



# Stage 3 Solution Development (Part B)

Department of Technology, SIMM 19C, Revision 9/8/2016

## 3.13 General Information

**Agency or State Entity Name:**

California Public Utilities Commission

**Organization Code:**

8860

**Proposal Name:**

RSSIMS Bulk Record Update Project

**Department of Technology Project Number:** 8660-073

## 3.14 Part B Submittal Information

**Contact Information:**

**Contact First Name:**

Dennis

**Contact Email:**

dennis.hong@cpuc.ca.gov

**Contact Last Name:**

Hong

**Contact Phone Number:**

(415) 703-1724

**Part B Submission Date:**

3/05/2021

**Part B Submission Type:**

- New Submission
  - Updated Submission (Pre-Approval)
  - Updated Submission (Post-Approval)
  - Withdraw Submission
- Reason: Select...  
If "Other," specify:

**Part B Sections Updated** (For Updated Submissions only, check all that apply)

- 3.13 General Information
- 3.14 Part B Submittal Information
- 3.15 Solicitation Package and Evaluation Readiness
- 3.16 Public Contract Code (PCC) 6611 Readiness
- 3.17 Protest Processes
- 3.18 Project Management Planning
- 3.19 Staffing Allocation
- 3.20 Final Solicitation Package Submission

**Part B Summary of Changes:**

Made updates according to the Comment Log provided by CDT PAL Manager. Please see Comment Log for reference of the specific changes.

- Updated submission date.
- Updated solicitation scoring format.

**Part B Project Approval Executive Transmittal**



RSSIMS Stage 3 Part  
A & B Project Approv

**Attachment:**



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## Condition(s) from Previous Stage(s):

<b>Condition #</b>	
<b>Condition Category</b>	If "Other," specify:
<b>Condition Sub-Category</b>	If "Other," specify:
<b>Condition</b>	
<b>Assessment</b>	If "Other," specify:
<b>Agency/state Entity Response</b>	
<b>Status</b>	If "Other," specify:

### Insert Condition

Department of General Services (DGS) Delegated Purchasing Authority:  Over  Under  No Procurement

## 3.15 Solicitation Package and Evaluation Readiness

1. Check all sections of the SIMM Section 195 Statewide Technology Procurement Division (STPD) Solicitation Template completed and reviewed for quality assurance:

### Part 1:

- 1. Introduction
- 2. Bidding Instructions
- 3. Administrative Requirements
- 4. Bid Requirements
- 5. Cost
- 6. Proposal/Bid Format and Submission Requirements
- 7. Evaluation
- 8. Informational Attachments

### Part 2:

- Appendix A, Statement of Work
- STD 213, Standard Agreement
- Bidder Qualifications Forms
- Bidder Reference Forms
- Staff Qualifications Forms
- Staff Reference Forms
- Cost Worksheets
- Bidder's Library
- Functional/Non-functional Requirements

2. Describe the breakdown of the total evaluation score to be awarded (point/score) and how the score will be allotted, below:

### Scoring and Point Distribution

<b>Evaluation Area</b>	<b>Maximum Possible Score</b>
Bidder Qualification Forms	Pass/Fail
<b>Evaluation Area</b>	<b>Maximum Possible Score</b>
Bidder Reference Forms	100
<b>Evaluation Area</b>	<b>Maximum Possible Score</b>
Staff Qualification Forms	Pass/Fail
<b>Evaluation Area</b>	<b>Maximum Possible Score</b>
Staff Qualification Forms - Desirables	40
<b>Evaluation Area</b>	<b>Maximum Possible Score</b>
Staff Reference Forms	60
<b>Evaluation Area</b>	<b>Maximum Possible Score</b>



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Exhibit D: Functional and Non-Functional Requirements

Pass/Fail

**Evaluation Area**

**Maximum Possible Score**

Exhibit C: Deliverables Table

Pass/Fail

**Evaluation Area**

**Maximum Possible Score**

Section 4.2.2. Narrative Response Requirements (MS)

700

**Evaluation Area**

**Maximum Possible Score**

Oral Presentation

100

**Evaluation Area**

**Maximum Possible Score**

Maximum Small Business Preference Points

TBD

**Evaluation Area**

**Maximum Possible Score**

Section 7.3.9.2. DVBE Incentive

100

**Evaluation Area**

**Maximum Possible Score**

Cost Worksheets

1000

**Total Points Possible:**

2000

## Insert Evaluation Area

	Yes	No	N/A
3. Is the Bidder's Library complete and ready for vendor access?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Does the Agency/state entity anticipate that any confidential information will be posted in the Bidder's Library?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Has the Agency/state entity tested and validated the evaluation methodology, points, and/or approach?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6. Has the Agency/state entity completed development of the bidder and key staff qualifications and the bidder and key staff references? If "Yes," select the approach that will be used to validate the references submitted below: <b>Written (e.g., email)</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are all key stakeholders (executive sponsors, business and IT project team, and procurement team) knowledgeable and committed to the evaluation methodology for the solicitation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. Will the Agency/state entity require the bidder to demonstrate any solution requirements? If "Yes," attach the demonstration script below. Attachment: (File Attachment)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Have changes been made to the solicitation package (e.g., solution requirements, cost worksheets, evaluation methodology, terms, SOW) as a result of the Statewide Technology Procurement Division (STPD) Pre-Solicitation process? If "Yes," explain changes below:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

## 3.16 Public Contract Code (PCC) 6611 Readiness

	Yes	No	N/A
1. Has the Agency/state entity received approval from Department of General Services (DGS) or the Department of Technology to utilize PCC 6611? If "Yes," attach a preliminary draft of the negotiation plan and the approved form (GSPD 13-003) below: Attachment: Document will be provided by STPD.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 3.17 Protest Processes

1. Select the protest process being utilized for the primary solicitation:



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Alternative Protest Process (APP) – if selected, attach below:       Traditional Protest Process

Not Applicable (N/A) – if selected, specify below: Using Public Contract Code 6611

Attachment: (File Attachment)

If the protest process is “N/A” for the solicitation, provide an explanation below:

....

## 3.18 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 Department of Technology review?			
<b>Project Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Change Control Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Configuration Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Data Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Maintenance &amp; Operations (M&amp;O) Transition Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Procurement Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below: 90% complete. Need to wait for all Contractors to be onboarded before document can be approved by Management.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Quality Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Testing Master Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Security Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Business Continuity Management Plan</b> (including Technology Recovery Plan) If “No,” provide the status below; if “N/A,” provide an explanation below: 85 % complete. This document is owned and kept with both the implementation contractor once onboarded and ISO team. Need to wait for all Contractors to be onboarded before document can be completed.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Risk Management Plan</b> If “No,” provide the status below; if “N/A,” provide an explanation below:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 3.19 Staffing Allocation



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<b>Project Team Role</b>	Project Manager	If "Other," specify:
<b>Quantity</b>	1	
<b>Level of Participation</b>	80 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Business Analyst	If "Other," specify:
<b>Quantity</b>	1	
<b>Level of Participation</b>	30 %	
<b>Classification (State Resources Only)</b>	Associate Information Systems Analyst (Specialist)	If "Other," specify:
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Application Developer	If "Other," specify:
<b>Quantity</b>	1	
<b>Level of Participation</b>	100 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Information Security Officer	If "Other," specify:
<b>Quantity</b>	1	
<b>Level of Participation</b>	5 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Database Administrator	If "Other," specify:
<b>Quantity</b>	1	
<b>Level of Participation</b>	10 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Other	If "Other," specify: Network Administrator
<b>Quantity</b>	1	
<b>Level of Participation</b>	10 %	



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<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Other	If "Other," specify: IT Lead
<b>Quantity</b>	1	
<b>Level of Participation</b>	50 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist II
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Other	If "Other," specify: Server & Operations Support
<b>Quantity</b>	1	
<b>Level of Participation</b>	10 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Other	If "Other," specify: Help Desk Support
<b>Quantity</b>	1	
<b>Level of Participation</b>	5 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Specialist I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Procurement Official	If "Other," specify:
<b>Quantity</b>	1	
<b>Level of Participation</b>	25 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: IT Supervisor I
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Tester	If "Other," specify:
<b>Quantity</b>	1	
<b>Level of Participation</b>	25 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: Varies from PURA to Utilities Engineers
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	SME	If "Other," specify:



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<b>Quantity</b>	1	
<b>Level of Participation</b>	25 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: Varies from PURA to Utilities Engineers
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	
<b>Project Team Role</b>	Other	If "Other," specify: Program Manager
<b>Quantity</b>	1	
<b>Level of Participation</b>	80 %	
<b>Classification (State Resources Only)</b>	Other	If "Other," specify: Senior Utilities Engineer (Specialist)
<b>Source</b>	Redirected	
<b>Tenure/Time Base</b>	Permanent	

Insert Project Team Role

## 3.20 Final Solicitation Package Submission



RSSIMS Bulk  
Record Update Proje

Attachment:

Insert Attachment

## Stage 3 Solution Development (Part B) – Department of Technology Use Only

<b>Original "New Submission" Date</b>	2/19/2021	
<b>Form Received Date</b>	3/05/2021	
<b>Form Accepted Date</b>	3/05/2021	
<b>Form Status</b>	Completed	
<b>Form Status Date</b>	4/22/2021	
<b>Form Disposition</b>	Approved	If "Other," specify:
<b>Form Disposition Date</b>	4/22/2021	