



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: [Choose an item.](#)

If Agency/entity is not on the list, then enter here with the [organization code](#).

[2667 – Office of the Inspector General, High-Speed Rail](#)

2. Proposal Name: [OIG-HSR Audits and Reviews Software \(ARS\)](#)

3. Department of Technology Project Number (0000-000): [2667-001](#)

4. S3SD Version Number: [Version 1](#)

5. CDT Billing Case Number: [RZX](#)

Don't have a Case Number? [Login](#) to the CDT IT Services Portal to get one. If you need assistance with a login, contact your [Account Lead](#).

3.2 Submittal Information

1. Contact Information

Contact Name: [Deputy Inspector General – Amanda Millen](#)

Contact Email: Amanda.Millen@oig.hsr.ca.gov

Contact Phone: [\(916\) 908-0922](#)

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):

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

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. **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:

Since Stage 2 approval, the project team has engaged in a comprehensive process to elaborate on the existing set of requirements. This included an analysis of business needs, collaboration with potential vendors to receive and review additional documentation, and review of existing requirements for specificity and priority. As a result, the requirements and outcomes have been refined, with more precise definitions of functional, technical, and non-functional needs to better align with anticipated system capabilities and user expectations.

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:

Requirements are more detailed and specific in Stage 3 and have been validated through additional product research and vendor feedback.

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

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

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

3. **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):Yes

Status: Completed

[Risk Management Plan](#) (Approved):Yes

Status: Completed

[Issue and Action Item Management Plan](#) (Approved):Yes

Status: Completed

[Change Control Management Plan](#) (Approved):Yes

Status: Completed

[Quality Management Plan](#) (Approved):Yes

Status: Completed

[Testing Management Plan](#) (Approved):Yes

Status: Completed

Security Management Plan (Approved):Yes

Status: Completed

[Contract Management Plan](#) (Updated Draft):Yes

Status: Completed

Other (enter name): Not applicable

Status:

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.

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? **Yes**

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

12/15/2025

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

[Click or tap here to enter text.](#) Provide the following information for each of your ancillary procurements:

Service Type:Project Manager

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

Roles/Responsibilities or Tasks: Project Management Services

Status:Planned

CDT STP Conducted: Yes

Procurement Type:IT-MSA

If “Other,” specify: RFO – TDDC MSA

Length of Contract: This procurement is combined with the IT Consultant procurement below and therefore 3 years with two optional one-year extensions. However, the RFO establishes that the expected timeframe for Project Manager Services is one year.

Service Type:Other

If “Other,” specify: Information Technology (IT) Consultant

Roles/Responsibilities or Tasks: Information Security and ongoing Maintenance and Operation Services

Status:Planned

CDT STP Conducted: Yes

Procurement Type:IT-MSA

If “Other,” specify: RFO – TDDC MSA

Length of Contract: 3 years with two optional one-year extensions

Service Type:Other

If “Other,” specify: IV&V

Roles/Responsibilities or Tasks: IV&V

Status:Planned

CDT STP Conducted: Yes

Procurement Type:Other

If "Other," specify: RFO – TDDC MSA

Length of Contract: 12 months with two optional six-month extensions.

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.

Department of Technology Use Only

Original “New Submission” Date: 10/15/2025

Form Received Date: 10/15/2025

Form Accepted Date: 10/15/2025

Form Status: In Analysis

Form Status Date: 10/15/2025

Form Disposition: Approved.

Form Disposition Date: 12/18/2025.