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Proposed AI Solutions

Workflow Management and Automation

Focus Area: Workflow Management and Automation

Empowered by N8N (An opensource workflow automation platform)

Case/ System Portfolio

AI Solution Name

Project Management AI Assistant

AI Solution Description

Project Management AI Assistant is an automation system that streamlines government project reporting by:

- AI-Powered Drafting: Automatically generates reports based on PST/PAT reports and risk summaries using LLMs (e.g., GPT-4, Claude)
- Workflow Automation: Chat-triggered drafting → AI refinement → approval → publishing
- Compliance Focus: Ensures reports align with government templates and standards

Output types:

1. Regular project deliverable pre-processing (e.g., weekly meeting minutes)
2. Risk Report Generation
3. Risk Chat

Use Case Example

1. Automated Personal Storage Table (PST) Risk Report Generation

Trigger: Project manager types in:

- "Draft Q3 PST risk report for Bridge Project using latest highlight data"

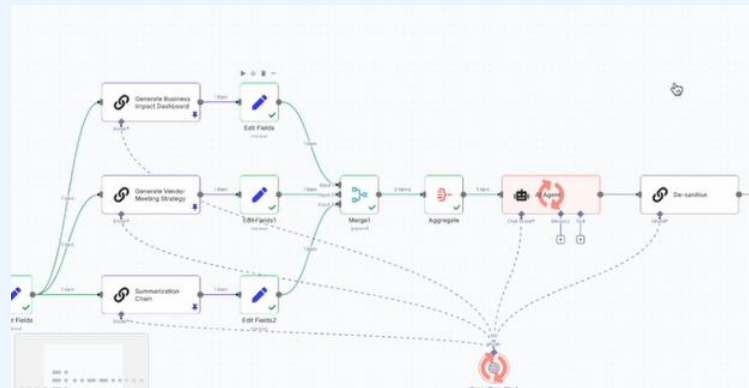
AI Action:

- Extracts financials/timelines from pre-defined folders
- Identifies risks by analyzing past reports
- Generates a first draft in government-approved format

Output:

- Sends draft for human review via email
- Publishes final version to Contentful + notifies stakeholders

Prototype



```
ecision 1: Approve Funds for Development Environment Upgrades (R001)
mount: Up to $50K
ecision Authority: CIO/CFO
ecision: Approved

ecision 2: Approve Budget for API Cost Negotiations (R002)
mount: Up to $50K
ecision Authority: CIO/Project Manager
ecision: Following week

3 Vendor Performance Review
ecision A (R001): Provide computing specifications and upgrade environment if needed.
ecision B (R002): Review detailed cost proposals and evaluate alternatives.

1. Strategic Risk Analysis
1 Risk Prioritization
Risk ID: R001
Risk: Insufficient Computing Power in Development Environment
Impact: Delays in API and frontend implementation, risking Demo Day (April 25, 2025).
Risk ID: R002
Risk: Potential Delays in API Cost Negotiation
Impact: Delays in web crawling implementation and system integration.

2 Client Actions
Immediate Actions:
- authorize cloud resource upgrades by month-end.
- expedite API negotiations or explore alternatives by following week.
Resource Allocation:
- assign 2 dedicated negotiators and 1 project manager for R002.

3 Vendor Accountability
ecision A Deliverables: Detailed upgrade plan by end of month.
ecision B Deliverables: Cost proposals by next week, alternative solutions by mid-month.

1. Vendor Meeting Preparation
1 Meeting Agenda
001: 15 minutes
002: 20 minutes
ecision Planning: 10 minutes

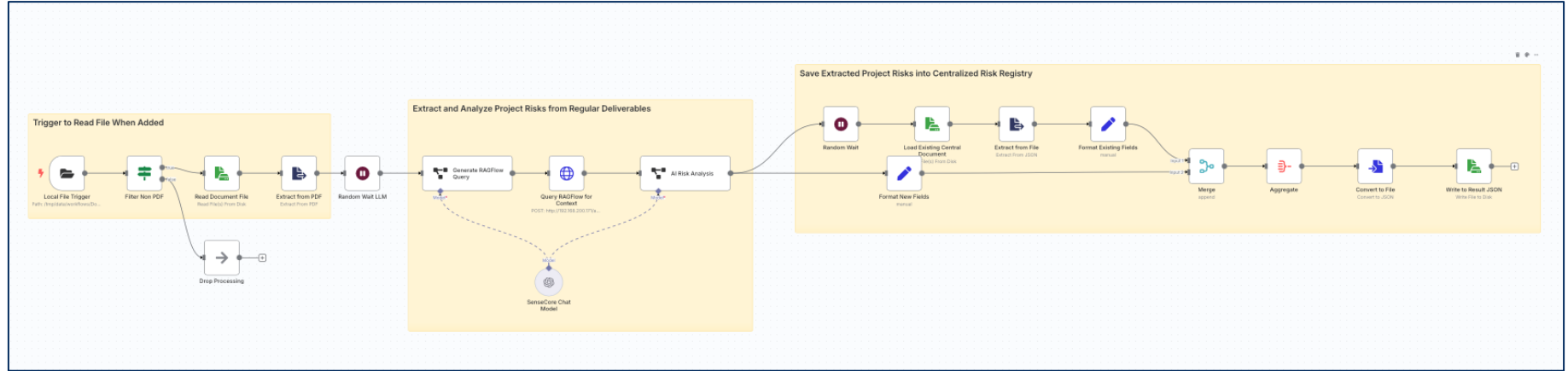
2 Key Questions
001: What actions have you taken to address computing power issues?
002: Details on mitigation actions and alternative providers?

3 Decision Framework
ulogset Criteria: Up to $50K for R001.
ulogset Process: Timeline Head for budget, Project Manager for resource allocation.

4. Action Items & Next Steps
1 Immediate Actions
```

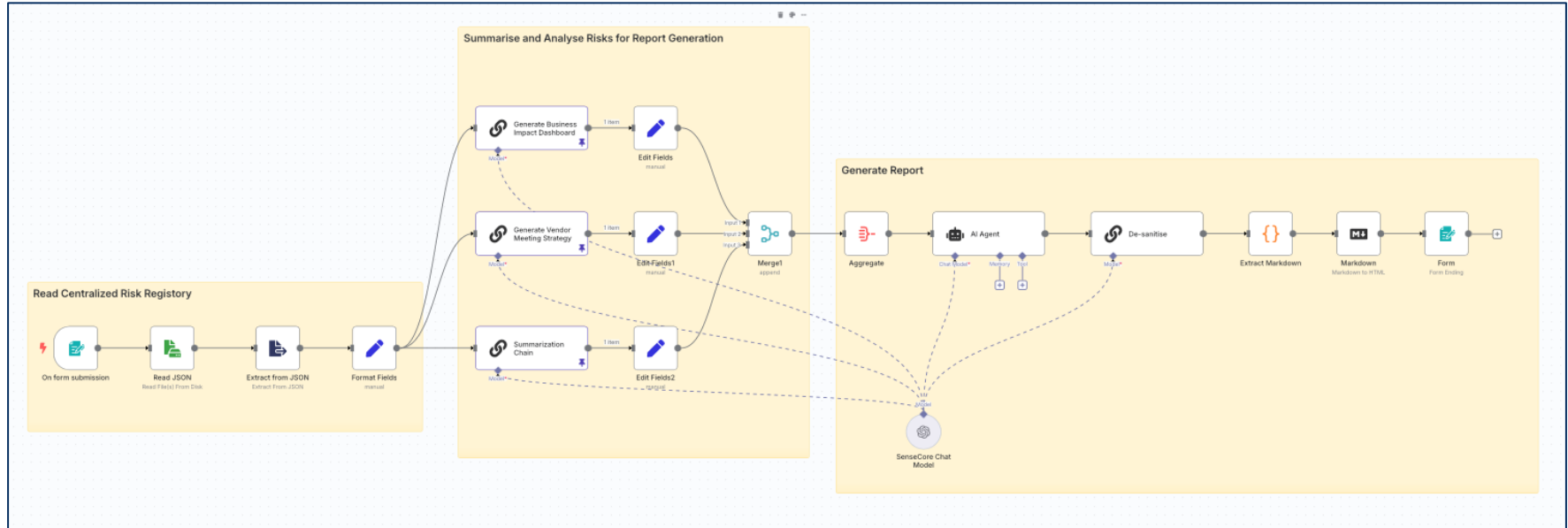
Infrastructure Diagram

1. Regular project deliverable pre-processing (e.g., weekly meeting minutes)



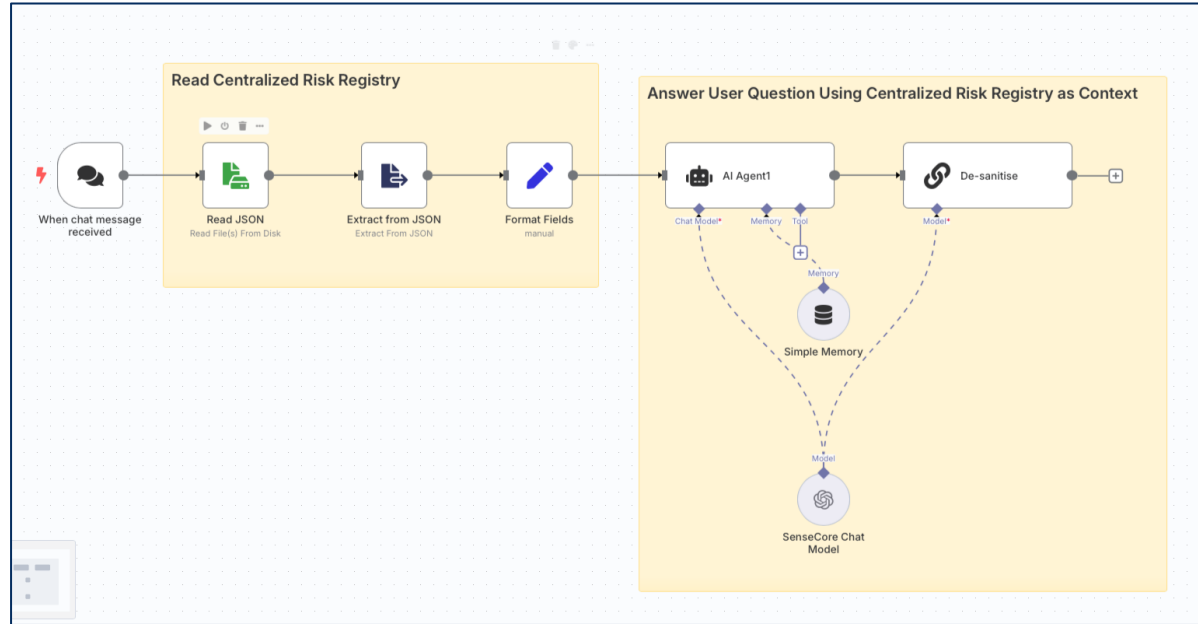
Infrastructure Diagram

2. Risk Report Generation



Infrastructure Diagram

3. Risk Chat





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Thank you

