

# Change Request Form

## Schedule and Cost Change

**Project Name:** MVP Implementation for RAG LLM Project

**Change Request ID:** CR-002

**Date Submitted:** Week 10

**Submitted By:** Jim Keller II - Project Manager

**Change Category:** ☒ Schedule ☒ Cost ☒ Quality

### Description of Requested Change

This change request proposes extending the project test period by seven (7) weeks to enhance the rigor, accuracy, and production readiness validation of the local RAG LLM. The extension will consist of an additional six (6) weeks of testing and analysis, followed by one (1) additional week dedicated to executive review and presentation.

### Reason for Change

Initial testing focused primarily on performance speed metrics. Following a comprehensive review of the testing strategy, it was determined that this approach did not sufficiently validate answer accuracy, hallucination rates, stability under load, or resource bottlenecks. The testing strategy was therefore expanded to incorporate advanced evaluation methodologies, including the RAGAS framework, precision and recall metrics, hardware utilization monitoring, multi-user concurrency testing, and stress testing of context window limits. These enhancements ensure results are meaningful, defensible, and comparable against standard frontier benchmarks, supporting a confident Go/No-Go decision.

### Impact Analysis

*Schedule Impact:* Project duration extended by 7 weeks (6 testing plus 1 for executive presentation).

*Cost Impact:* Additional 45 labor hours at \$100/hour, increasing total project cost by \$4,500.00.

*Scope Impact:* No expansion of scope; testing depth increased to validate existing requirements.

*Quality Impact:* Positive; significantly improves confidence in production readiness.

*Risk Impact:* Reduces technical, performance, and quality risks by improving validation coverage.

### Recommendation

Approve the proposed extension and associated cost increase; and authorize re-baselining of the project schedule, costs, milestones, and resource calendar.

### Approval

Project Sponsor: James Keller

Date: Week 10