# Stage 2 Preliminary Assessment

## 2.1 General Information

**Agency or State Entity Name:**
California Governor’s Office of Emergency Services

**Organization Code:**
0690

**Proposal Name:**
Next-Gen SCOUT

**Department of Technology Project Number:**
0690-036

## 2.2 Preliminary Submittal Information

**Contact Information:**

<table>
<thead>
<tr>
<th>Contact First Name</th>
<th>Contact Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beth</td>
<td>Cousins</td>
</tr>
</tbody>
</table>

**Contact Email:**
beth.cousins@CalOES.ca.gov

**Contact Phone:**
(916) 845-8508

**Preliminary Submission Date:**
2/9/2021

**Preliminary Assessment Transmittal:**
Include transmittal as an attachment to your email submission.

## 2.3 Stage 2 Preliminary Assessment

### 2.3.1 Impact Assessment

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Has the Agency/state entity identified and committed subject matter experts from all business sponsors and key stakeholders?</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>2. Are all current baseline systems that will be impacted by this proposal documented and current (e.g., data classification and data exchange agreements, privacy impact assessments, design documents, data flow diagram, data dictionary, application code, architecture descriptions)?</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>3. Does the Agency/state entity anticipate needing support from the California Department of Technology (CDT) Statewide Technology Procurement (STP) to conduct market research for this proposal (Market Survey, Request for Information)?</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>4. Does the Agency/state entity anticipate submitting a budget request to support the procurement activities of this proposal?</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>5. Could this proposal involve the development and/or purchase of systems to support activities included in Financial Information System for California (FI$Cal) (e.g., financial accounting, asset management, human resources, procurement/ordering, inventory management, facilities management)?</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>6. Does the Agency/state entity have a designated Chief Architect or Enterprise Architect to lead the development of baseline and alternative solutions architecture descriptions?</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>7. Will the Agency/state entity’s Information Security Officer be involved in the development and review of any security related requirements?</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>8. Does the Agency/state entity anticipate performing a business-based procurement to have vendors propose a solution?</td>
<td>☒</td>
<td>☐</td>
</tr>
</tbody>
</table>

### 2.3.2 Business Complexity Assessment

**Business Complexity:**
1.3

**Business Complexity Zone:**
☑ Low

---

Page 1
### 2.4 Submittal Information

<table>
<thead>
<tr>
<th>Contact Information:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
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<td>Beth</td>
</tr>
<tr>
<td>Contact Last Name:</td>
<td>Cousins</td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:beth.cousins@CalOES.ca.gov">beth.cousins@CalOES.ca.gov</a></td>
</tr>
<tr>
<td>Contact Phone:</td>
<td>(916) 845-8508</td>
</tr>
</tbody>
</table>

| Submission Date:     | 2/9/2021         |
| Project Approval Executive Transmittal: | NEXT-GEN_Scout_Pal Stages 2 3 4 Signed Exec Transmittal |

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<td>☐ Updated Submission (Post-Approval)</td>
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<tr>
<td>☐ Updated Submission (Pre-Approval)</td>
<td>☐ Withdraw Submission</td>
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Reason: Select...

If “Other,” specify:
# Stage 2 Alternatives Analysis

California Department of Technology, SIMM 19B (Rev. 2.1), Revision 5/21/2018

## Sections Updated (For Updated Submissions Only) – (check all that apply)

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<td>2.3 Stage 2 Preliminary Assessment</td>
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<td>2.4 Submittal Information</td>
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<td>2.5 Baseline Processes and Systems</td>
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<td>2.5.2 Business Process Workflow</td>
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<tr>
<td>2.5.3 Current Architecture Information</td>
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<tr>
<td>2.5.4 Current Architecture Diagram</td>
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<td>2.5.5 Security Categorization Impact Table</td>
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<td>2.6 Mid-Level Solution Requirements</td>
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<tr>
<td>2.7 Assumptions and Constraints</td>
<td>☐</td>
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<td>2.8 Dependencies</td>
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<td>2.9 Market Research</td>
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<td>2.10.4 Benefit Analysis</td>
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<td>2.10.5 Assumptions and Constraints</td>
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<td>2.11.3 Procurement and Staffing Strategy</td>
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<td>2.12.5 Data Conversion/Migration</td>
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<td>2.12.6 Training and Organizational Change Management</td>
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<td>2.12.9 Organization Charts</td>
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## Summary of Changes:

Not Applicable for New Submission

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### Agency/state Entity

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<td>Select...</td>
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</table>

Select + to add conditions.
## 2.5 Baseline Processes and Systems

### 2.5.1 Description

**BACKGROUND**

Currently, the State of California uses SCOUT, a situational awareness and collaboration tool to provide an information sharing environment for small to extreme scale homeland security and emergency management incidents. SCOUT facilitates operational and tactical collaboration, training, and technical management for and among partner agencies. It further promotes interagency situational awareness for local, tribal, state, and federal partners.

SCOUT originated as a research and development project out of the Department of Homeland Security's Science and Technology Directorate and was developed by the Massachusetts Institute of Technology Lincoln Laboratory. The original program was called the Next Generation Incident Command System.

**CURRENT ENVIRONMENT**

SCOUT recently required an emergency contract with an IT firm to fix a variety of issues resulting from a lack of maintenance and upgrades to the open-source base code. The problems resulted in the program going down during critical incidents resulting in several agencies abandoning SCOUT as their situational awareness tool. The emergency contract was able to stabilize SCOUT but did not provide the necessary upgrades needed for the complex emergency management environment faced by California first responders.

Current Business and Technical Problems:
1. Cannot handle multiple, concurrent incidents
2. Lack of predictive analytics for fire and other hazards
3. Does not support an all-hazard environment
4. Lack of support for field workers with limited or no internet access

### 2.5.2 Business Process Workflow

When an incident(s) of an all hazard emergency occurs for a single, multiple separate incidents and or locations, the current SCOUT tool allows users to create an incident(s). SCOUT users are able to share a single identical display of relevant information shared by more than one command(s). A common operational picture facilitates collaborative planning and assists all echelons to achieve situational awareness updates. This is done by using rooms within the SCOUT tool to command, communicate, and collaborate response within a specific room or independently or to the overall incident. The tool also facilitates the creation of status reports. The SCOUT tool can ingest multiple different data sources like census and weather to help facilitate decision making for example evacuations.

### 2.5.3 Current Architecture Information

The architecture is described below, and a diagram is provided in Section 2.5.4

<table>
<thead>
<tr>
<th>Business Function/Process(es)</th>
<th>Scout/ Common Operating Picture</th>
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<tbody>
<tr>
<td>Select + to add a business process with the same application, system, or component; COTS, MOTS or custom solution; runtime environment; system interfaces, data center location; and, security.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Application, System or Component</th>
<th>Scout</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select + to add an application, system, or component.</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>COTS, MOTS or Custom</th>
<th>Modified off-the-shelf (MOTS)</th>
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<table>
<thead>
<tr>
<th>Name/Primary Technology:</th>
<th>Scout – AWS – Postgres SQL</th>
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</table>

<table>
<thead>
<tr>
<th>Runtime Environment</th>
<th>Cloud Computing Used?</th>
<th>Yes</th>
<th>No</th>
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<td></td>
<td>If “Yes,” specify:</td>
<td>Infrastructure as a Service (IaaS)</td>
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<table>
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<tr>
<th>Server/Device Function</th>
<th>Hardware</th>
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<tbody>
<tr>
<td>Amazon Web Services (AWS)</td>
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<table>
<thead>
<tr>
<th>Operating System</th>
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### Stage 2 Alternatives Analysis

<table>
<thead>
<tr>
<th>System Software</th>
<th>Apache Tomcat</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Interfaces</td>
<td>ESRI, Census, Weather</td>
</tr>
<tr>
<td>Data Center Location</td>
<td>Commercial data center</td>
</tr>
<tr>
<td>Security Access</td>
<td>☐ Public ☒ Internal State Staff ☒ External State Staff ☐ Other, specify: Local First Response Agencies, Utility Companies</td>
</tr>
<tr>
<td>Type of Information (check all that apply)</td>
<td>☐ Personal ☐ Health ☐ Tax ☐ Financial ☐ Legal ☐ Confidential ☒ Other, specify:</td>
</tr>
<tr>
<td>Protective Measures (check all that apply)</td>
<td>☒ Technical Security ☒ Identity Authorization and Authentication ☒ Physical Security ☒ Backup and Recovery ☐ Other, specify:</td>
</tr>
<tr>
<td>Data Management</td>
<td>Data Owner Name: Brian Marshall</td>
</tr>
<tr>
<td></td>
<td>Title: Chief, Fire and Rescue</td>
</tr>
<tr>
<td>Data Custodian</td>
<td>Name: Paul Salinas</td>
</tr>
<tr>
<td></td>
<td>Title: Emergency Management Coordinator</td>
</tr>
<tr>
<td></td>
<td>Business Program: Scout</td>
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</tbody>
</table>

Select + to add business functions/processes.

#### 2.5.4 Current Architecture Diagram
Refer to attached document: B.2.5.4 - SCOUT2.0 Physical Architecture.pdf

#### 2.5.5 Security Categorization Impact Table
Refer to attached document: 2.5.5 – Security Categorization Impact Table.docx

<table>
<thead>
<tr>
<th>SECURITY OBJECTIVE</th>
<th>LOW</th>
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<tr>
<td>Confidentiality</td>
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<td>☒</td>
<td>☐</td>
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<tr>
<td>Integrity</td>
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<td>Availability</td>
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#### 2.6 Mid-Level Solution Requirements
Refer to attached document: B.2.6 - Next-Gen SCOUT Requirements - v1.2.xlsx
2.7 Assumptions and Constraints

<table>
<thead>
<tr>
<th>Assumptions/Constraints</th>
<th>Description/Potential Impact</th>
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<tbody>
<tr>
<td><strong>Assumptions</strong></td>
<td></td>
</tr>
<tr>
<td>Solution Cost / Funding</td>
<td>Solution cost (software implementation and vendor costs) will come in under $5 million and funding will be available to complete the project.</td>
</tr>
<tr>
<td>SME Availability</td>
<td>SME resources will be identified and made available to support project activities.</td>
</tr>
<tr>
<td>Procurement Schedule</td>
<td>Procurement schedule will be met so that project can start in February 2021 and project will meet target dates.</td>
</tr>
<tr>
<td>SaaS Solution</td>
<td>The solution will be a SaaS solution and will not require technical infrastructure to be built or maintained by Cal OES.</td>
</tr>
<tr>
<td>Minimal Customization</td>
<td>The SaaS solution will include the majority of the required functionality out-of-the-box or be able to be configured to provide the functionality. Customization of code will be kept to a minimum to reduce the complexity, increase the speed of the implementation, and increase the long-term maintainability of the system.</td>
</tr>
<tr>
<td>COP Data Interfaces</td>
<td>The solution will be able to accept a diverse set of data and analytics from a variety of organizations.</td>
</tr>
<tr>
<td><strong>Constraints</strong></td>
<td></td>
</tr>
<tr>
<td>Fire Season</td>
<td>Fire Season starts on July 1st, 2021. Goal is to have Phase 1 implemented on or before this date.</td>
</tr>
<tr>
<td>Procurement Schedule</td>
<td>If the procurement schedule slips for any reason then the project may incur slippage of achieving the July 1, 2021 target. Given the tight schedule, the project may incur day-for-day slippage.</td>
</tr>
<tr>
<td>Solution Type</td>
<td>A cloud-based solution is desired.</td>
</tr>
<tr>
<td>Solution Integration</td>
<td>Solution must work with Multi-Factor Authentication (MFA) / Multiple SSO implementations.</td>
</tr>
<tr>
<td>Security</td>
<td>State and Federal Information Security &amp; Privacy Compliance Requirements guidelines, including:</td>
</tr>
<tr>
<td></td>
<td>- Minimum Security Requirements (NIST 800-53 Rev.4)</td>
</tr>
<tr>
<td></td>
<td>- FedRAMP controls are based on NIST SP 800-53 <a href="https://marketplace.fedramp.gov/#!/products?sort=productName">link</a></td>
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<tr>
<td></td>
<td>- SP 800-163 Rev. 1 (Vetting the Security of Mobile Applications)</td>
</tr>
<tr>
<td></td>
<td>- California Privacy Policy and Privacy notice on collection requirements, (Government Code Section 11015.5 and 11019.9, and Civil Code Section 1798.17, when personal information is involved.</td>
</tr>
<tr>
<td>Accessibility</td>
<td>Accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Sec. 794d), and regulations implementing that act as set forth in Part 1194 of Title 36 of the Code of Federal Regulations.</td>
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<tr>
<td>SME Availability</td>
<td>Emergency service demands may impact SME / staff resource availability especially during incidents.</td>
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2.8 Dependencies

<table>
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<tr>
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<th>Description</th>
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<tbody>
<tr>
<td>Project Resource SMEs</td>
<td>The project will be depended upon input and support from the project SMEs to represent the business needs and interests.</td>
</tr>
<tr>
<td>Timely Decisions</td>
<td>Timely decision making from project leadership is critical to meet the project schedule.</td>
</tr>
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</table>

2.9 Market Research

2.9.1 Market Research Methodologies/Timeframes

Methodologies Used to Perform Market Research (check all that apply):
# Stage 2 Alternatives Analysis

| ☒ | Request for Information (RFI) |
| ☒ | Internet Research |
| ☒ | Vendor Forums/Presentation |
| ☐ | Collaboration with other Agencies/state entities or governmental entities |
| ☐ | Trade shows |
| ☒ | Published Literature |
| ☒ | Leveraged Agreements |
| ☐ | Other, specify: |

| **Time spent conducting market research:** | 3 months |
| **Date market research was started:** | 11/2/2020 |
| **Date all market research was completed:** | 1/29/2021 |

## 2.9.2 Results of Market Research

Refer to Attachment: B.2.9.2 Next-Gen SCOUT Market Research v2.1.docx

## 2.10 Alternative Solutions

### 2.10.1 Solution Type

- ☒ Recommended

### 2.10.2 Name

SaaS Vendor Hosted Solution

### 2.10.3 Description

This solution is for Cal OES to procure and implement a SaaS solution to meet the objectives and requirements identified for Next-Gen SCOUT. The software will be implemented as a vendor hosted solution. The goal is to select the best fit product and configure existing software features wherever possible to minimize software customization and increase long-term maintainability.

**Approach** (Check all that apply):

- ☐ Increase staff – new or existing capabilities
- ☒ Modify the existing business process or create a new business process
- ☐ Reduce the services or level of services provided
- ☒ Utilize new or increased contracted services
- ☐ Enhance the existing IT system
- ☒ Create a new IT system
- ☐ Perform a business-based procurement to have vendors propose a solution
- ☒ Other, specify: Perform a challenge-based procurement to have vendors provide a solution

### 2.10.4 Benefit Analysis

**Benefits/Advantages**
A web-based Next-Gen SCOUT solution will provide a terrain-oriented single, shared view of current operational information and predictive analytics for both situational awareness and decision-making. The solution will provide a Common Operating Picture (COP) which allows for the contribution of data and analytics from and sharing of information with various public and private organizations. Next-Gen SCOUT will integrate state-wide data such as events, incidents, location, resources, assets, and infrastructure. It will provide the ability for real-time data from the field, such as road closures, resource location or video feeds, to update Next-Gen SCOUT. Predictive fire and other hazards analytics will be integrated, and a temporal slider will be provided allowing command staff to view potential impacts of predicted weather and air quality patterns for pre-positioning of resources or evacuations.

Next-Gen SCOUT will be web-based and will utilize the Esri platform. Existing and new data, models, and analytics will be integrated from the current Predictive Service Centers, fire and emergency operations centers, academic institutions, private companies, and other sources.

As a web-based tool, Next-Gen SCOUT will be made available to participating organizations and to local government and other agencies.

The Next-Gen SCOUT will address the following limitations with the existing SCOUT system: The business programs lack real-time data from the field, such as road closures, resource location or video feeds. There are no predictive fire and other hazards analytics and the system is limited to one incident at a time without integration with other incidents. This causes manual processes to view multiple incidents. There is no temporal slider which would allow command staff to view potential impacts of predicted weather and air quality patterns for pre-positioning of resources or evacuations.

1. Leverage a commercially available, proven, and fully supported application.
2. Solution contains all key functionality.
3. Fully scalable and reliable solution with support for areas with limited or no internet access.
4. Solution that is capable of handling multiple, concurrent incidents.
5. Solution that can leverage predictive analytics for fire and other hazards and can support an all-hazard environment.

Select + to add benefits/advantages.

Disadvantages
1. Cal OES may be confined by the functionality that the selected COTS solution provides.
2. There may not be a 100% perfect fit to current processes and requirements. Cal OES may need to modify some processes in order to fit to the solution.
3. Customization of the COTS software should be minimized as customization can lead to maintenance challenges down the line.

Select + to add disadvantages.

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Select + to add objectives.

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<th>4 Years</th>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Anticipated Time to Achieve Financial Benefits After Project Go-Live – Not Applicable
Stage 2 Alternatives Analysis

2.10.5 Assumptions and Constraints
Assumption: Limited functionality of MVP may be implemented by July 1, 2021 with additional functionality implemented by January 2022.
Select + to add assumptions/constraints

2.10.6 Implementation Approach
Identify the type of existing IT system enhancement or new system proposed (check all that apply):
- [ ] Enhance the current system
- [ ] Develop a new custom solution
- [ ] Purchase a Commercial off-the-Shelf (COTS) system
- [ ] Purchase or obtain a system from another government agency (Transfer)
- [ ] Subscribe to a Software as a Service (SaaS) system
- [ ] Other, specify:

Identify cloud services to be leveraged (check all that apply):
- [ ] Software as a Service (SaaS) provided by OTech
- [ ] Software as a Service (SaaS) provided by commercial vendor
- [ ] Platform as a Service (PaaS) provided by OTech
- [ ] Platform as a Service (PaaS) provided by commercial vendor
- [ ] Infrastructure as a Service (IaaS) provided by OTech
- [ ] Infrastructure as a Service (IaaS) provided by commercial vendor
- [ ] No cloud services will be leveraged by this alternative. Provide a description of why cloud services are not being leveraged:

Identify who will modify the existing system or create the new system (check all that apply):
- [ ] Agency/state entity IT staff
- [ ] A vendor will be contracted
- [ ] Inter-agency agreement will be established with another governmental agency. Specify Agency name(s):
- [ ] Other, specify:

Identify the implementation strategy:
- [ ] All requirements will be addressed in this proposed project in a single implementation.
- [ ] Requirements will be addressed in incremental implementations in this proposed project.
- [ ] Some requirements will be addressed in this proposed project. The remaining requirements will be addressed at a later date.
  Specify the year when the remaining requirements will be addressed:

Identify if the technology for the proposed project will be mission critical and public facing:
- [ ] The technology implemented for this proposed project will be considered mission critical and public facing.

2.10.7 Architecture Information
<table>
<thead>
<tr>
<th>Business Function/Process(es)</th>
<th>Next-Gen SCOUT - Common Operating Picture Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select + to add a business process with the same application, system, or component; COTS, MOTS, or custom solution; runtime environment; system interfaces, data center location; and, security.</td>
<td></td>
</tr>
<tr>
<td>Application, System or Component</td>
<td>COTS / SaaS Solution with Minimal Customization</td>
</tr>
<tr>
<td>Select + to add an application, system, or component.</td>
<td></td>
</tr>
<tr>
<td>COTS, MOTS or Custom</td>
<td>COTS</td>
</tr>
<tr>
<td>Name/Primary Technology:</td>
<td>TBD – This will become known thru procurement based on the selected vendor.</td>
</tr>
<tr>
<td>Runtime Environment</td>
<td>Cloud Computing Used?</td>
</tr>
<tr>
<td>Server/Device Function</td>
<td>TBD, based upon selected vendor.</td>
</tr>
<tr>
<td>Hardware</td>
<td>TBD, based upon selected vendor.</td>
</tr>
<tr>
<td>Operating System</td>
<td>TBD, based upon selected vendor.</td>
</tr>
<tr>
<td>System Software</td>
<td>TBD, based upon selected vendor.</td>
</tr>
<tr>
<td>Select + to add system software.</td>
<td></td>
</tr>
<tr>
<td>System Interfaces</td>
<td>See attached document: B.2.10.7 – Next-Gen SCOUT Data Feeds and Data Sources v010421.xlsx</td>
</tr>
<tr>
<td>Data Center Location</td>
<td>Other, specify</td>
</tr>
<tr>
<td>Access (check all that apply)</td>
<td>☐ Public ☒ Internal State Staff ☒ External State Staff</td>
</tr>
<tr>
<td>☒ Other, specify: Interfacing Public and Private Entities</td>
<td></td>
</tr>
<tr>
<td>Type of Information (check all that apply)</td>
<td>☐ Personal ☐ Health ☐ Tax ☐ Financial ☐ Legal</td>
</tr>
<tr>
<td>☒ Confidential ☒ Other, specify: Incident Information (LES)</td>
<td></td>
</tr>
<tr>
<td>Protective Measures (check all that apply)</td>
<td>☒ Technical Security ☒ Identity Authorization and Authentication</td>
</tr>
<tr>
<td>☒ Physical Security ☒ Backup and Recovery</td>
<td></td>
</tr>
<tr>
<td>☐ Other, specify:</td>
<td></td>
</tr>
<tr>
<td>Data Management</td>
<td>Data Owner</td>
</tr>
<tr>
<td>Title: Chief – Fire and Rescue</td>
<td></td>
</tr>
<tr>
<td>Business Program: Fire and Rescue</td>
<td></td>
</tr>
<tr>
<td>Data Custodian</td>
<td>Name: TBD – Selected Solution Vendor</td>
</tr>
<tr>
<td>Title:</td>
<td></td>
</tr>
<tr>
<td>Business Program:</td>
<td></td>
</tr>
</tbody>
</table>
Select + to add business functions/processes.

**2.10.1 Solution Type**
- ☒ Alternative

**2.10.2 Name**
Modify Existing SCOUT

**2.10.3 Description**
Modify and enhance the existing SCOUT system functionality to meet requirements and address deficiencies.

**Approach** (Check all that apply):
- ☒ Increase staff – new or existing capabilities
- ☒ Modify the existing business process or create a new business process
- ☐ Reduce the services or level of services provided
- ☒ Utilize new or increased contracted services
- ☒ Enhance the existing IT system
- ☐ Create a new IT system
- ☐ Perform a business-based procurement to have vendors propose a solution
- ☐ Other, specify:

**2.10.4 Benefit Analysis**

**Benefits/Advantages**
4. Leverage existing system infrastructure and functionality.
5. Reduced training.
6. Potentially lower project cost.
Select + to add benefits/advantages

**Disadvantages**
1. Baseline system is not commercial grade code. NICS is an open-source base code.
2. Deferred maintenance of existing system. Key functionality is missing.
3. Existing system infrastructure:
   - Problems with scalability and reliability.
   - Lack of support for field workers with limited or no internet access
4. Cannot handle multiple, concurrent incidents.
5. Lack of predictive analytics for fire and other hazards.
6. Does not support an all-hazard environment.
Select + to add disadvantages

**Anticipated Time to Achieve Objectives After Project Go-Live**

<table>
<thead>
<tr>
<th>Objective Number</th>
<th>Within 1 Year</th>
<th>2 Years</th>
<th>3 Years</th>
<th>4 Years</th>
<th>Over 4 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>☐</td>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>2.</td>
<td>☐</td>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>3.</td>
<td>☐</td>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>4.</td>
<td>☐</td>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>
Select + to add objectives

**Anticipated Time to Achieve Financial Benefits After Project Go-Live – Not Applicable**

<table>
<thead>
<tr>
<th>Financial Benefit</th>
<th>Within 1 Year</th>
<th>2 Years</th>
<th>3 Years</th>
<th>4 Years</th>
<th>Over 4 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increased Revenues</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Cost Savings</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>
### 2.10.5 Assumptions and Constraints

**Assumption:** Solutions to the problems with the current system can be addressed with the given code base and architecture.

**Constraint:** It is not likely that the current solution could be customized within the current budget and target timelines.

Select + to add assumptions/constraints

### 2.10.6 Implementation Approach

#### Identify the type of existing IT system enhancement or new system proposed (check all that apply):
- [x] Enhance the current system
- [ ] Develop a new custom solution
- [ ] Purchase a Commercial off-the-Shelf (COTS) system
- [ ] Purchase or obtain a system from another government agency (Transfer)
- [ ] Subscribe to a Software as a Service (SaaS) system
- [ ] Other, specify:

#### Identify cloud services to be leveraged (check all that apply):
- [ ] Software as a Service (SaaS) provided by OTech
- [ ] Software as a Service (SaaS) provided by commercial vendor
- [ ] Platform as a Service (PaaS) provided by OTech
- [ ] Platform as a Service (PaaS) provided by commercial vendor
- [ ] Infrastructure as a Service (IaaS) provided by OTech
- [ ] Infrastructure as a Service (IaaS) provided by commercial vendor
- [ ] No cloud services will be leveraged by this alternative. Provide a description of why cloud services are not being leveraged:

#### Identify who will modify the existing system or create the new system (check all that apply):
- [x] Agency/state entity IT staff
- [x] A vendor will be contracted
- [ ] Inter-agency agreement will be established with another governmental agency. Specify Agency name(s):
- [ ] Other, specify:

#### Identify the implementation strategy:
- [ ] All requirements will be addressed in this proposed project in a single implementation.
- [x] Requirements will be addressed in incremental implementations in this proposed project.
- [x] Some requirements will be addressed in this proposed project. The remaining requirements will be addressed at a later date.

Specify the year when the remaining requirements will be addressed: Estimated 2021/22

#### Identify if the technology for the proposed project will be mission critical and public facing:
- [ ] The technology implemented for this proposed project will be considered mission critical and public facing.

### 2.10.7 Architecture Information
## Stage 2 Alternatives Analysis

<table>
<thead>
<tr>
<th>Business Function/Process(es)</th>
<th>SCOUT Expended to include COP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select + to add a business process with the same application, system, or component; COTS, MOTS, or custom solution; runtime environment; system interfaces, data center location; and, security.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Application, System or Component</th>
<th>Existing SCOUT system plus additional customizations and interfaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>COTS, MOTS or Custom</td>
<td>Select + to add an application, system, or component.</td>
</tr>
<tr>
<td>Name/Primary Technology:</td>
<td>Custom application</td>
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</table>

<table>
<thead>
<tr>
<th>Runtime Environment</th>
<th>Cloud Computing Used?</th>
<th>Yes/No</th>
<th>If “Yes,” specify:</th>
<th>Select...</th>
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<tbody>
<tr>
<td>Server/Device Function</td>
<td>Potential additional components.</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Hardware</td>
<td>Potential additional components.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating System</td>
<td>Potential additional components.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>System Software</td>
<td>Software modifications will be required.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Select + to add system software</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>System Interfaces</th>
<th>See attached document: 2.10.7 – Next-Gen SCOUT Data Feeds and Data Sources v010421.xlsx</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Data Center Location</th>
<th>Other, specify: Agency/state data center operated by Agency/state entity</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Security</th>
<th>Access (check all that apply)</th>
<th>Yes/Internal State Staff/External State Staff/Other, specify: Interfacing Public and Private Entities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Information (check all that apply)</td>
<td>Personal/Health/Tax/Financial/Legal/Confidential/Other, specify: Incident Information (LES)</td>
<td></td>
</tr>
<tr>
<td>Protective Measures (check all that apply)</td>
<td>Technical Security/Identity Authorization and Authentication/Physical Security/Backup and Recovery/Other, specify:</td>
<td></td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Data Management</th>
<th>Data Owner</th>
<th>Name: Brian Marshall</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Title: Chief – Fire and Rescue</td>
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<tr>
<td></td>
<td>Business Program: Fire and Rescue</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Data Custodian</th>
<th>Name: QualApps (Contractor)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Title:</td>
</tr>
<tr>
<td></td>
<td>Business Program:</td>
</tr>
</tbody>
</table>
Select + to add business functions/processes

2.10.1 Solution Type
☐ Alternative

2.10.2 Name

2.10.3 Description

Approach (Check all that apply):
☐ Increase staff – new or existing capabilities
☐ Modify the existing business process or create a new business process
☐ Reduce the services or level of services provided
☐ Utilize new or increased contracted services
☐ Enhance the existing IT system
☐ Create a new IT system
☐ Perform a business-based procurement to have vendors propose a solution
☐ Other, specify:

2.10.4 Benefit Analysis
Benefits/Advantages

Select + to add benefits/advantages

Disadvantages

Select + to add disadvantages

Anticipated Time to Achieve Objectives After Project Go-Live

<table>
<thead>
<tr>
<th>Objective Number Enter No.</th>
<th>Within 1 Year</th>
<th>2 Years</th>
<th>3 Years</th>
<th>4 Years</th>
<th>Over 4 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Select + to add objectives

Anticipated Time to Achieve Financial Benefits After Project Go-Live

<table>
<thead>
<tr>
<th>Financial Benefit</th>
<th>Within 1 Year</th>
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<th>4 Years</th>
<th>Over 4 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increased Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost Savings</td>
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<td>Cost Avoidance</td>
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<td></td>
</tr>
<tr>
<td>Cost Recovery</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2.10.5 Assumptions and Constraints

Select + to add assumptions/constraints

2.10.6 Implementation Approach

Identify the type of existing IT system enhancement or new system proposed (check all that apply):
☐ Enhance the current system
☐ Develop a new custom solution
☐ Purchase a Commercial off-the-Shelf (COTS) system
### Stage 2 Alternatives Analysis

| ☐ | Purchase or obtain a system from another government agency (Transfer) |
| ☐ | Subscribe to a Software as a Service (SaaS) system |
| ☐ | Other, specify: |

**Identify cloud services to be leveraged** (check all that apply):

- ☐ Software as a Service (SaaS) provided by OTech
- ☐ Software as a Service (SaaS) provided by commercial vendor
- ☐ Platform as a Service (PaaS) provided by OTech
- ☐ Platform as a Service (PaaS) provided by commercial vendor
- ☐ Infrastructure as a Service (IaaS) provided by OTech
- ☐ Infrastructure as a Service (IaaS) provided by commercial vendor
- ☐ No cloud services will be leveraged by this alternative. Provide a description of why cloud services are not being leveraged:

**Identify who will modify the existing system or create the new system** (check all that apply):

- ☐ Agency/state entity IT staff
- ☐ A vendor will be contracted
- ☐ Inter-agency agreement will be established with another governmental agency. Specify Agency name(s):
- ☐ Other, specify:

**Identify the implementation strategy:**

- ☐ All requirements will be addressed in this proposed project in a single implementation.
- ☐ Requirements will be addressed in incremental implementations in this proposed project.
- ☐ Some requirements will be addressed in this proposed project. The remaining requirements will be addressed at a later date.

Specify the year when the remaining requirements will be addressed:

**Identify if the technology for the proposed project will be mission critical and public facing:**

- ☐ The technology implemented for this proposed project will be considered mission critical and public facing.

### 2.10.7 Architecture Information
## Stage 2 Alternatives Analysis

### California Department of Technology, SIMM 19B (Rev. 2.1), Revision 5/21/2018

<table>
<thead>
<tr>
<th>Business Function/Process(es)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Select + to add a business process with the same application, system, or component; COTS, MOTS, or custom solution; runtime environment; system interfaces, data center location; and, security.</td>
<td></td>
</tr>
</tbody>
</table>

### Application, System or Component

<table>
<thead>
<tr>
<th>COTS, MOTS or Custom</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Select + to add an application, system, or component.</td>
<td></td>
</tr>
</tbody>
</table>

#### Name/Primary Technology:

- [ ] Yes
- [ ] No
- If “Yes,” specify: Select...

### Runtime Environment

<table>
<thead>
<tr>
<th>Cloud Computing Used?</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Yes</td>
</tr>
<tr>
<td>[ ] No</td>
</tr>
<tr>
<td>If “Yes,” specify: Select...</td>
</tr>
</tbody>
</table>

#### Server/Device Function

- [ ] Hardware

#### Operating System

#### System Software

Select + to add system software

### System Interfaces

<table>
<thead>
<tr>
<th>Data Center Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select...</td>
</tr>
</tbody>
</table>

Other, specify

### Security

#### Access (check all that apply)

- [ ] Public
- [ ] Internal State Staff
- [ ] External State Staff

- [ ] Other, specify:

#### Type of Information (check all that apply)

- [ ] Personal
- [ ] Health
- [ ] Tax
- [ ] Financial
- [ ] Legal
- [ ] Confidential
- [ ] Other, specify:

#### Protective Measures (check all that apply)

- [ ] Technical Security
- [ ] Identity Authorization and Authentication
- [ ] Physical Security
- [ ] Backup and Recovery
- [ ] Other, specify:

### Data Management

#### Data Owner

- Name:

- Title:

- Business Program:

### Data Custodian

- Name:

- Title:

- Business Program:
Stage 2 Alternatives Analysis

Select + to add business functions/processes.

### 2.11 Recommended Solution

#### 2.11.1 Rationale for Selection

See attached document: B.2.11.1 - Rationale for Selection – Next-Gen SCOUT

#### 2.11.2 Technical/Initial CA-PMM Complexity Assessment

See attached document: B.2.11.2 - Next-Gen SCOUT Complexity Assessment v1.0.xls

<table>
<thead>
<tr>
<th>Complexity</th>
<th>Complexity Zone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Complexity Score: 1.3</td>
<td>☒ Zone I Low Criticality/Risk</td>
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<td></td>
<td>☐ Zone II/III Medium Criticality/Risk</td>
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<tr>
<td></td>
<td>☐ Zone IV High Criticality/Risk</td>
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</tbody>
</table>

#### 2.11.3 Procurement and Staffing Strategy

**Activity**

**Procurement Development**

<table>
<thead>
<tr>
<th>Responsible (check all that apply)</th>
<th>When Needed (check all that apply)</th>
<th>Cost Estimate Verification (check all that apply)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Agency/state entity staff</td>
<td>☒ Stage 3 Solution Development</td>
<td>☒ Market research conducted (MR)</td>
</tr>
<tr>
<td>☒ STP staff</td>
<td>☒ Stage 4 Project Readiness and Approval</td>
<td>☐ Cost estimate provided (CE)</td>
</tr>
<tr>
<td>☒ CDT Project Approvals and Oversight staff</td>
<td>☐ After project is approved (after Stage 4 Project Readiness and Approval)</td>
<td>☐ CDT CE</td>
</tr>
<tr>
<td>☐ CA-PMO staff</td>
<td></td>
<td>☐ DGS CE</td>
</tr>
<tr>
<td>☐ DGS staff</td>
<td></td>
<td>☒ Request for Information (RFI) conducted</td>
</tr>
<tr>
<td>☐ Contractor</td>
<td></td>
<td>☐ Comparable vendor services have been used on previous contracts (CV)</td>
</tr>
<tr>
<td>☐ Other, specify:</td>
<td></td>
<td>☐ Leveraged Procurement Agreement (LPA)</td>
</tr>
</tbody>
</table>

**Complete Only if Contractor Responsible for Activity**

**Procurement Vehicle** Other

**Contract Type** Challenge Based Procurement

**Other** TBD through procurement

**Project Management**

<table>
<thead>
<tr>
<th>Responsible (check all that apply)</th>
<th>When Needed (check all that apply)</th>
<th>Cost Estimate Verification (check all that apply)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Agency/state entity staff</td>
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<td>☐ Cost estimate provided (CE)</td>
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<td>☒ After project is approved (after Stage 4 Project Readiness and Approval)</td>
<td>☒ CDT CE</td>
</tr>
<tr>
<td>☐ CA-PMO staff</td>
<td></td>
<td>☐ DGS CE</td>
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<tr>
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<tr>
<td>☒ Contractor</td>
<td></td>
<td>☐ Comparable vendor services have been used on previous contracts (CV)</td>
</tr>
<tr>
<td>☐ Other, specify:</td>
<td></td>
<td>☒ Leveraged Procurement Agreement (LPA)</td>
</tr>
</tbody>
</table>

**Complete Only if Contractor Responsible for Activity**
## Stage 2 Alternatives Analysis

### Procurement Vehicle

<table>
<thead>
<tr>
<th>Request for Offer/Information Technology Consulting Services (ITMSA)</th>
<th>Contract Type</th>
<th>Time and Materials (T&amp;M)</th>
</tr>
</thead>
<tbody>
<tr>
<td>If “Other,” specify:</td>
<td>If “Other,” specify:</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>

### Project Oversight

#### Responsible

(check all that apply)

- Agency/state entity staff
- STP staff
- CDT Project Approvals and Oversight staff
- CA-PMO staff
- DGS staff
- Contractor
- Other, specify:

#### When Needed

(check all that apply)

- Stage 3 Solution Development
- Stage 4 Project Readiness and Approval
- After project is approved (after Stage 4 Project Readiness and Approval)
- Market research conducted (MR)
- Cost estimate provided (CE)
- CDT CE
- DGS CE
- Request for Information (RFI) conducted
- Comparable vendor services have been used on previous contracts (CV)
- Leveraged Procurement Agreement (LPA)

### Complete Only if Contractor Responsible for Activity

#### Procurement Vehicle

<table>
<thead>
<tr>
<th>None</th>
<th>Contract Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>If “Other,” specify:</td>
<td>If “Other,” specify:</td>
</tr>
<tr>
<td>Click here to enter text.</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>

### Solution Implementation

#### Responsible

(check all that apply)

- Agency/state entity staff
- STP staff
- CDT Project Approvals and Oversight staff
- CA-PMO staff
- DGS staff
- Contractor
- Other, specify:

#### When Needed

(check all that apply)

- Stage 3 Solution Development
- Stage 4 Project Readiness and Approval
- After project is approved (after Stage 4 Project Readiness and Approval)
- Market research conducted (MR)
- Cost estimate provided (CE)
- CDT CE
- DGS CE
- Request for Information (RFI) conducted
- Comparable vendor services have been used on previous contracts (CV)
- Leveraged Procurement Agreement (LPA)

### Complete Only if Contractor Responsible for Activity

#### Procurement Vehicle

<table>
<thead>
<tr>
<th>Other</th>
<th>Contract Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>TBD – Challenge Based Procurement</td>
<td>TBD – Challenge Based Procurement</td>
</tr>
</tbody>
</table>

Select + to add activities.

### Will any of the activities identified above result in a competitive or non-competitive solicitation that will be over the Agency/state entity’s DGS delegated purchasing authority?

- Yes
- No

### 2.11.4 Enterprise Architecture Alignment

#### Information Technology Capability Table
## Stage 2 Alternatives Analysis

<table>
<thead>
<tr>
<th>Information Technology Capability</th>
<th>Existing Enterprise Capability to be Leveraged</th>
<th>New Enterprise Capability Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public or Internal Portal/Website</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Public or Internal Mobile Application</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Enterprise Service Bus</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Identity and Access Management</td>
<td>☒</td>
<td>☒</td>
</tr>
<tr>
<td>Enterprise Content Management (including document scanning and eForms capabilities)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Business Intelligence and Data Warehousing</td>
<td>☐</td>
<td>☒</td>
</tr>
<tr>
<td>Master Data Management</td>
<td>☒</td>
<td>☒</td>
</tr>
<tr>
<td>Data Analytics</td>
<td>☐</td>
<td>☒</td>
</tr>
</tbody>
</table>
2.11.5 Project Phases

<table>
<thead>
<tr>
<th>Phase</th>
<th>Description</th>
<th>Phase Deliverable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1</td>
<td>Minimal Viable Product (MVP) - February 2021 to July 2021</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phase 1 will include COP solution for Fire and Rescue Incident Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MVP Functionality Configured, Implemented, and Delivered</td>
<td></td>
</tr>
<tr>
<td>Phase 2</td>
<td>Complete System Rollout - July 2021 to February 2022</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phase 2 will include all COP solution for all other non-fire incident types Incident Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Full Core Functionality Next-Gen SCOUT Configured, Implemented, and Delivered</td>
<td></td>
</tr>
<tr>
<td>M&amp;O</td>
<td>Additional Enhancements / Decommissioning Legacy SCOUT System</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Future Operations - Maintenance &amp; Operations</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No named phase deliverables. Potential enhancements TBD</td>
<td></td>
</tr>
</tbody>
</table>

Select + to add project phases.

2.11.6 High Level Proposed Project Schedule

<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage 3 Solution Development</td>
<td>1/11/2021</td>
<td>1/29/2021</td>
</tr>
<tr>
<td>Stage 4 Project Readiness and Approval</td>
<td>1/11/2021</td>
<td>1/29/2021</td>
</tr>
<tr>
<td>Solicitation Negotiations</td>
<td>1/19/2021</td>
<td>1/20/2021</td>
</tr>
<tr>
<td>Solicitation Award</td>
<td>1/29/2021</td>
<td>1/29/2021</td>
</tr>
<tr>
<td>Phase 1 Development/Configuration/Testing/Training</td>
<td>2/1/2021</td>
<td>6/30/2021</td>
</tr>
<tr>
<td>Phase 1 Go-Live</td>
<td>7/1/2021</td>
<td>7/1/2021</td>
</tr>
<tr>
<td>Phase 2 Development/Configuration/Testing/Training</td>
<td>7/1/2021</td>
<td>1/31/2022</td>
</tr>
<tr>
<td>Phase 2 Go-Live</td>
<td>2/1/2022</td>
<td>2/1/2022</td>
</tr>
<tr>
<td>Post Go-Live Stabilization</td>
<td>2/1/2022</td>
<td>6/30/2022</td>
</tr>
<tr>
<td>Maintenance and Operations</td>
<td>7/1/2022</td>
<td>7/1/2023</td>
</tr>
</tbody>
</table>

2.11.7 Cost Summary

- Total Proposed Planning Cost: 
- Total Proposed Project Cost: 
- Total Proposed Future Operations IT Staff & OE&E Costs (Continuing): 
- Total Proposed Annual Future Operations IT Costs (M&O): 

2.12 Staffing Plan

2.12.1 Administrative

Refer to attached staffing plan: B.2.12.1 - Next-Gen SCOUT Staffing Plan v1.1.xlsx

2.12.2 Business Program

See attached staffing plan.

2.12.3 Information Technology (IT)

See attached staffing plan.
2.12.4 Testing

See attached staffing plan. Testing will be conducted by both the vendor and Cal OES SMEs.

2.12.5 Data Conversion/Migration

Not Applicable.

2.12.6 Training and Organizational Change Management

See attached staffing plan. Training and OCM will be conducted by both the vendor and Cal OES SMEs.

2.12.7 Resource Capacity/Skills/Knowledge for Stage 3 Solution Development

See attached staffing plan. The same core team working on Stage 2 will continue work on all Stage 3 and 4 activities.

2.12.8 Project Management

2.12.8.1 Project Management Risk Assessment

Project Management Risk Score: Enter Score: 1.0

Attachment: Attach file to email submission. See attached document: 2.12.8.1 - Next-Gen SCOUT PM Risk Assessment v1.0

2.12.8.2 Project Management Planning

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?

<table>
<thead>
<tr>
<th>Plan</th>
<th>Status</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Charter</td>
<td>No</td>
<td>The Project Charter has been completed but has not been formally approved.</td>
</tr>
<tr>
<td>Scope Management Plan</td>
<td>No</td>
<td>This plan will be developed after Stage 2 approval.</td>
</tr>
<tr>
<td>Risk Management Plan</td>
<td>No</td>
<td>The Risk and Issue Management Plan is under development but is not yet approved.</td>
</tr>
<tr>
<td>Issue and Action Item Management Plan</td>
<td>No</td>
<td>The Risk and Issue Management Plan is under development but is not yet approved.</td>
</tr>
<tr>
<td>Communication Management Plan</td>
<td>No</td>
<td>A draft Communication Management Plan is under development but is not yet approved.</td>
</tr>
<tr>
<td>Schedule Management Plan</td>
<td>No</td>
<td>The Schedule Management Plan will be developed after Stage 2 approval in conjunction with the vendor.</td>
</tr>
<tr>
<td>Human Resource Management Plan</td>
<td>No</td>
<td>The HR/Staffing Management Plan will be developed after Stage 2 approval.</td>
</tr>
<tr>
<td>Staff Management Plan</td>
<td>No</td>
<td>The Staffing Plan has been developed. This will be incorporated into the HR/Staffing Management Plan.</td>
</tr>
<tr>
<td>Stakeholder Management Plan</td>
<td>No</td>
<td>A draft Stakeholder Management Plan is under development but is not yet approved.</td>
</tr>
<tr>
<td>Governance Plan</td>
<td>No</td>
<td>A draft Governance Management Plan is under development but is not yet approved.</td>
</tr>
</tbody>
</table>

2.12.9 Organization Charts

See attached document: B.2.12.9 - Next-Gen SCOUT Project Org Chart v1.1.ppt

2.13 Data Conversion/Migration

Identify the status of each of the following data conversion/migration activities:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Status</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Conversion/Migration Planning</td>
<td>Not Applicable</td>
<td>Data Quality Assessment</td>
</tr>
<tr>
<td>Data Conversion/Migration Requirements</td>
<td>Not Applicable</td>
<td>Data Quality Business Rules</td>
</tr>
</tbody>
</table>
## Stage 2 Alternatives Analysis

<table>
<thead>
<tr>
<th>Current Environment Analysis</th>
<th>Not Applicable</th>
<th>Data Dictionaries</th>
<th>Not Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Profiling</td>
<td>Not Applicable</td>
<td>Data Cleansing and Correction</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

### 2.14 Financial Analysis Worksheets


#### Preliminary Assessment – Department of Technology Use Only

- **Original “New Submission” Date**: 2/10/2021
- **Form Received Date**: 2/10/2021
- **Form Accepted Date**: 2/10/2021
- **Form Status**: Completed
- **Form Status Date**: 2/18/2021

#### Main Form – Department of Technology Use Only

- **Original “New Submission” Date**: 2/10/2021
- **Form Received Date**: 2/10/2021
- **Form Accepted Date**: 2/10/2021
- **Form Status**: Completed
- **Form Status Date**: 2/18/2021
- **Form Disposition**: Approved
- **Form Disposition Date**: 2/18/2021