



Stage 3 Solution Development (Part B)

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



How to Attach File and Insert Section.p

(Embedded PDF instructions describe how to attach files and/or insert repeating sections.)

3.13 General Information

Agency or State Entity Name:

California Air Resources Board

Organization Code:

3900

Proposal Name:

Integrated Emission Inventory Database System

Department of Technology Project Number:3900-069

3.14 Part B Submittal Information

Contact Information:

Contact First Name:

Stephen

Contact Email:

steve.zelinka@arb.ca.gov

Contact Last Name:

Zelinka

Contact Phone Number:

(916) 445-2199

Part B Submission Date:

Date Picker

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:

Part B Project Approval Executive Transmittal

Attachment: (File Attachment)



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Condition(s) from Previous Stage(s):

Condition #

Condition Category

If "Other," specify:

Condition Sub-Category

If "Other," specify:

Condition

Assessment

If "Other," specify:

Agency/state Entity Response

Status

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

Evaluation Area

Maximum Possible Score

See attached Assessment Worksheets

Total Points Possible:



05

17AQP009_Assessme

Insert Evaluation Area

	Yes	No	N/A
3. Is the Bidder's Library complete and ready for vendor access?	<input type="checkbox"/>	<input type="checkbox"/>	X
4. Does the Agency/state entity anticipate that any confidential information will be posted in the Bidder's Library?	<input type="checkbox"/>	<input type="checkbox"/>	X



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- | | | | |
|--|-------------------------------------|-------------------------------------|--------------------------|
| 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:
Verbal (e.g., telephone with pre-defined script) | <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: (File Attachment) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

3.17 Protest Processes

1. Select the protest process being utilized for the primary solicitation:
- Alternative Protest Process (APP) – if selected, attach below: Traditional Protest Process
- Not Applicable (N/A) – if selected, specify below:
Attachment: (File Attachment)
- If the protest process is "N/A" for the solicitation, provide an explanation below:
This is a CMAS RFO which does not require a protest process

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? | | | |
| Project Management Plan
If "No," provide the status below; if "N/A," provide an explanation below:
Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Change Control Management Plan
If "No," provide the status below; if "N/A," provide an explanation below:
Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Configuration Management Plan
If "No," provide the status below; if "N/A," provide an explanation below:
Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



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Data Management Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below:			
Maintenance & Operations (M&O) Transition Management Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below: Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off.			
Procurement Management Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below: Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off.			
Quality Management Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below: Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off.			
Testing Master Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below: Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off.			
Security Management Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below: Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off.			
Business Continuity Management Plan (including Technology Recovery Plan)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below: Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off.			
Risk Management Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If "No," provide the status below; if "N/A," provide an explanation below: Project Management Process Planning documents are currently being developed and will be completed prior to Stage 4 sign off.			

3.19 Staffing Allocation

Project Team Role	Other	If "Other," specify: Project Sponsor
Quantity	1	
Level of Participation	5 %	
Classification (State Resources Only)	Other	If "Other," specify: Deputy Executive Officer
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: CARB Project Oversight
Quantity	1	
Level of Participation	5 %	
Classification (State Resources Only)	Other	If "Other," specify: Assistant Division Chief
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: Project Director/OCM/Business Lead
Quantity	1	



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Level of Participation	20 %	
Classification (State Resources Only)	Other	If "Other," specify: Air Resources Supervisor II
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: Business Lead
Quantity	1	
Level of Participation	10%	
Classification (State Resources Only)	Other	If "Other," specify: Air Resources Supervisor II
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	SME	If "Other," specify:
Quantity	2	
Level of Participation	30 %	
Classification (State Resources Only)	Other	If "Other," specify: Air Resources Supervisor I
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	SME	If "Other," specify:
Quantity	1	
Level of Participation	20 %	
Classification (State Resources Only)	Other	If "Other," specify: Air Resources Supervisor I
Source	New	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: SME/ CARB Project Manager
Quantity	1	
Level of Participation	100 %	
Classification (State Resources Only)		If "Other," specify: Staff Air Pollution Specialist
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	SME	If "Other," specify:
Quantity	1	
Level of Participation	10%	
Classification (State Resources Only)	Other	If "Other," specify: Staff Air Pollution Specialist
Source	New	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: SME/Data Migration/Tester



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Quantity	1	
Level of Participation	80%	
Classification (State Resources Only)	Other	If "Other," specify: Air Resources Engineer
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: SME/Data Migration/Tester
Quantity	2	
Level of Participation	90 %	
Classification (State Resources Only)	Other	If "Other," specify: Air Pollution Specialist
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Project Manager	If "Other," specify:
Quantity	1	
Level of Participation	50%	
Classification (State Resources Only)	Senior Information Systems Analyst (Specialist)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Business Analyst	If "Other," specify:
Quantity	1	
Level of Participation	20%	
Classification (State Resources Only)	Senior Information Systems Analyst (Specialist)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: Technical SME/ Tester/ Data Migration
Quantity	1	
Level of Participation	10%	
Classification (State Resources Only)	Systems Software Specialist III (Technical)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: Technical SME/ Tester/ Data Migration
Quantity	1	
Level of Participation	100 %	
Classification (State Resources Only)	Staff Programmer Analyst (Specialist)	If "Other," specify:
Source	New	



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Tenure/Time Base	Permanent	
Project Team Role	Information Security Officer	If "Other," specify:
Quantity	1	
Level of Participation	2%	
Classification (State Resources Only)	Systems Software Specialist III (Technical)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: IT Contract Analyst
Quantity	1	
Level of Participation	20%	
Classification (State Resources Only)	Senior Information Systems Analyst (Specialist)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: IT Procurement Analyst
Quantity	1	
Level of Participation	10 %	
Classification (State Resources Only)	Senior Information Systems Analyst (Specialist)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: ASD Contract Analyst
Quantity	1	
Level of Participation	10%	
Classification (State Resources Only)	Staff Services Analyst (General)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: ASD Procurement Analyst
Quantity	1	
Level of Participation	3 %	
Classification (State Resources Only)	Staff Services Analyst (General)	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Contract Manager	If "Other," specify:
Quantity	1	



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Level of Participation	2 %	
Classification (State Resources Only)	Data Processing Manager IV	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: IT Project Oversight
Quantity	1	
Level of Participation	20 %	
Classification (State Resources Only)	Data Processing Manager IV	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Project Manager	If "Other," specify:
Quantity	1	
Level of Participation	30%	
Classification (State Resources Only)		If "Other," specify: Project Management Vendor
Source		
Tenure/Time Base		
Project Team Role	Other	If "Other," specify: Business Analysis
Quantity	1	
Level of Participation	15%	
Classification (State Resources Only)		If "Other," specify: Business Analysis Vendor
Source		
Tenure/Time Base		
Project Team Role	Enterprise Architect	If "Other," specify:
Quantity	1	
Level of Participation	15%	
Classification (State Resources Only)		If "Other," specify: System Architect Vendor
Source		
Tenure/Time Base		
Project Team Role	Application Developer	If "Other," specify:
Quantity	1	
Level of Participation	100%	
Classification (State Resources Only)		If "Other," specify: System Architect Vendor
Source		
Tenure/Time Base		



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Project Team Role	Other	If "Other," specify: Data Management
Quantity	1	
Level of Participation	20%	
Classification (State Resources Only)		If "Other," specify: Data Management Vendor
Source		
Tenure/Time Base		
Project Team Role		If "Other," specify: Data QAQC
Quantity	1	
Level of Participation	20%	
Classification (State Resources Only)		If "Other," specify: QAQC Vendor
Source		
Tenure/Time Base		
Project Team Role	Business Analyst	If "Other," specify:
Quantity	1	
Level of Participation	50%	
Classification (State Resources Only)		If "Other," specify: Business Analyst Vendor
Source		
Tenure/Time Base		
Project Team Role	Other	If "Other," specify: Independent Verification and Validation (IV&V)
Quantity	1	
Level of Participation	30%	
Classification (State Resources Only)		If "Other," specify: Independent Verification and Validation (IV&V) Vendor
Source		
Tenure/Time Base		

Insert Project Team Role

3.20 Final Solicitation Package Submission

Attachment: (File Attachment)



17AQP009 RFO
3.30.18_Clean Versio

Insert Attachment

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

Original "New Submission" Date	4/09/2018
Form Received Date	4/09/2018
Form Accepted Date	4/09/2018
Form Status	Completed



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Form Status Date

6/06/2018

Form Disposition

Approved

If "Other," specify:

Form Disposition Date

6/06/2018