

Stage 4 Project Readiness and Approval

California Department of Technology, SIMM 19D, Revision 6/28/2017

4.4 General Information

Orga 8955 Prop CalV	ncy or State Entity Name: artment of Veterans Affairs nization Code: osal Name: et Electronic Health Record (CEF artment of Technology Project N	_	
4.5	Submittal Informat	ion	
Cont	act Information:		
A C	ontact First Name: nthony ontact Email: nthony.Juarez@CalVet.ca.gov		Contact Last Name: Juarez Contact Phone Number: (916) 653-2172
	nission Date: /2020		
×	nission Type: New Submission Updated Submission (Pre-Appro		☐ Updated Submission (Post-Approval) ☐ Withdraw Submission Reason: Select If "Other," specify:
Sect	ions Updated (For Updated S	ubmissions only, check all tl	nat apply)
	4.4 General Information 4.5 Submittal Information 4.6 Primary Solicitation Results ☐ 4.6.1 Solicitation Key Action II ☐ 4.6.2 Addenda ☐ 4.6.3 Final Bid Respondents ☐ 4.6.4 Subcontractor Informat 4.7 Ancillary Solicitation Status 4.8 Contract Management 4.9 Organizational Readiness ☐ 4.9.1 Project Organization Ch 4.10 Project Readiness 4.11 Requirements Baseline	Dates Variance	 □ 4.11.1 Final Requirements Count 4.12 Schedule □ 4.12.1 Schedule Summary □ 4.12.2 Reason(s) for Difference □ 4.12.3 High Level Master Schedule and Key Milestones 4.13 Cost Baseline □ 4.13.1 Cost Summary □ 4.13.2 Reason(s) for Difference □ 4.13.3 Budget Change Proposal (BCP) Summary □ 4.13.4 Financial Analysis Worksheets (Baseline) 4.14 Project Management Planning
Sum	mary of Changes:		
Not a	applicable, this is a new submissi ect Approval Executive Transmit	tal	an attachment to your email submission.
Conc	lition(s) from Previous Stage(s):		
	lition #	None	

Condition Category Select...

If "Other," (specify)

Condition Sub-Category Select...

If "Other," specify:

Condition

Assessment Select...

If "Other," specify:

Agency/State Entity Response

Status Select...

If "Other," specify:

Add additional conditions as needed.

4.6 Primary Solicitation Results

4.6.1 Solicitation Key Action Dates

Activity: Release of Solicitation

If "Other," specify:

Actual Start Date: 12/14/2018
Actual End Date: 12/14/2018

Actual Duration (Number of

Business Days):

1

Activity: Last day to submit Exhibit 2: Intent to Bid and Exhibit 3: Confidentiality Statement (signed)

If "Other," specify: Click here to enter text.

 Actual Start Date:
 1/04/2019

 Actual End Date:
 1/04/2019

Actual Duration (Number of

Business Days):

1

Activity: Last day to submit written questions to and request a meeting with OTech

If "Other," specify: Click here to enter text.

 Actual Start Date:
 1/04/2019

 Actual End Date:
 1/04/2019

Actual Duration (Number of

Business Days):

1

Activity: Last day to submit written questions for clarification of solicitation for Bidder's

Walkthrough

If "Other," specify: Click here to enter text.

Actual Start Date: 1/04/2019
Actual End Date: 1/04/2019

Actual Duration (Number of

Business Days):

1

Activity: Mandatory Bidder's Walkthrough

If "Other," specify: Click here to enter text.

 Actual Start Date:
 1/15/2019

 Actual End Date:
 1/15/2019

Actual Duration (Number of

Business Days):

1

Activity: Last day to submit written questions using Attachment 1 and request changes to

requirements using Attachment 2

If "Other," specify: Click here to enter text.

 Actual Start Date:
 1/22/2019

 Actual End Date:
 1/22/2019

Actual Duration (Number of

Business Days):

1

Activity: State's response to bidder's questions, bidder's request for changes to the requirements

and release of Addendum 1

If "Other," specify: Click here to enter text.

 Actual Start Date:
 2/15/2019

 Actual End Date:
 2/15/2019

Actual Duration (Number of

Business Days):

1

Activity: Last day to submit written questions using Attachment 1 and request changes to

requirements using Attachment 2

If "Other," specify: Click here to enter text.

 Actual Start Date:
 2/22/2019

 Actual End Date:
 2/22/2019

Actual Duration (Number of

Business Days):

1

Activity: State's response to bidder's questions, bidder's request for changes to the requirements

and release of Addendum 2

If "Other," specify: Click here to enter text.

 Actual Start Date:
 3/01/2019

 Actual End Date:
 3/01/2019

Actual Duration (Number of

Business Days):

1

Activity: Last day to submit written questions using Attachment 1 and request changes to

requirements using Attachment 2

If "Other," specify: Click here to enter text.

 Actual Start Date:
 3/06/2019

 Actual End Date:
 3/06/2019

Actual Duration (Number of

Business Days):

1

Activity: State's response to bidder's questions, bidder's request for changes to the requirements

and release of Addendum 3

If "Other," specify: Click here to enter text.

 Actual Start Date:
 3/14/2019

 Actual End Date:
 3/14/2019

Actual Duration (Number of

Business Days):

1

Activity: Release of Addendum 4

If "Other," specify: Click here to enter text.

 Actual Start Date:
 3/21/2019

 Actual End Date:
 3/21/2019

Actual Duration (Number of

Business Days):

1

Activity: Last day to protest solicitation requirements

If "Other," specify: Click here to enter text.

 Actual Start Date:
 3/22/2019

 Actual End Date:
 3/22/2019

Actual Duration (Number of

Business Days):

1

Activity: Last day to submit Final Proposals

If "Other," specify: Click here to enter text.

 Actual Start Date:
 3/27/2019

 Actual End Date:
 3/27/2019

Actual Duration (Number of

Business Days):

1

Activity: Evaluation Period

If "Other," specify: Click here to enter text.

 Actual Start Date:
 4/02/2019

 Actual End Date:
 4/19/2019

Actual Duration (Number of

Business Days):

14

Activity: Demonstration

If "Other," specify: Click here to enter text.

 Actual Start Date:
 6/10/2019

 Actual End Date:
 6/14/2019

Actual Duration (Number of

Business Days):

5

Activity: Confidential Discussions with individual bidders

Clarifications with top two bidders

Actual Start Date: 8/20/2019

Actual End Date: 8/28/2019

Actual Duration (Number of

Business Days):

7

Activity: Other

Best and Final Offers Due (including extension)

 Actual Start Date:
 9/18/2019

 Actual End Date:
 9/26/2019

Actual Duration (Number of

Business Days):

7

Activity: Confidential Discussions with individual bidders

Clarifications with top two bidders

 Actual Start Date:
 10/10/2019

 Actual End Date:
 10/15/2019

Actual Duration (Number of

Business Days):

4

Activity: Other

Revised Best and Final Offers Due

 Actual Start Date:
 10/11/2019

 Actual End Date:
 10/31/2019

Actual Duration (Number of

Business Days):

15

Activity: Other

CDT and CalVet review of Evaluation and Selection Report

 Actual Start Date:
 11/01/2019

 Actual End Date:
 11/22/2019

Actual Duration (Number of

Business Days):

15

Activity: Evaluation Period

Evaluation and Selection Phase II (Compliance) Planning

 Actual Start Date:
 11/25/2019

 Actual End Date:
 12/11/2019

Actual Duration (Number of

Business Days):

11

Activity: Demonstration

Technical Demonstrations and Scoring

Actual Start Date: 12/12/2019
Actual End Date: 12/13/2019

Actual Duration (Number of

Business Days):

2

Activity: Demonstration

Functional/Non-Functional Demonstration

 Actual Start Date:
 12/18/2019

 Actual End Date:
 12/18/2019

Actual Duration (Number of

Business Days):

1

Activity: Other

Negotiations with top bidder

 Actual Start Date:
 1/02/2020

 Actual End Date:
 1/03/2020

Actual Duration (Number of

Business Days):

2

Activity: Other

Best and Final Offer Due

 Actual Start Date:
 1/07/2020

 Actual End Date:
 1/07/2020

Actual Duration (Number of

Business Days):

1

Activity: Confidential Discussions with individual bidders

Discussion with CDT, CalVet, and Top Bidder's Legal Teams

Actual Start Date: 1/16/2020

Actual End Date: 1/16/2020

Actual Duration (Number of

Business Days):

1

Activity: Confidential Discussions with individual bidders

Contract review with CDT, CalVet, and Top Bidder

 Actual Start Date:
 1/22/2020

 Actual End Date:
 1/22/2020

Actual Duration (Number of

Business Days):

1

Activity: Other

Top Bidder submits revised Best and Final Offer

 Actual Start Date:
 1/242020

 Actual End Date:
 1/24/2020

Actual Duration (Number of

Business Days):

1

Activity: Other

State's Response to Top Bidder's revised Best and Final Offer

 Actual Start Date:
 1/31/2020

 Actual End Date:
 1/31/2020

Actual Duration (Number of

Business Days):

1

Other

Activity:

Final agreement on Best and Final Offer

Actual Start Date: 2/7/2020 **Actual End Date:** 2/07/2020

Actual Duration (Number of

Business Days):

1

Activity: Notification of Award

Actual Start Date: 2/10/2020 **Actual End Date:** 2/10/2020

Actual Duration (Number of

Business Days):

1

Other Activity:

Evaluation and Selection Report Signed

Actual Start Date: 2/11/2020 **Actual End Date:** 2/11/2020

Actual Duration (Number of

Business Days):

Contract Execution Activity:

Actual Start Date: 2/20/2020 **Actual End Date:** 2/20/2020

Actual Duration (Number of

Business Days):

Add additional key action date activities as needed.

4.6.2 Addenda

Addenda Number: 1

Other Addenda Category:

If "Other," specify: Modifications to RFP, SOW and Requirements

2 Addenda Number:

Addenda Category: Other

If "Other," specify: Modifications to RFP, SOW, Requirements and Cost worksheets

Addenda Number: 3

Other Addenda Category:

If "Other," specify: Modifications to RFP and Requirement

Addenda Number:

Addenda Category: Other

If "Other," specify: Correction to Key Action Date (Last day to protest solicitation

requirements)

Add additional addenda as needed.

4.6.3 Final Bid Respondents **Respondent Name:** Netsmart Compliant: Yes Non-compliance Category: Select... If "Other," specify: Add additional non-compliance categories as needed. **Negotiations Conducted:** Yes Intent to Award: Yes Select... **Protest: Protest Disposition:** Select... Contract Number: **Contract Start Date:** 2/20/2020 **Contract End Date:** 12/31/2023 **Total Contract Cost (without** \$12,853,413 **Optional Years): Optional Years:** 2 Option Years (Number of 24 Months): **Total Cost of Optional** \$3,303,684 Years: \$16,157,097 **Total Contract Cost (with Optional Years):** MatrixCare Respondent Name: Compliant: No Non-compliance Category: Did not indicate compliance to functional/non-functional requirement(s) Bidder was provided guidance through the bid evaluation and selection compliance phase to complete their responses to requirements and chose not to update the applicable documentation. Add additional non-compliance categories as needed. **Negotiations Conducted:** No Intent to Award: No Protest: Select... **Protest Disposition:** Choose an item. **Contract Number:** Click here to enter text. **Contract Start Date: Total Contract Cost (without** \$10,748,708.70 **Optional Years): Optional Years:** 2

Option Years (Number of 24 Months): **Total Cost of Optional** \$5,247,804 Years: **Total Contract Cost (with** \$15,996,512.70 **Optional Years):** Respondent Name: Cerner Compliant: No Other Non-compliance Category: Bidder failed Technical Demonstration Add additional non-compliance categories as needed. **Negotiations Conducted:** No Intent to Award: Select... Select... **Protest: Protest Disposition:** Choose an item. **Contract Number:** Click here to enter text. **Contract Start Date:** Contract End Date: **Total Contract Cost (without** \$50,439,772.50 **Optional Years): Optional Years:** 2 Option Years (Number of 24 Months): **Total Cost of Optional** \$11,144,712 Years: **Total Contract Cost (with** \$61,584,484.50 **Optional Years):** Respondent Name: **MEDITECH** Compliant: No Non-compliance Category: Other Included legal assumptions and constraints Bidder chose not to enter the compliance process. Add additional non-compliance categories as needed. **Negotiations Conducted:** No Intent to Award: Select...

Click here to enter text.

Choose an item.

Select...

Contract Start Date:

Protest Disposition:

Contract Number:

Protest:

Contract End Date:	
Total Contract Cost (without Optional Years):	\$0
Optional Years:	
Option Years (Number of Months):	Click here to enter text.
Total Cost of Optional Years:	\$0
Total Contract Cost (with Optional Years):	\$0
Respondent Name:	ADL Data Systems, Inc
Compliant:	No
Non-compliance Category:	Other
	Bidder failed Technical Demonstration
Add additional non-compliance categories as needed.	
Negotiations Conducted:	No
Intent to Award:	Select
Protest:	Select
Protest Disposition:	Choose an item.
Contract Number:	Click here to enter text.
Contract Start Date:	
Contract End Date:	
Total Contract Cost (without Optional Years):	\$2,135,900
Optional Years:	2
Option Years (Number of Months):	24
Total Cost of Optional Years:	\$1,330,560
Total Contract Cost (with Optional Years):	\$3,466,460
Add additional respondents as need	
4.6.4 Subcontractor Information	
Complete the subcontractor informat Subcontractor Name	ion only for the subcontractors of the intended awardee. SB DVBE N/A
FARO Consulting and Solutions LLC	
Add additional subcontractor as need	
4.7 Ancillary Solicitatio	n Status
Solicitation Title:	CalVet Electronic Health Record IV&V Services
Status:	Completed
Awardee Name:	Ten Consulting

Cor	ntract Number:	18HS0534		
	Contract Start Date:	7/01/2019		
	Contract End Date:	6/30/2020		
	Total Contract Cost (without Optional Years):	\$208,000		
	Optional Years:			
	Optional Years (Number of Months):	0		
	Total Cost of Optional Years:			
Ada	Total Contract Cost (with Optional Years): d additional ancillary solicitation st	\$208,000 catuses as needed.		
	8 Contract Manageme			
		in reference to the primary solicitation.	Yes	No
1.		been assigned and has the Contract Manager reviewed and ope, activities, tasks and deliverables of the contract? this has not been accomplished:		
2.	_		⊠	
3.	members been scheduled to align invoicing, requirements review, a If "No," briefly explain below why	this has not been accomplished:		
4.		orking days from contract execution to conduct the kick-off meeting estand the Agency/state entity and federal processes, policy, this has not been accomplished:	⊠	
5.	_	a plan to collect and assess contractor and project gular basis (e.g., establish meetings with Project Managers, this has not been accomplished:	⊠	
4.	9 Organizational Read	liness		
			Yes	No
1.	repeatable and scalable testing m integration, security, performance If "No," briefly describe below the	ently have a mature release management process with a ethodology that supports all stages of testing (system, e, interfaces, regression, user acceptance, and accessibility)? The release management process that will be used to manage, ware build through the different phases and environments, of tware releases:		
2.	by the project? If "No," briefly explain below how	the Agency/state entity plans to educate the project team to		

4.	Does the Agency/state entity have processes and methodologies in place to support organizational change management (OCM) activities identified in Stage 1, Section 1.12.4 Training and Organizational Change Management? If "No," briefly describe below how the Agency/state entity will perform OCM activities for this proposal: To clarify, CalVet has a multipronged approach to address organizational readiness. In part the pr "as-is" and "to-be" business processes. These processes will be used to work with the staff during ensure staff are aware of the expected business processes. The "to-be" business processes will be specific new system functionality once there is understanding of the implemented system. Second consolidated the lessons learned from the prior electronic health record implementation, identificategories (BPR, Communications, etc.), determined whether the lesson would be applied to the where the lesson is addressed in the current project (e.g. Project Management Plans). Lastly, Calhiring one State staff position to perform OCM activities. Does the Agency/state entity have dedicated resources assigned to business process improvement or business process reengineering activities? If "Yes," specify the areas of business process improvement needed below: As with PAL Stage 2, CalVet has SMEs and business owners who will continue to review and impropuring the CEHR project phase, CalVet will work with CEHR vendor with activities related to busin improvement/reengineering. CalVet staff business knowledge, together with OCM staff and vend CEHR system, will result in optimal business process improvement. If "No," briefly explain below how the Agency/state entity will perform business process improves or business process reengineering activities for this proposal:	g and outs e updated dly, the p ed the ap current p Vet is in the ove busing ess proces or's know	ady devel side trainin I to reflect roject plicable roject, and he proces	ng to t the d s of
4.9	9.1 Project Organization Chart			
	cachment: Include the project organization charts as an attachment to your email submission.			
4.	10 Project Readiness			
1.	Select the system development methodology you plan to use to design and develop the new system. Agile/Iterative	ology. Imp	logy ident	ified. If
	staff to leverage this methodology.	·	·	
	Click here to enter text.			
		Yes	No	N/A
2.	Has the Agency/state entity received approval of the Evaluation and Selection Report?	\boxtimes		
3.	Has the Agency/state entity engaged the Office of Technology Services (OTech) for capacity planning and the development of the solution delivery timeline? If "No" and data center capacity planning and alignment services are needed and the Agency/state entity has not engaged OTech, explain below:			
4.	Have resource commitments been obtained for all staff resources identified in Stage 3, Section 3.19 Staffing Allocation? If "No," explain below why commitments have not been obtained and the plan to mitigate this risk:			
5.	Does the project staffing plan ensure sufficient staff resources are available to perform project activities while also supporting maintenance and ongoing operations for other Agency/state entity initiatives? If "No," explain below how sufficient resource levels will be maintained for all project activities:			

6.	Have all identified project leads red If "No," explain below how the Age project management basics:					
7.	If California Department of Techno (SR) for oversight services been sub		quired, has a Service Request			
	If "Yes," provide the SR number bel 000002349324	ow; if "No," provide a brief e	xplanation below:			
8.	Has the project begun procurement services per the State Administrative If "Yes," indicate the planned start 7/1/2019	ve Manual Section 4940.3? date for IV&V services below		\boxtimes		
	If "No" or "N/A," provide a brief ex	planation below:				
4.	11 Requirements Base	line				
				Yes	No	N/A
1.	Has the Agency/state entity modifi obtaining approval of the Stage 3 S	-	solution requirements since	\boxtimes		
	If "Yes":	hange in the space provided.		Percen 4.6%	tage of Cl	nange
	Describe below the modif	ication(s), impact(s) to the re	commended alternative, and how	the req	uirements	s align
		es established in the Stage 1				
		•	anged from Mandatory to Desirab RFP process. There was no overall		_	vendor
	The state of the s	native or business objectives.	MT process. There was no overall	impact	.o tric	
2.	Has the requirements traceability by		eflect any modification(s)?	\boxtimes		
	1.1 Final Requirements Coun					
	al Functional Requirements: al Non-Functional Requirements:	00676 00102				
	al Project/Transition Requirements:					
Rec	uirements Grand Total	00778				
4.	12 Schedule					
4.1	2.1 Schedule Summary					
		Estimated Date	Final Baseline Date	Diffe	rence	
Pro	ject Planning Start Date	1/02/2017	7/14/2016	172	Days	
Pro	ject Planning End Date	12/31/2018	2/14/2020	410	Days	
Pro	ject Start Date	1/2/2019	2/28/2020	422	Days	
Pro	ject End Date	6/30/2020	12/31/2021	549	Days	
4.1	2.2 Reason(s) for Difference					
	were key staff changes amo unplanned event: Pre-Solici Stage 4 additional procuren documentation into complia demonstrations.	ing the organization and ot tation. This action was not nent activities included cor ance, and technical demon	018 to December 2019. Within ther partners. During Stage 3, the anticipated when estimating confidential discussions, a phase the strations separate from functions.	he proje ost in St o bring	ect added age 2. D bidders'	d an uring
	.2.3 High Level Master Schedu achment: Include the high level ma		ones as an attachment to your om	ail subm	ission	
	-	ster scriedule and key milesto	ones as an attachment to your em	an subili	1551011.	
4.	13 Cost Baseline					

4.13.1 Cost Summary

	Estimated Proposed Cost	Final Baseline Cost	Difference
Total Planning Cost (One-Time)	\$3,623,571	\$4,314,635	+\$691,064
Total Project Cost (One-Time)	\$10,447,220	\$13,452,409	+\$3,005,189
Total Future Operations IT Staff and OE&E Cost (Continuing)	\$3,454,664	\$3,068,622	-\$386,042
TOTAL:	\$17,525,455	\$20,835,666	+\$3,310,211
Annual Future Operations IT Costs (M&O)	\$1,659,679	\$2,093,550	+\$433,871
4.40.0D () (D'((

4.13.2 Reason(s) for Difference

CEHR Planning phase was estimated to end in December 2018, actual end date is 2/14/2020. Following factors contributed to the extension: Pre-Solicitation activities, coordination of vendor demonstrations, negotiations, multiple best and final offers, and multiple confidential discussions.

4.13.3 Budget Change Proposal (BCP) Summary

Budget Request ID		,
Budget Request Year		
Requested Amount		
Status		

Add additional BCP summaries as needed.

4.13.4 Financial Analysis Worksheets (Baseline)

Attachment: Include the FAWs as an attachment to your email submission.

4.14 Project Management Planning Yes No N/A Are the following project management plans or project artifacts complete, approved by the designated Agency/state entity authority, and available for California Department of Technology review? Risk Register \bowtie If "No," provide the status below; if "N/A," provide an explanation below: \bowtie Contract Management Plan If "No," provide the status below; if "N/A," provide an explanation below: Contract Management Plan was previously reviewed and approved by CDT in Stage 3. No updates since. Cost Management Plan \boxtimes If "No," provide the status below; if "N/A," provide an explanation below: Implementation Management Plan \boxtimes If "No," provide the status below; if "N/A," provide an explanation below: This is a contractor deliverable Requirements Management Plan \boxtimes If "No," provide the status below; if "N/A," provide an explanation below: Deliverable Expectation Document (DED) \boxtimes If "No," provide the status below; if "N/A," provide an explanation below:

4.15 Risk Register

Attachment: Include the risk register as an attachment to your email submission.

Stage 4 Project Readiness and Approval – Department of Technology Use Only
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Original "New Submission" Date 2/14/2020
Form Received Date 2/26/2020
Form Accepted Date 2/26/2020
Form Status Completed
Form Status Date 3/6/2020
Form Disposition Approved

If "Other," specify:

Form Disposition Date 3/6/2020