



Stage 3 Solution Development (Part B)

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

3.13 General Information

Agency or State Entity Name:

Veterans Affairs, Department of

Organization Code:

8955

Proposal Name:

CalVet Electronic Health Record (CEHR)

Department of Technology Project Number: 8950-059

3.14 Part B Submittal Information

Contact Information:

Contact First Name:

Lisa

Contact Last Name:

Senitte

Contact Email:

Lisa.Senitte@CalVet.ca.gov

Contact Phone Number:

(916) 654-9524

Part B Submission Date:

11/30/2018

Part B Submission Type:

- | | |
|------------------------------------------------------------|-------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Submission | <input type="checkbox"/> Updated Submission (Post-Approval) |
| <input type="checkbox"/> Updated Submission (Pre-Approval) | <input type="checkbox"/> Withdraw Submission |
| | Reason: Select... |
| | If "Other," specify: |

Part B Sections Updated (For Updated Submissions only, check all that apply)

- | | |
|-----------------------------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> 3.13 General Information | <input type="checkbox"/> 3.17 Protest Processes |
| <input type="checkbox"/> 3.14 Part B Submittal Information | <input type="checkbox"/> 3.18 Project Management Planning |
| <input type="checkbox"/> 3.15 Solicitation Package and Evaluation Readiness | <input type="checkbox"/> 3.19 Staffing Allocation |
| <input type="checkbox"/> 3.16 Public Contract Code (PCC) 6611 Readiness | <input type="checkbox"/> 3.20 Final Solicitation Package Submission |

Part B Summary of Changes:

Not applicable, this is a new submission.

Part B Project Approval Executive Transmittal

Attachment: (File Attachment)



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Condition(s) from Previous Stage(s):

Condition #	1.1
Condition Category	Governance If "Other," specify:
Condition Sub-Category	General If "Other," specify:
Condition	Provide an established data governance plan with well-defined roles and responsibilities prior to the approval of the S2AA.
Assessment	Mitigation If "Other," specify:
Agency/state Entity Response	Data governance plan is part of the CEHR Project Governance Plan.
Status	Completed If "Other," specify:
Condition #	1.2
Condition Category	Governance If "Other," specify:
Condition Sub-Category	General If "Other," specify:
Condition	Provide formally defined, documented and implemented data security policies, standards, controls, and procedures prior to approval of the S2AA.
Assessment	Mitigation If "Other," specify:
Agency/state Entity Response	The items listed above were addressed as part of the California Office of Health Information Integrity (CalOHII) Corrective Action Plan (CAP). CalOHII reviewed the addressed items and has "closed" all observations and findings from the compliance review.
Status	Completed 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



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Evaluation Area

Evaluation Area	Maximum Possible Score
1. Bidder and Key Staff Qualifications is 15% of the overall scoring of the RFP.	41 points
2. Narrative Response is 15% of the overall scoring of the RFP.	36 points
3. Requirements section is 40% of the overall scoring of the RFP.	3,108 points
4. Cost is 30% of the overall scoring of the RFP.	N/A
Total Points Possible:	3,185

Insert Evaluation Area

	Yes	No	N/A
3. Is the Bidder's Library complete and ready for vendor access?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Does the Agency/state entity anticipate that any confidential information will be posted in the Bidder's Library?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verbal (e.g., telephone with pre-defined script)			
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Attachment: (File Attachment)			
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 checked="" type="checkbox"/>	<input type="checkbox"/>	
A small number of solution requirements were updated as a result of the Pre-Solicitation.			

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.17 Protest Processes

- 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:

CalVet will be utilizing PCC 6611 for the CEHR RFP.

3.18 Project Management Planning

Yes	No	N/A
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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:
 In Lieu of a Project Management Plan, all project management processes are covered in its own respective project plan.
- Change Control Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
- Configuration Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
- Data Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
- Maintenance & Operations (M&O) Transition Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
- Procurement Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
 CDT is managing the procurement portion of the RFP. In lieu of a Procurement Management Plan, CalVet has a Contract Management Plan to document the process for managing the contract after execution. The CalVet Contract Management Plan is included in the Stage 3 Part B submission as a reference.
- Quality Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
- Testing Master Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
- Security Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:
- Business Continuity Management Plan (including Technology Recovery Plan)**

If "No," provide the status below; if "N/A," provide an explanation below:
 The updated Business Continuity Management Plan will be finalized by December 2018.
 A copy of the Technology Recovery Plan is included in the Stage 3 Part B submission.
- Risk Management Plan**

If "No," provide the status below; if "N/A," provide an explanation below:

3.19 Staffing Allocation

Project Team Role	Select...	If "Other," specify:
Quantity	Please reference the Stage 2 FAW for staffing allocation.	
Level of Participation	%	
Classification (State Resources Only)	Select...	If "Other," specify:
Source	Redirected	



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Tenure/Time Base

Select...

Insert Project Team Role

3.20 Final Solicitation Package Submission

Attachment: (File Attachment)

Insert Attachment

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

Original "New Submission" Date	11/30/2018	
Form Received Date	1/18/2019	
Form Accepted Date	1/18/2019	
Form Status	Completed	
Form Status Date	1/18/2019	
Form Disposition	Approved	If "Other," specify:
Form Disposition Date	1/18/2019	