



Stage 3 Solution Development, Part A

Department of Technology, SIMM 19C.3 (Rev. 2.0, 5/31/2020)

3.4 General Information

Agency or State Entity Name: **Department of Consumer Affairs, Boards and Bureaus**

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

Organization Code: 1111

Proposal Name: [Business Modernization Cohort 2 \(BMC 2\)](#)

Department of Technology Project Number (1111-014): [Click or tap here to enter text.](#)

3.5 Part A Submittal Information

Contact Information

Contact First Name: [Lisa](#)

Contact Last Name: [Rangel](#)

Contact Email: Lisa.Rangel@dca.ca.gov

Contact Phone Number: [\(916\) 574-7742](#)

Part A Submission Date: [6/23/2021](#)

Part A Submission Type: New Submission

If "Withdraw" is specified, select reason: [Choose an item.](#)

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

Part A Sections Updated (For Updated Submissions only, include all that apply)

List of Sections updated: [Click or tap here to enter text.](#)

Part A Summary of Changes

If either Submission Type “Updated Submission (Pre-Approval)” or “Updated Submission (Post-Approval)” is selected, provide a concise summary of changes made:
[Click or tap here to enter text.](#)

Part A Project Approval Executive Transmittal

Include Transmittal as an attachment to your **email** submission.

Condition(s) from Previous Stage(s)

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

Condition Category: [Choose an item.](#)

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

Condition Sub-Category: [Choose an item.](#)

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

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

Assessment: [Choose an item.](#)

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

Agency/State Entity Response: [Click or tap here to enter text.](#)

Status: [Choose an item.](#)

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

TIP: Copy and paste to add Conditions as needed.

TIP: Throughout this document, you may use **Ctrl+c** and **Ctrl+v** to copy and paste sections.

3.6 Procurement Profile

3.6.1 Solicitation Identifier

Primary

Will this procurement be over or under the Department of General Services (DGS) Delegated Purchasing Authority? Over

Solicitation Title: BMC 2 System Integration Services

3.6.2 Solicitation Method

Solicitation Method: Formal Competitive Solicitation (IFB/RFP)

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

Anticipated Amount: \$4,099,980

Conducted By: Department of Technology

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

Development Status: Completed

Solicitation Number: [RFP-OIS-21-22-004](#)

3.6.3 Procurement Scope Statement

The primary purpose of this procurement is to select a qualified System Integrator who will develop the multiple instances of the InLumon solution. Each program within the Cohort, will purchase a separate instance of InLumon and will utilize the System Integrator to develop the new system.

3.6.4 Solicitation Contact

Contact First Name: [Athena](#)

Contact Last Name: [Pennington](#)

Contact Email: Athena.Pennington@state.ca.gov

Contact Phone Number: (916) 431-5065

3.6.5 Anticipated Length of Contract

Contract Start Date: 1/3/2022

Contract End Date: 6/30/2024

Optional Years: Two optional one-year extensions

Contract Start Date: 7/1/2024

Contract End Date: 6/30/2026

TIP: Copy and paste to add Optional Years, Contract Start, and End Dates as needed.

3.6.6 Anticipated Solicitation Key Action Dates (Primary solicitation only)

Activity: Release of Solicitation

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

Start Date: 7/21/2021

End Date: 7/21/2021

Number of Business Days: 1

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

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

Start Date: 7/22/2021

End Date: 8/4/2021

Number of Business Days: 10

Activity: State's response to bidder's questions, bidder's request for changes to the requirements and release of potential addendum

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

Start Date: 8/4/2021

End Date: 9/2/2021

Number of Business Days: 21

Activity: Last day to submit Final Proposals

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

Start Date: 9/21/2021

End Date: 9/21/2021

Number of Business Days: 1

Activity: Evaluation Period

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

Start Date: 9/22/2021

End Date: 10/5/2021

Number of Business Days: 10

Activity: Other

If "Other" is selected, specify: Negotiations Preperation, Negotiations and BAFO documents

Start Date: 10/6/2021

End Date: 12/7/2021

Number of Business Days: 42

Activity: Contract Award

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

Start Date: 12/8/2021

End Date: 12/21/2021

Number of Business Days: 19

Activity: Contract Execution

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

Start Date: 1/3/2022

End Date: 1/3/2022

Number of Business Days: 1

TIP: Copy and paste to add the Solicitation Key Action Dates Activities, Start Date, End Date, and Number of Business Days.

TIP: Copy and paste to add Ancillary procurement(s) from Subsections 3.6.1 to 3.6.6 as needed.

3.6.1 Solicitation Identifier

[Ancillary](#)

Will this procurement be over or under the Department of General Services (DGS) Delegated Purchasing Authority? Under

Solicitation Title: BMC 2 Project Management Consultant

3.6.2 Solicitation Method

Solicitation Method: Request for Offer/Information Technology Consulting Services (ITMSA)

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

Anticipated Amount: \$500,250

Conducted By: Agency/state entity

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

Development Status: In Progress

Solicitation Number: [RFP-OIS-21-22-002](#)

3.6.3 Procurement Scope Statement

The primary purpose of this procurement is to select a qualified Project Manager to manage the daily activities of the BMC 2 Project Team to ensure an effective, user-focused product that meets the Programs' regulations and legislation. The PM Consultant will be brought in about a month early from project start to assist in loading requirements and familiarity with Programs and defect tracking tool.

3.6.4 Solicitation Contact

Contact First Name: [Lisa](#)

Contact Last Name: [Rangel](#)

Contact Email: Lisa.Rangel@dca.ca.gov

Contact Phone Number: [\(916\) 574-7742](#)

3.6.5 Anticipated Length of Contract

Contract Start Date: 10/28/2021

Contract End Date: 6/30/2023

Optional Years:

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

Contract End Date:

3.6.1 Solicitation Identifier

Ancillary

Will this procurement be over or under the Department of General Services (DGS) Delegated Purchasing Authority? Under

Solicitation Title: BMC 2 Data Conversion Consultant

3.6.2 Solicitation Method

Solicitation Method: Request for Offer/Information Technology Consulting Services (ITMSA)

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

Anticipated Amount: \$645,000

Conducted By: Agency/state entity

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

Development Status: Not Started

Solicitation Number: TBD

3.6.3 Procurement Scope Statement

The primary purpose of this procurement is to assist the BMC 2 Programs with the extraction, transformation, and loading of data from the legacy system(s) to the new system. Timelines for this solicitation will be provided at a later date. BMC 2 will utilize the iServices layer and is anticipating minor data conversion. Timelines for conversion will be based on program need after project start. These services are not needed at the onset of the project..

3.6.4 Solicitation Contact

Contact First Name: [Lisa](#)

Contact Last Name: [Rangel](#)

Contact Email: Lisa.Rangel@dca.ca.gov

Contact Phone Number: [\(916\) 574-7742](tel:(916)574-7742)

3.6.5 Anticipated Length of Contract

Contract Start Date: TBD

Contract End Date: TBD

Optional Years: None

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

Contract End Date:

3.6.1 Solicitation Identifier

Ancillary

Will this procurement be over or under the Department of General Services (DGS) Delegated Purchasing Authority? Under

Solicitation Title: BMC 2 Independent Verification & Validation Consultant

3.6.2 Solicitation Method

Solicitation Method: Request for Offer/Information Technology Consulting Services (ITMSA)

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

Anticipated Amount: \$375,000

Conducted By: Agency/state entity

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

Development Status: In Progress

Solicitation Number: [RFP-OIS-21-22-001](#)

3.6.3 Procurement Scope Statement

The primary purpose of this procurement is to select a qualified vendor to conduct a third-party independent verification and validation (IV&V) quality assurance review (process and product) for the DCA's BMC 2 Project. The vendor will be required to conduct an assessment of the project and prepare a detailed report of findings and recommendations for the Agency Information Officer of the Business, Consumer Services and Housing Agency.

3.6.4 Solicitation Contact

Contact First Name: [Lisa](#)

Contact Last Name: [Rangel](#)

Contact Email: Lisa.Rangel@dca.ca.gov

Contact Phone Number: [\(916\) 574-7742](tel:9165747742)

3.6.5 Anticipated Length of Contract

Contract Start Date: 12/3/2021

Contract End Date: 6/30/2023

Optional Years: None

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

Contract End Date:

3.6.1 Solicitation Identifier

Ancillary

Will this procurement be over or under the Department of General Services (DGS) Delegated Purchasing Authority? Under

Solicitation Title: BMC 2 Software Provider

3.6.2 Solicitation Method

Solicitation Method: Other

If "Other," specify: **The InLumon Solution will be purchased off of DGS' Leverage Procurement Agreements**

Anticipated Amount: \$1,600,000

Conducted By: Agency/state entity

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

Development Status: In Progress

Solicitation Number: [RFP-OIS-21-22-003](#)

3.6.3 Procurement Scope Statement

The primary purpose of this procurement is to purchase several instances of the InLumon Software solution which will be developed and configured by the System Integrator.

3.6.4 Solicitation Contact

Contact First Name: [Lisa](#)

Contact Last Name: [Rangel](#)

Contact Email: Lisa.Rangel@dca.ca.gov

Contact Phone Number: [\(916\) 574-7742](#)

3.6.5 Anticipated Length of Contract

Contract Start Date: 1/6/2021

Contract End Date: 1/6/2026

Optional Years: None

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

Contract End Date:

3.7 Stage 3 Solution Requirements

3.7.1 Stage 3 Solution Requirements Template

Attach the completed, updated Stage 3 Solution Requirements Template to the email submission.

3.7.2 Stage 3 Requirements Count

Total Detailed Functional Requirements: 937

Total Detailed Non-Functional Requirements: [74](#)

Total Detailed Project/Transition Requirements: [73](#)

Detailed Requirements Grand Total: 1084

3.7.3 Stage 2 Mid-Level Solution Requirement Changes

1. Since the approval of the Stage 2 Alternatives Analysis, has the agency/state entity developed any new solution requirements that were not represented in the mid-level solution requirements? [Yes](#)

2. Since the approval of the Stage 2 Alternatives Analysis, has the agency/state entity modified (changed or deleted) any mid-level solution requirements? [Yes](#)

If the response to question 1 or 2 is “Yes”:

Enter the percentage of change (%): [46.5](#)

Describe the nature and scope of the change(s), impact(s) to the recommended solution, and how requirements align with the business objectives established in the Stage 1 Business Analysis: The update to requirements are due to lessons learned from BMC 1. With the S2 submission of mid-level solution requirements, we had combined the requirements amongst the 4 programs. However, after discussion with BMC 1 leadership, this was not the optimal approach. BMC 2 now has a tab for each program with their unique approved requirements. We added General Functional requirements as well to account for Security, Accessibility and User Management, etc per guidance from BMC 1 leadership. Overall percentage seems high however, most are the same but separated into the new Program tabs.

3.7.4 To-Be Business Process Workflow (if applicable)

Attach the updated To-Be Workflow(s) to the submission.

If To-Be business process workflow(s) is not attached, explain why: No new process maps were created as a result of splitting the functional requirement for each program. The attached new could be process map, is due to a new license type for one of the programs in BMC 2, Cemetery and Funeral Bureau. The new license type is currently being processed through the regulatory processes to be approved in statute. We anticipate the approval to be close to project start.

3.8 Statement of Work (SOW)

3.8.1 Completed SOW Sections

List the completed SOW Section(s): See attached Exhibit_A_SOW

Reference Stage 3 Preparation Instructions ([SIMM19-C.1 Instructions](#)).

TIP: Attach completed Statement of Work to the email submission.

Essential SOW Component Detail

SOW Section 12. Deliverable Acceptance/Rejection Process

Details related to the procurement deliverable acceptance/rejection process.

Responsible: Both

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: **See SOW Section 12 – Deliverable and Work Product Acceptance and Rejection Process.**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 8.2.5 and 21. Security and Data Protection

Data handling and ownership details.

Responsible: Both

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: **SOW Section 8.2.5 - Data Conversion Tasks, and Section 21 – Security and Data Protection**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 21. Security – Part 1

Details related to security and privacy controls and plan(s).

Responsible: Both

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: **See SOW Section 21 - Security and Data Protection.**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 21. Security – Part 2

Details related to the National Institute of Standards and Technology (NIST) 800-53 controls.

Responsible: Both

Performance Deliverable: [Choose an item.](#)

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

Methodology/Approach: Other

If “Other,” specify: **See SOW Section 21 - Security and Data Protection, and Exhibit B – System Requirements.**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Security – Part 3

System Security Plan details.

Responsible: Contractor

Performance Deliverable: No

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

Methodology/Approach: [Choose an item.](#)

If “Other,” specify: The System Integrator is responsible for providing the System Security Plan, See SOW Table 10.2B Deliverables. The SSP will be reviewed by DCA SMEs and requires DCA approval.

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Disaster Recovery

Disaster recovery (including business continuity/technology recovery) details.

Responsible: Contractor

Performance Deliverable: No

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

Methodology/Approach: Other

If “Other,” specify: The Software Provider is responsible for providing the Disaster Recovery Plan (DRP) and it will be specified in the Software Provider’s contract. The DRP will be reviewed by DCA SMEs and requires DCA approval.

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Hardware and Software Needs

System hardware/software needed; price/quantity; physical and performance requirements; etc.

Responsible: Both

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: System Integrator: SOW - Section 4.1 Interfaces; Section 4.2 System Requirements; Sections 4.2.1 – 4.2.8 Business Needs; Section 4.3 Non-Functional Requirements; Exhibit B - System Requirements, Non-Functional Requirements. Software Provider: The hardware and software needs will be specified in the Software Provider’s contract.

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Sections 8.2.1 – 8.2.3 System Installation

Solution installation details.

Responsible: Contractor

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: **The System Integrator is responsible for all work efforts to define, configure, test, and implement the software solution. See SOW Section 8.2 - Implementation Tasks; Sections 8.2.1 - 8.2.3.**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 7, 8.2 and 9. System Implementation or Integration

Solution implementation details.

Responsible: Contractor

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: System Integrator: SOW Section 7 - State Development Framework; Section 8.2 - Implementation Tasks; Section 9 - Post Implementation Support Tasks..

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section (multiple, see below). System Testing and Acceptance Procedures
Details related to solution/testing and acceptance procedures.

Responsible: Both

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: **SOW Section 8.2.2 - Test Support Tasks; Table 8.2.2A: Test Support Tasks; Table 8.2.3A: Sprint Tasks; Table 8.2.6A: Section 8.2.6 Go-Live Tasks; Section 9.1 - Full System Acceptance Tasks; Table 9.1.A System Acceptance Tasks**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 9.2.2 M&O, 9.2.4 Knowledge Transfer, Table 9.2.4A Knowledge Transfer Tasks

Details related to the transition of operations to a new contractor or state.

Responsible: Contractor

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: **SOW Section 9.2 – M&O; Section 9.2.4 – Knowledge Transfer; Table 9.2.4A: Knowledge Transfer Tasks**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section (multiple see below) Knowledge Transfer and/or Training
Knowledge transfer and/or Training details.

Responsible: Contractor

Performance Deliverable: No

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

Methodology/Approach: Other

If "Other," specify: **SOW Section 9.2.2 Maintenance and Operations; Section 9.2.4 – Knowledge Transfer; Table 9.2.4A: Knowledge Transfer Tasks; Section 9.2.5 - User Management; Section 8.2.4 - Training Tasks; Table 8.2.4B Training Tasks**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 9.2.2. Maintenance and Operations (M&O)
Maintenance and operations details.

Responsible: Both

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If "Other," specify: **SOW Section 9.2.2 – M&O**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 9.2.1 Warranty
Warranty details.

Responsible: Both

Performance Deliverable: No

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

Methodology/Approach: Other

If "Other," specify: **SOW Section 9.2.1 - Warranty.**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 9.2.2 and Table 9.2.2A. Service Level Criteria (SLA)

SLA details.

Responsible: Contractor

Performance Deliverable: No

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

Methodology/Approach: Other

If “Other,” specify: **SOW Section 9.2.2 M&O, Table 9.2.2A: SLA Criteria**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

SOW Section 20. Liquidated Damages

Provision for liquidated damages; calculation method; compensation proportionate to harm; tied to a contractual requirement; and dispute process.

Responsible: Contractor

Performance Deliverable: Choose an item.

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

Methodology/Approach: Other

If “Other,” specify: **SOW Section 20 - Liquidated Damages**

Solicitation Number (if applicable): [Click or tap here to enter text.](#)

TIP: Copy and paste row to add SOW Section(s) as needed.

3.8.2 SOW Security Attributes

1. Does the SOW provide details on the information security and privacy controls that are required (based on the NIST 800-53 controls)? Yes
2. Does the SOW define how the information security and privacy controls will be procured and implemented? No

It is the responsibility of the Vendor to meet NIST standards and DCA security policies and procedures. Yes

3. Does the SOW include provisions for creating the System Security Plan (SSP)? No

The Software Provider is responsible for providing the SSP and it will be specified in the Software Provider's contract. The SSP will be reviewed by DCA SMEs and requires DCA approval. Vendor compliance with the SSP will be ensured by DCA's designated SME.

3.9 Proposed Procurement Planning and Development Dates (Primary Solicitation only)

Activity: Solicitation Development Phase - Develop Evaluation Team Procedures

Start Date: 9/3/2021

End Date: 9/20/2021

Number of Business Days: 11

NOTE: These dates are for the total procurement timeline and are not only the Key Action Dates.

Activity: Procurement Phase

Start Date: 9/22/2021

End Date: 10/5/2021

Number of Business Days: 10

NOTE: These dates are for the total procurement timeline and are not only the Key Action Dates.

Activity: Negotiations

Start Date: 10/13/2021

End Date: 11/2/2021

Number of Business Days: 15

NOTE: These dates are for the total procurement timeline and are not only the Key Action Dates.

Activity: Post Award Activities

Start Date: 12/8/2021

End Date: 1/3/2021

Number of Business Days: 19

NOTE: These dates are for the total procurement timeline and are not only the Key Action Dates.

TIP: Copy and paste to add Activities as needed.

3.10 Procurement Risk Assessments and Dependencies (Primary solicitation only)

1. Has the agency/state entity identified procurement-related external dependencies (e.g., supplier viability, stakeholder/customer legal constraints, ancillary contracts, other state or federal legislation)? Yes

If “Yes,” describe dependencies below: There are dependent ancillary procurements for the following: (1) Project Manager, (2) Data Conversion, (3) Independent Verification and Validation, and (4) Software Provider

2. Has the agency/state entity completed the State Contracting Manual Volume 3, Chapter 4, Section 4.B2.13 Risk Criteria Guidelines and incorporated financial protection measures for the primary solicitation?

Yes

The System Integrator’s procurement is a RFP. Financial protection measures for the System Integrator include: Hold Back (20% from invoiced amount), Insurance, and Liquidated Damages. In addition, all System Integrator work shall be authorized in advance by the State via Work Order Authorizations

3. Does the agency/state entity intend to maintain ownership of any source code developed for this solution? No

If “Yes,” describe below how ownership will be obtained, maintained, and upgraded:

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

4. Will this transaction be financed? No

If “Yes,” attach the approved State Financial Marketplace Compliance Certification form and agreement to your email submission.

3.11 Procurement Administrative Compliance Checklist

Questions may not be all-inclusive.

1. Has the agency/state entity obtained approval from the Department of General Services Procurement Division (DGS/PD) or Statewide Technology Procurement (STP) to use an alternative evaluation model other than a 50/50 Cost Split? No

If "Yes," attach the approval to your email submission.

If "Yes" or "No," provide a brief description of the evaluation criteria proposed. A 50/50 cost split evaluation model will be used.

2. Has the agency/state entity received signed Confidentiality statements from all project participants (internal and external)? Yes
3. Has the agency/state entity received signed Conflict of Interest statements from all project participants (internal and external)? Yes
4. Has the agency/state entity obtained an exemption from the Disabled Veteran Business Enterprise (DVBE) participation requirements and/or the DVBE participation incentive through an approved DVBE Waiver? Yes

If "No," provide a brief explanation: [Click or tap here to enter text.](#)

If "Yes," attach the waiver to your email submission.

5. Does the agency/state entity's solution requirements ensure compliance with the Information Technology Accessibility Policy (SAM Section 4833)? Yes
6. Has the agency/state entity completed and received approval of the SIMM Section 71 Certification of Compliance with IT Policies? Yes

If "Yes," attach the approved certification to your email submission.

7. Has the agency/state entity completed and received approval of a Personal Services Contracts Justification (Government Code Section 19130)? No

In progress, submitted for OHR review June 15, 2021

If "Yes," attach the approved justification to your email submission.

8. Will the agency/state entity's solicitation ensure compliance with Productive Use requirements? Not applicable
This applies to the Software Provider.

3.12 Solicitation Readiness

1. Has the agency/state entity started the development of a Bidder's Library? Yes
2. What evaluation methodology was selected for the primary solicitation? Value Effective

Explain the rationale for the selection: Per SIMM Section 19C Stage 3 Solution Development, C.1 Preparation Instructions: Solicitations that are valued at over \$100,000 should be evaluated based on a value-effective methodology where factors other than cost are of considerable value to the Agency/state entity. DCA has specific requirements (see RFP OIS-21-22-004, SOW, Exhibit B-System Requirements) to ensure its business needs and goals are effectively met. In addition, a value-effective methodology is recommended when there are multiple providers of products and services that can meet DCA's business needs.

3. Has the agency/state entity started the development of the Evaluation (and Selection) Criteria for the primary solicitation? No
Per STP's feedback's to the KAD Schedule these will be developed post solicitation release. Timeline 7/22/2021 – 8/4/2021
4. Has the agency/state entity started the development of the Cost Worksheets as part of the evaluation for the solicitation? Yes
5. Has the agency/state entity started the development of the bidder and key staff qualifications as part of the evaluation for the solicitation? Yes

If "Not applicable," briefly explain why the bidder and key staff qualifications will not be included in the evaluation for the solicitation: [Click or tap here to enter text.](#)

6. Has the agency/state entity started the development of the bidder and key staff references as part of the evaluation for the solicitation? Yes

If "Not applicable," briefly explain why the bidder and key staff references will not be included in the evaluation for the solicitation: [Click or tap here to enter text.](#)

TIP: Review the Gate 3 Solution Development Evaluation Scorecard, Part A, to ensure a complete submission. [C.7 GATE 3 Evaluation-Scorecard Part-A](#)

TIP: Review Stage 3 Part A with your Project Approval and Oversight Manager before formal submittal.

End of agency/state entity document.

When ready, submit Stage 3 Part A and all attachments in an email to ProjectOversight@state.ca.gov.

S3SD Part A – California Department of Technology Use Only

Original “New Submission” Date: 8/20/2021

Form Received Date: 8/20/2021

Form Accepted Date: 8/20/2021

Form Status Select: Complete

Form Status Date: 11/4/2021