Stage 3 Solution Analysis

California Department of Technology, SIMM 19C.2 (Rev. 3.0.7, 2/28/2022)

3.1 General Information

1. **Agency or State Entity Name: 7600 - Tax and Fee Administration, California Department of**

   If Agency/entity is not in the list, then enter here.

   Proposal Name: CDTFA Data Analytics and Tax Return Processing Solution (DATRPS)

2. **Department of Technology Project Number (0000-000): 7600-095**

3. **S3SD Version Number: Version 1**

4. **CDT Billing Case Number: CD0045581**

   Don't have a Case Number? Click here to get one.

3.2 Submittal Information

1. **Contact Information**

   Contact Name: Harry Pon

   Contact Email: Harry.Pon@cdtfa.ca.gov

   Contact Phone: 916-309-1738

2. **Submission Type: New Submission**

   If Withdraw, select Reason: Choose an item.

   If Other, specify reason here: Click or tap here to enter text.

   Sections Changed if an update or resubmission: (List all the sections that changed.)

   Click or tap here to enter text.

   Summary of Changes: (Summarize updates made.)

   Click or tap here to enter text.

3. **Attach [Project Approval Executive Transmittal](#)** to your email submission.

4. **Attach updated [Procurement Assessment Form](#)** with Stage 3 information to your email submission.

5. **Conditions from Stage 2 Approval (**Enter any conditions from the Stage 2 Alternatives Analysis approval letter issued by CDT):

CDTFA will be submitting a revised Stage 2 (due to the revised PAL process) for section 2.12 and an FAW (that aligns with the selected vendor). The project dates and the post-pilot funding strategy have been updated. The Stage 2 was originally approved on June 5, 2023.

2.12 Financial Analysis Worksheet

The funding strategy has changed since CDTFA met with the budget manager to map out a funding plan for the project. The chart below reflects the changes made and the reasoning behind it.

DATRPS PAL Stage 2 "True Up"		
OLD	New (Current)	Reason
Planning Phase: July 1, 2021, through March 31, 2024 (CDTFA internal funding	July 1, 2021, through June 17, 2024	Schedule realignment to 90-day POC effort and _new_ Phase 2 CBP task details
Project Phase:		
Wave 1 (Pilot): April 1, 2024, through June 30, 2025 (if POC is successful) (CDTFA internal funding)	Wave 1 (Pilot): June 17, 2024 – June 16, 2025 (CDTFA internal funding for $1 million)	Schedule waterfall realignment due to extended planning phase tasks
Wave 2 and Wave 3: July 1, 2025, through June 30, 2027 (if pilot is successful) (BCP funding)	Wave 2,3 (Post Pilot): June 16, 2025 – June 14, 2027(If the pilot is successful, no BCP may be needed to fund the rest of the procurement	CDTFA anticipated the post-pilot expenditures may be absorbed in the TSD General IT budget
M&O Phase: July 1, 2027, through June 30, 2028, and ongoing (BCP funding)	M&O: June 14, 2027, until End of Life (EOL) (no BCP funding)	M&O will be covered in the TSD General IT budget

3.3 Detailed Solution Requirements and Outcomes

1. **Attach detailed** Requirements and Outcomes documents including traceability matrix to the email submission. Include any changed or updated requirements.

2. **Stage 2 Requirements and Outcomes Changes**

   Since approval of the Stage 2 Alternatives Analysis, has the agency/state entity developed or modified any requirements and/or outcomes that were not represented in Stage 2? Yes

   If "Yes," explain: Please see explanation below.

If "Yes," please describe the nature and scope of the change(s) and how the requirements and/or outcomes align with the business objectives established in the Stage 1 Business Analysis:

The requirements from Stage 2 Alternative Analysis have not changed, but two of the business objectives from Stage 1 have been deleted. In Stage 1, our proposal description stated CDTFA was interested in obtaining new data sources with the new analytics including machine learning and artificial intelligence (AI) capabilities. During the Stage 2 process and while preparing the procurement documents, the decision was made to **not** include new data sources. Therefore, objectives three and four are no longer applicable because they were reliant on being able to match accounts to the new data sources.

3. **Attach** the updated To-Be Workflow(s) to your email submission.

If To-Be business process workflow(s) is not attached, explain why:

The *To-Be* business process workflow has not been prepared at this time because the new analytics solution has not yet been determined, since the new business process is dependent on the detailed design work to be performed. Once a vendor is selected, CDTFA will be able to proceed with stakeholder elicitations to gather detailed requirements and the *To-Be* business process workflow diagram. A high-level diagram to display what is currently known is attached. As agreed in the April 11, 2024, meeting with PAL, CDTFA will submit the *To-Be* business process workflow with the Stage 4 submission.

4. **Attach** the Statement of Work to your email submission.

3.4 Project and Procurements Roadmap

Attach a Project and Procurements Roadmap or Summary to the submission.

The roadmap or summary should include both the primary and all ancillary procurements.

3.5 Project Planning

Are the following Project Management Plans or artifacts completed to the required level, approved by the designated agency/state entity authority, and available for the Department of Technology to review? **Choose**: 'Yes,' 'No,' or 'Not Applicable.' If 'No' or 'Not Applicable,' provide the artifact status in the space provided**.**

Project Management Plan (Draft): Choose an item.

Status: Click or tap here to enter text.

Risk Management Plan (Approved): Choose an item.

Status: Click or tap here to enter text.

Issue and Action Item Management Plan (Approved):Yes

Status: Click or tap here to enter text.

Change Control Management Plan (Approved):Yes

Status: Click or tap here to enter text.

Quality Management Plan (Approved): Choose an item.

Status: Click or tap here to enter text.

Testing Management Plan (Approved): Choose an item.

Status: Click or tap here to enter text.

Security Management Plan (Approved): Choose an item.

Status: Click or tap here to enter text.

Contract Management Plan (Updated Draft):Yes

Status: Click or tap here to enter text.

Other (enter name) Click here to enter text. Plan: Choose an item.

Status: Click or tap here to enter text.

3.6 Primary Solicitation

Attach the Primary Solicitation document to your email submission.

For a standard procurement, please attach a copy of your IFB, RFP, or RFO.

For a challenge-based procurement, please attach a copy of the solicitation. 2/27

3.7 Ancillary Procurements

1. **Attach** all in-progress and completed ancillary procurement documents to your email submission.
2. Has the project begun procurement activities for Independent Verification and Validation (IV&V) services per the State Administrative Manual Section 4940.3? No

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

   Click or tap to enter a date.

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

   A previous agreement was made where CDTFA would request delegation (with Stage 4 submission) with the understanding that CDT will approve the request as long as the complexity remains the same. If granted delegation, CDTFA will revisit the need for IV&V with Wave 2.

   Provide the following information for each of your ancillary procurements:

Service Type: Choose an item.

If "Other," specify: Click or tap here to enter text.

Roles/Responsibilities or Tasks: Click or tap here to enter text.

Status: Choose an item.

CDT STP Conducted: Choose Yes or No.

Procurement Type: Choose an item.

If "Other," specify: Click or tap here to enter text.

Length of Contract: Click or tap here to enter text.

TIP: Copy and paste or click the + button in the lower right corner of the ancillary procurement items to add Services (for different Service Types or Lengths of Contract) with all additional information as needed.

End of agency/state entity document.

Please ensure ADA compliance before submitting this document to CDT.

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

TIP: Review the Gate 3 Project Management Planning Evaluation Scorecard to ensure a complete submission. GATE 3 Evaluation Scorecard

Department of Technology Use Only

Original "New Submission" Date: 06/26/2024

Form Received Date: 06/26/2024

Form Accepted Date: 06/26/2024

Form Status: Completed

Form Status Date: 06/27/2024

Form Disposition: Approved

Form Disposition Date: 06/27/2024