



Stage 4 Project Readiness and Approval

California Department of Technology, SIMM 19D.3 (Rev. 2.5, July/2021)

4.4 General Information

Agency or State Entity Name: **Department of Transportation**

If agency/entity not in list then enter here. [Click or tap here to enter text.](#)

Organization Code: 2660

Proposal Name: [Transportation System Network Replacement](#)

Department of Technology Project Number (0000-000): [2660-545](#)

4.5 Submittal Information

Contact Information

Contact First Name: [Dale](#)

Contact Last Name: [Minatoya](#)

Contact Email: Dale.Minatoya@dot.ca.gov

Contact Phone Number: [\(916\) 618-8200](#)

Submission Date: [1/26/2022](#)

Submission Type: New Submission

If "Withdraw Submission," select Reason: [Choose an item.](#)

If "Other" is specified, enter reason here: [Click or tap here to enter text.](#)

Sections Updated

List sections updated and describe the changes made: [Click or tap here to enter text.](#)

Part A Project Approval Executive Transmittal (signatures)

Attach Transmittal to the email submission.

Condition(s) from Previous Stage(s)

Condition #: None

4.6 Primary Solicitation Results

4.6.1 Solicitation Key Action Dates

Activity: Other

If "Other" is selected, specify: Release Pre-Solicitation

Actual Start Date: 4/28/2020

Actual End Date: 4/28/2020

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Pre-Solicitation Feedback Due

Actual Start Date: 5/18/2020

Actual End Date: 5/18/2020

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Confidential Meetings with Potential Bidders

Actual Start Date: 6/15/2020

Actual End Date: 6/19/2020

Actual Duration (Number of Business Days): 5

Activity: Release of Solicitation

If "Other" is selected, specify: [Click or tap here to enter text.](#)

Actual Start Date: 2/8/2021

Actual End Date: 2/8/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Last Day to Submit Intent to Bid and Questions

Actual Start Date: 2/9/2021

Actual End Date: 2/24/2021

Actual Duration (Number of Business Days): 12

Activity: Other

If "Other" is selected, specify: State's Response to Bidder's Questions and Release of Potential Addendum

Actual Start Date: 3/4/2021

Actual End Date: 3/4/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Addendum 1 Posted

Actual Start Date: 3/12/2021

Actual End Date: 3/12/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Last Day to Submit Questions for Conceptual Discussions

Actual Start Date: 3/22/2021

Actual End Date: 3/22/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Conceptual Discussions

Actual Start Date: 4/5/2021

Actual End Date: 4/9/2021

Actual Duration (Number of Business Days): 5

Activity: Other

If "Other" is selected, specify: Addendum 2 Posted by

Actual Start Date: 4/16/2021

Actual End Date: 4/16/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Addendum 3 Posted by

Actual Start Date: 4/23/2021

Actual End Date: 4/23/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Addendum 4 Posted

Actual Start Date: 4/30/2021

Actual End Date: 4/30/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Last Day to Submit Proposal

Actual Start Date: 5/7/2021

Actual End Date: 5/7/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Final Proposal Evaluation Period

Actual Start Date: 5/10/2021

Actual End Date: 7/13/2021

Actual Duration (Number of Business Days): 45

Activity: Other

If "Other" is selected, specify: Negotiation Invitations Sent

Actual Start Date: 8/17/2021

Actual End Date: 8/17/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Negotiation (May include Demo)

Actual Start Date: 8/23/2021

Actual End Date: 9/21/2021

Actual Duration (Number of Business Days): 21

Activity: Other

If "Other" is selected, specify: Best and Final Offer Due

Actual Start Date: 10/1/2021

Actual End Date: 10/1/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Final Best and Final Offer V4

Actual Start Date: 11/30/2021

Actual End Date: 11/30/2021

Actual Duration (Number of Business Days): 1

Activity: Other

If "Other" is selected, specify: Contract Award, Estimated Date

Actual Start Date: 3/21/2022

Actual End Date: 3/21/2022

Actual Duration (Number of Business Days): 1

4.6.2 Addenda

Addenda Number: 1

Addenda Category: [Other](#)

If "Other", specify: Added files to Bidder's Library, modified language for a small number requirements, added one new requirement. Updated RFP Part 1 Key Action Dates and Part 2. See RFP Addendum #1 Summary.

Addenda Number: 2

Addenda Category: [Other](#)

If "Other", specify: Clarified requirements. Revised RFP Part 1 Key Action Dates, scoring, language related to scoring. Updated Part 2 with new escrow code content, clarifications related to staff and some exhibits. See RFP Addendum #2 Summary.

Addenda Number: 3

Addenda Category: [Other](#)

If “Other”, specify: Revised RFP Part 1 Key Action Dates. Updated Part 2 to delete all individual references to PDF versions of documents, corrected objective, changed number of pages required for response. See RFP Addendum #3 Summary.

Addenda Number: 4

Addenda Category: [Other](#)

If “Other”, specify: Revised RFP Part 1 Key Action Dates. Updated Part 2 reference to applicable legal terms. See RFP Addendum #4 Summary.

4.6.3 Final Bid Respondents

Respondent Name IBI, Group

Compliant: [No](#)

Non-Compliance Category: [Bidder or key staff did not meet the minimum qualification](#)

If “Other,” specify

Negotiations Conducted: [Yes](#)

Intent to Award: [No](#)

Protest: [No](#)

Protest Disposition: [Choose an item.](#)

Contract Number: [Click or tap here to enter text.](#)

Contract Start Date: [Click or tap to enter a date.](#)

Contract End Date: [Click or tap to enter a date.](#)

Total Contract Cost (without optional years): [Click or tap here to enter text.](#)

Optional Years

Optional Years (Number of Months): [Click or tap here to enter text.](#)

Total Cost of Optional Years: [Click or tap here to enter text.](#)

Total Contract Cost (with optional years): [Click or tap here to enter text.](#)

Respondent Name: Rizing Geospatial, LLC

Compliant: [Yes](#)

Non-Compliance Category: [Choose an item.](#)

If "Other," specify: [Click or tap here to enter text.](#)

Negotiations Conducted: [Yes](#)

Intent to Award: [Yes](#)

Protest: [Choose an item.](#)

Protest Disposition: [Choose an item.](#)

Contract Number: [Click or tap here to enter text.](#)

Contract Start Date: 3/16/2022

Contract End Date: 11/14/2025

Total Contract Cost (without optional years): \$11,083,999.00

Optional Years

Optional Years (Number of Months): 24

Total Cost of Optional Years: \$2,630,357.20

Total Contract Cost (with optional years): \$13,714,356.20

Respondent Name: Timmons, Group

Compliant: [No](#)

Non-Compliance Category: [Bidder or key staff did not meet the minimum qualification](#)

If "Other," specify:

Negotiations Conducted: [No](#)

Intent to Award: [No](#)

Protest: [Choose an item.](#)

Protest Disposition: [Choose an item.](#)

Contract Number: [Click or tap here to enter text.](#)

Contract Start Date: [Click or tap to enter a date.](#)

Contract End Date: [Click or tap to enter a date.](#)

Total Contract Cost (without optional years): [Click or tap here to enter text.](#)

Optional Years

Optional Years (Number of Months): [Click or tap here to enter text.](#)

Total Cost of Optional Years: [Click or tap here to enter text.](#)

Total Contract Cost (with optional years): [Click or tap here to enter text.](#)

4.6.4 Subcontractor Information

Complete the subcontractor information only for subcontractors of the intended awardee.

Subcontractor Name: VHB Applied Technology

Subcontractor SB/DVBE: [Not Applicable](#)

Subcontractor Name: MS2

Subcontractor SB/DVBE: [Not Applicable](#)

Subcontractor Name: 1Spatial, Inc.

Subcontractor SB/DVBE: [Not Applicable](#)

Subcontractor Name: ICDS, Inc.

Subcontractor SB/DVBE: [DVBE](#)

Subcontractor Name: Data Transfer Solutions, (DTS)

Subcontractor SB/DVBE: [Not Applicable](#)

4.7 Ancillary Solicitation Status

Solicitation Title: IV&V RFO

Status: **In Progress**

Awardee Name: [Click or tap here to enter text.](#)

Contract Number: [Click or tap here to enter text.](#)

Contract Start Date: [Click or tap to enter a date.](#)

Contract End Date: [Click or tap to enter a date.](#)

Total Contract Cost (w/o Op. Yrs.): [Click or tap here to enter text.](#)

Optional Years:

Optional Years (Number of Months): [Click or tap here to enter text.](#)

Total Cost of Optional Years: [Click or tap here to enter text.](#)

Total Contract Cost (with Optional Years.): [Click or tap here to enter text.](#)

Solicitation Title: OCM RFO

Status: **In Progress**

Awardee Name: [Click or tap here to enter text.](#)

Contract Number: [Click or tap here to enter text.](#)

Contract Start Date: [Click or tap to enter a date.](#)

Contract End Date: [Click or tap to enter a date.](#)

Total Contract Cost (w/o Op. Yrs.): [Click or tap here to enter text.](#)

Optional Years:

Optional Years (Number of Months): [Click or tap here to enter text.](#)

Total Cost of Optional Years: [Click or tap here to enter text.](#)

Total Contract Cost (with Optional Years.): [Click or tap here to enter text.](#)

4.8 Contract Management

Complete the questions below in reference to the primary solicitation.

- 1 Has the role of Contract Manager been assigned and has the Contract Manager reviewed and gained an understanding of the scope, activities, tasks, and deliverables of the contract? **Yes**

If “No,” briefly explain below why this has not been accomplished: [Click or tap here to enter text.](#)

- 2 Does the assigned Contract Manager understand the processes for post award contract activities, including contract amendments, contract work authorizations, terms and conditions, and contract escalation/resolution? **Yes**

If “No,” briefly explain below why this has not been accomplished: [Click or tap here to enter text.](#)

- 3 Has a post-award or kickoff meeting between the Contract Manager and state project team members been scheduled to align state and contractor expectations related to contract, budget, invoicing, requirements review, and contractor incentives? **No**

If “No,” briefly explain below why this has not been accomplished: Contract not awarded until S4PRA is approved

- 4 Does the Contract Manager understand the agency/state entity and federal processes, policy, and applicable procedures? **Yes**

If “No,” briefly explain below why this has not been accomplished: [Click or tap here to enter text.](#)

- 5 Does the Contract Manager have a plan to collect and assess contractor and project performance information on a regular basis (e.g., establish meetings with Project Managers, communication techniques)? **Yes**

If “No,” briefly explain below why this has not been accomplished: [Click or tap here to enter text.](#)

4.9 Organizational Readiness

- 1 Does the agency/state entity currently have a mature release management process with a repeatable and scalable testing methodology that supports all stages of testing (system, integration, security, performance, interfaces, regression, user acceptance, and accessibility)? [Yes](#)

If “No,” briefly describe below the release management process that will be used to manage, plan, schedule, and control a software build through the different phases and environments, including testing and deploying software releases: [Click or tap here to enter text.](#)

- 2 Does the project team have a clear understanding of the lines of business that will be impacted by the project? [Yes](#)

If “No,” briefly explain below how the agency/state entity plans to educate the project team to ensure all members have a clear understanding of the goals that the project intends to achieve: [Click or tap here to enter text.](#)

- 3 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? [Yes](#)

If “No,” briefly describe below how the agency/state entity will perform OCM activities for this proposal: [Click or tap here to enter text.](#)

- 4 Does the agency/state entity have dedicated resources assigned to business process improvement or business process reengineering activities? [Yes](#)

If “Yes,” specify the areas of business process improvement needed below: Traffic Census workload will be moved from HQ Traffic Operations to the 12 District offices. Manual handoffs and notifications will be automated through workflows and workloads.

If “No,” briefly explain below how the agency/state entity will perform business process improvement or business process reengineering activities for this proposal: [Click or tap here to enter text.](#)

4.9.1 Project Organization Chart

Attach Project Organization Charts 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: [Other](#)

If “Other,” specify the methodology and provide a brief description below: Primarily Waterfall through design, hybrid agile iterative/incremental approach for the development of module and implementation.

Describe below the agency/state entity’s past project experience using the system development methodology identified. If this methodology has never been used before, describe the training and staff development that will be provided to prepare staff to leverage this methodology. The IT Project Manager has extensive experience in hybrid agile iterative/incremental software development and deployment. This methodology was used on his last 2 projects, the most recent was California Air Resources Board (CARB)/ Integrated Multi-Pollutant Emissions Inventory (IMPEI) \$9.1M project. In addition, part of the SI contract/agreement includes high level Agile training for the rest of the State project team/staff who are not as familiar with this methodology. Training will include general process and methodology, as well as for specific roles (i.e. Product Owner, Scrum Master).

2. Has the agency/state entity received approval of the Evaluation and Selection Report? [Yes](#)
3. Has the agency/state entity engaged the Office of Technology Services (OTech) for capacity planning and the development of the solution delivery timeline?

[Not applicable](#)

If “No,” and data center capacity planning and alignment services are needed and the agency/state entity has not engaged OTech, explain below: Caltrans uses CDT’s tenant managed services at Gold Camp. This project intends to use Caltrans owned and managed servers and storage.

4. Have resource commitments been obtained for all staff resources identified in Stage 3, Section 3.19 Staffing Allocation? [Yes](#)

If “No,” explain below why commitments have not been obtained and the plan to mitigate this risk: [Click or tap here to enter text.](#)

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? [Yes](#)

If “No,” explain below how sufficient resource levels will be maintained for all project activities: [Click or tap here to enter text.](#)

6. Have all identified project leads received formal project management training?

Yes

If “No,” explain how the agency/state entity will educate the project team leads on project management basics: [Click or tap here to enter text.](#)

7. If California Department of Technology oversight services are required, has a Service Request (SR) for oversight services been submitted?

Yes

If “Yes,” provide the SR number below; if “No,” provide a brief explanation:

CS0040561

8. Has the project begun procurement activities for Independent Verification and Validation (IV&V) services per the State Administrative Manual Section 4940.3?

Yes

If “Yes,” indicate the planned start date for IV&V services below:

3/17/2022

If “No” or “Not applicable,” provide a brief explanation below:

[Click or tap here to enter text.](#)

4.11 Requirements Baseline

1. Has the agency/state entity modified any mid-level or detailed solution requirements since obtaining approval of the Stage 3 Solution Development?

Yes

If “Yes”, enter the percentage of change in the space provided: 0.67% (7 out of 1046)

If “Yes”, describe the modification(s), impact(s) to the recommended alternative, and how the requirements align with the business objectives established in the Stage 1 Business Analysis: The changes made were only for clarification and do not impact the recommended alternative, nor do they impact how the requirements align with the business objectives established in the S1BA. Updates to the requirements did not impact the original project scope or intended purpose of the project.

2. Has the Requirements Traceability been updated to accurately reflect any modification(s)? [Yes](#)

4.11.1 Final Requirements Count

Total Functional Requirements: 751

Total Non-Functional Requirements: 261

Total Project/Transition Requirements: 27

Requirements Grand Total: 1039

4.12 Schedule

4.12.1 Schedule Summary

Date	Estimated Date	Final Baseline Date	Difference
Project Planning Start	7/1/2017	7/1/2017	0 months
Project Planning End	2/18/2021	3/18/2022	272 days
Project Execution Start	2/18/2021	4/7/2022	286 days
Project End	9/20/2023	12/9/2024	309 days

4.12.2 Reason(s) for Difference

Provide reasons for any date differences:

- Conducting the TSNR Pre-Solicitation and finalizing the TSNR RFP, additional 1 month
- Caltrans review of the S3SD Package, additional 2.5 months
- CalSTA and CDT review of the S3SD Package, additional 2.5 months
- RFP Release through Bids Due, additional 2.5 months
- Bid Review, Negotiations, and BAFO, additional 4.5 months
- CalSTA review of the S4PRA Package, additional 3 weeks

4.12.3 High Level Master Schedule and Key Milestones

Attach High-Level Master Schedule and Key Milestones to your email submission.

4.13 Cost Baseline

4.13.1 Cost Summary

Cost	Estimated Proposed Cost	Final Baseline Cost	Difference
Total Planning Cost (One-Time)	\$2,498,353	\$3,507,974	\$1,009,621
Total Project Cost (One-Time)	\$20,950,105	\$24,261,024	\$3,310,919
Total Future Operations IT Staff and OE&E Cost (Continuing)	\$2,555,643	\$4,674,272	\$2,118,629
Total	\$26,004,100	32,443,271	\$6,439,171
Annual Future Operations IT Costs (M&O)	\$2,555,643	\$3,116,743	\$561,100

4.13.2 Reason(s) for Difference

Provide reasons for any date differences:

Stage 2 took longer than anticipated due to more in-depth market analysis including a Request For Information (RFI) and multiple demonstrations took longer than anticipated. Stage 3 took longer than anticipated due to pre-solicitation and Stage Gate approval. Stage 4 vendor responses were initially non-compliant, and a compliance phase was added to bring into compliance. Stage 4 vendor negotiations encompassed four BAFO submissions. Stage 4 FAWs have been updated to reflect staff salaries based on 2021 rates and final BAFO cost.

Changes in cost: Classification rate, Benefits rate, CDT Costs, and Contract Costs.

4.13.3 Budget Change Proposal (BCP) Summary

Budget Request ID: 2660-269-BCP-2020-MR;

https://esd.dof.ca.gov/Documents/bcp/2021/FY2021_ORG2660_BCP4017.pdf

Budget Request Year (0000-00): 2020-21

Requested Amount: \$5,424,000

Status: [Supported](#)

Budget Request ID: 2660-224-BCP-2021-MR;

https://esd.dof.ca.gov/Documents/bcp/2122/FY2122_ORG2660_BCP4713.pdf

Budget Request Year (0000-00): 2021-22

Requested Amount: \$5,540,000

Status: [Supported](#)

Budget Request ID: 2660-XXX-BCP-2022-GB

Budget Request Year (0000-00): 2022-23

Requested Amount: \$6,858,000

Status: [Pending](#)

Budget Request ID: 2660-XXX-BCP-2023-XX

Budget Request Year (0000-00): 2023-24

Requested Amount:

Status: [Future](#)

4.13.4 Financial Analysis Worksheets (Baseline)

Attach FAWs to your email submission.

4.14 Project Management Planning

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: [Yes](#)

If “No,” provide the status; if “Not applicable,” provide an explanation. [Click or tap here to enter text.](#)

Contract Management Plan: [Yes](#)

If “No,” provide the status; if “Not applicable,” provide an explanation. [Click or tap here to enter text.](#)

Cost Management Plan: [Yes](#)

If “No,” provide the status; if “Not applicable,” provide an explanation. [Click or tap here to enter text.](#)

Implementation Management Plan: [Yes](#)

If “No,” provide the status; if “Not applicable,” provide an explanation. [Click or tap here to enter text.](#)

Requirements Management Plan: [Yes](#)

If “No,” provide the status; if “Not applicable,” provide an explanation. [Click or tap here to enter text.](#)

Deliverable Expectation Document: [Yes](#)

4.15 Risk Register

Attach Risk Register to your email submission.

Gate 4 Project Readiness and Approval Evaluation Scorecard

Use the Gate 4 Project Readiness and Approval Evaluation Scorecard ([SIMM Section 19-D](#)) as an internal tool to ensure a quality submission.

Stage 4 Project Readiness and Approval – Department of Technology Use Only

Original “New Submission” Date: [2/17/2022](#)

Form Received Date: [3/10/2022](#)

Form Accepted Date: [3/10/2022](#)

Form Status: [Completed](#)

Form Status Date: [3/30/2022](#)

Form Disposition: [Approved with conditions](#)

Form Disposition Date: [3/30/2022](#)