Stage 3 Solution Analysis

California Department of Technology, SIMM 19C.2 (Rev. 3.0.6, 2/28/2022)

3.1 General Information

1. **Agency or State Entity Name: 7350 - Industrial Relations, Department of**

   If Agency/entity is not in the list, then enter here. Click or tap here to enter text.

2. **Proposal Name: Cal/OSHA Data Management System (DMS) Project**

3. **Department of Technology Project Number (0000-000): 7350-094**

4. **S3SD Version Number: Version 1**

5. **CDT Billing Case Number: CS0047619 for CDT / CS0001709 for STP**

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

3.2 Submittal Information

1. Contact Information

Contact Name: **Benjamin Bonte**

Contact Email:

Contact Phone:

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. <mark>Attached</mark>

    DIR CalOSHA DMS_S3SD_3.2.3_SIMM 19.G1_Project Approval Executive Transmittal PDF for e-signatures_14Jul2023

4. Attach updated **Procurement Assessment Form** with Stage 3 information to your email submission. <mark>Attached</mark>

    DIR CalOSHA DMS_S3SD_3.2.4_Primary STP Procurement Assessment Form_5Jul2023

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

    None

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.** <mark>Attached</mark>

    DIR CalOSHA DMS_S3SD_3.3.1a_User Story Document - Functional Requirements_9Jun2023
    DIR CalOSHA DMS_S3SD_3.3.1b_User Story Document - Technical Requirements_9Jun2023
    DIR CaLOSHA DMS_S3SD_3.3.1c_RTM Document - Functional and Technical_9Jun2023

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:

    Mid-level requirements have been developed into detailed functional and non-functional requirements including user stories for Stage 3.

    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:

    Detailed requirements along with user stories will be used as part of the agile approach during implementation. Business objectives established in Stage 1 Business Analysis are still the same in Stage 3. Scope has been clarified to include other DOSH units along with Enforcement and Consultation.

3. **Attach the updated To-Be Workflow(s) to your email submission.** <mark>Attached</mark>

    DIR CalOSHA DMS_S3SD_3.3.3_To-Be Flows_9Jun2023

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

    Click or tap here to enter text.

4. **Attach the Statement of Work to your email submission.** <mark>In Solicitation Builder; attached</mark>

    DIR CalOSHA DMS_S3SD_3.3.4_Statement of Work _6Jul2023

3.4 Project and Procurements Roadmap

Attach a Project and Procurements Roadmap or Summary to the submission. <mark>Attached</mark>

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

DIR CalOSHA DMS_S3SD_3.4_Procurement Roadmap_5Jul2023

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. <mark>Attached</mark>

DIR CalOSHA DMS_S3SD_3.5_Project Management Plans_7Jul2023

Project Management Plan (Draft):Yes

> Status: Included in S3SD

Risk Management Plan (Approved):Yes

> Status: Included in main project management plan

Issue and Action Item Management Plan (Approved):Yes

> Status: Included in main project management plan

Change Control Management Plan (Approved):Yes

> Status: Included in main project management plan

Quality Management Plan (Approved):Yes

> Status: Included in main project management plan

Testing Management Plan (Approved):Yes

> Status: Included in main project management plan

Security Management Plan (Approved):Yes

> Status: Included in main project management plan

Contract Management Plan (Updated Draft):Yes

> Status: Included in main project management plan

Other (enter name) Requirements Management Plan:Yes

Status: Included in main project management plan for Stage 3 (did not include in Stage 2)

Other (enter name) Procurement Management Plan:Yes

Status: Included in main project management plan for Stage 3 (did not include in Stage 2)

3.6 Primary Solicitation

Attach the Primary Solicitation document to your email submission. ==RFP In Solicitaton Builder; attached==

DIR CalOSHA DMS_S3SD_3.6_Primary CDT STP Request for Proposal for SI_6Jul2023

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.

3.7 Ancillary Procurements

1. **Attach all in-progress and completed ancillary procurement documents to your email submission.**

==Planned - See Procurement Plan==

2. **Has the project begun procurement activities for Independent Verification and Validation (IV&V) services per the State Administrative Manual Section 4940.3?** Yes

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

11/17/2023 – date subject to change

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

Click or tap here to enter text.

3. **Provide the following information for each of your ancillary procurements:**

Service Type: Other

If "Other," specify: Software Licenses - Salesforce

Roles/Responsibilities or Tasks: Salesforce licenses for users

Status: Planned

CDT STP Conducted: No

Procurement Type: Other

If "Other," specify: SLP

Length of Contract: Annual user licenses

Service Type: Other

If "Other," specify: Software Licenses – Google Cloud Platform

Roles/Responsibilities or Tasks: Google Cloud Platform licenses for users

Status: Planned

CDT STP Conducted: No

Procurement Type: Other

If "Other," specify: SLP

Length of Contract: Annual user licenses

Service Type: Other

If "Other," specify: IV and V

Roles/Responsibilities or Tasks: Independent Verification and Validation (IV&V) consultant will ensure that the new system meets requirements and specifications and that it fulfills its intended purpose.

Status: Planned

CDT STP Conducted: Choose an item.

Procurement Type: Other

If "Other," specify: RFO

Length of Contract: Same as the System Integrator (SI) contract

Service Type: Other

If "Other," specify: Field equipment – tablets and portable printer/scanners

Roles/Responsibilities or Tasks: Field equipment for Enforcement and Consultation staff

Status: Planned

CDT STP Conducted: No

Procurement Type: Other

If "Other," specify: LPA

Length of Contract: Dependent on release 1 timeline

Service Type: Other

If "Other," specify: Federal OSHA support for data extraction of CA data and interface support

Roles/Responsibilities or Tasks: Federal OSHA support for data extraction of CA data and interface support to DIR

Status: Planned

CDT STP Conducted: No

Procurement Type: Other

If "Other," specify: Interagency Agreement

Length of Contract: Dependent on release 1 timeline

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: 7/14/2023

Form Received Date: 7/14/2023

Form Accepted Date: 7/14/2023

Form Status: In Analysis

Form Status Date: 7/14/2023

Form Disposition: Approved

Form Disposition Date: 01/11/2024