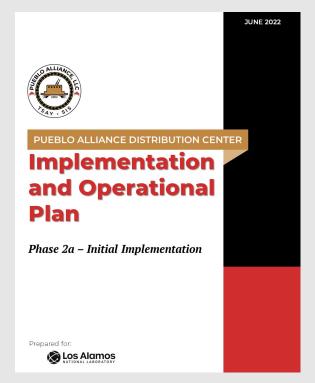
The information Contentiful gathered and reviewed informed the structure and content of the IO Plan, which detailed:

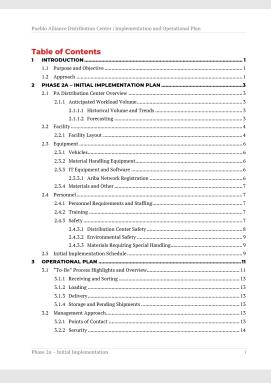
• PA's plan to stand up and operate an offsite distribution center to alleviate the increased workload at SM-30 caused by the new catalog vendors added when LANL transitioned to Ariba.



- Phase 2a-specific implementation tasks, the resources needed to support the implementation effort (i.e., hardware, software, facilities, materials, and personnel), and the implementation schedule.
- The "Go-Live" activity with components and functions needed to complete the initial implementation phase smoothly and successfully.

Pueblo Alliance distribution center IO plan







LANL contracts with Pueblo Alliance to create new Espanola-area distribution center.

Let's connect in



