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: 0840 - Controller, State**

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

2. **Proposal Name: Unclaimed Property Management System Replacement (UPMSR)**

3. **Department of Technology Project Number (0000-000): 0840-091**

4. **S3SD Version Number: Version 2**

5. **CDT Billing Case Number:** CS0001833

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

3.2 Submittal Information

1. **Contact Information**

    Contact Name: Todd Boltjes

    Contact Email: tboltjes@sco.ca.gov

    Contact Phone: (916) 445-8245

2. **Submission Type: Updated Submission (Pre-Approval)**

    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.)

    3.7.2, 3.7.3

    Summary of Changes: (Summarize updates made.)

    Updated the planned start date for IV&V services.

    Corrected ancillary procurement details for IV&V and specified tasks.

    Updated Procurement Type to IT-MSA

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):

   CDT approved PDR with the S1BA.

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:

   The S2 requirements were further matured as part of S3 development. Several requirements were reworked as detailed requirements, duplicate requirements were removed, and updates were made to security standards.

   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 requirement refinement did not result in changes to project objectives or scope.

3. **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.

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):Not applicable

Status:

Risk Management Plan (Approved):Yes

Status: Approved

Issue and Action Item Management Plan (Approved):Yes

Status: Approved

Change Control Management Plan (Approved):Yes

Status: Approved

Quality Management Plan (Approved):Yes

Status: Approved

Testing Management Plan (Approved):Yes

Status: Approved

Security Management Plan (Approved):Yes

Status: Approved

Contract Management Plan (Updated Draft):Yes

Status: Approved

Other (enter name) Scope Management Plan:Yes

Status: Approved

Other (enter name) Communication Management Plan:Yes

Status: Approved

Other (enter name) Schedule Management Plan:Yes

Status: Approved

Other (enter name) Procurement Management Plan:Yes

Status: Approved

Other (enter name) Stakeholder Management Plan:Yes

Status: Approved

Other (enter name) Governance Plan:Yes

Status: Approved

Other (enter name) HR & Staff Management Plan:Yes

Status: Approved

Other (enter name) Change Control Plan:Yes

Status: Approved

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.

RFO will be submitted to CDT PAO with Stage 3 Part B

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:

   10/2/2023

   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: IV&V Services

Roles/Responsibilities or Tasks:

    a. Developing IV&V monthly activity reports;
    b. Conducting risk and issue list reviews;
    c. Performing traceability matrix analysis;
    d. Performing system requirements evaluation;
    e. Conducting system test assessment and verification;
    f. Developing IV&V task reports.

Status: Planned

CDT STP Conducted: No

Procurement Type: IT-MSA

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

Length of Contract: Eighteen (18) months

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: 5/17/2023

Form Received Date: 6/27/2023

Form Accepted Date: 6/27/2023

Form Status: Completed

Form Status Date: 7/31/2023

Form Disposition: Approved

Form Disposition Date: 7/31/2023