



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:** **3970 - Resources Recycling and Recovery, Department of**

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

2. **Proposal Name:** **CalRecycle Integrated Information System (CRIIS)**
3. **Department of Technology Project Number (0000-000):** **3970-021**
4. **S3SD Version Number:** **Version 1**
5. **CDT Billing Case Number:** **CS0060856**

Don't have a Case Number? [Click here to get one.](#)

3.2 Submittal Information

1. **Contact Information**

Contact Name: **Anamika Singh**

Contact Email: **Anamika.singh@calrecycle.ca.gov**

Contact Phone: **916.327.3044**

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):

N/A

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:

As a result of the thorough detailed requirement analyses, CalRecycle identified a small number of detailed functional requirements that did not fall under the existing mid-level requirements. The CRIIS Project Objectives were also further refined during Stage 3 Solution Analysis (removing one objective).

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:

CalRecycle refined business objectives in Stage 3, combining two of the prior objectives. CalRecycle reviewed and revised requirements, making minor adjustments to reflect the further refinement of mid-level requirements. CalRecycle completed the Requirements Traceability Matrix to confirm traceability from detailed requirements, to mid-level requirements, to business objectives.

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

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

[Attached](#)

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 \(Draft\):Yes](#)

Status: Created Plan as an overall summary of CRIIS Project Management Plans.

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

Status: Reviewed and updated.

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

Status: Reviewed and Updated.

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

Status: Reviewed and updated.

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

Status: Created and approved plan.

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

Status: The Testing Management Plan includes the content framework and is expected to be completed with the CRIIS Solution Contractor during implementation, reflecting specific handling around the proposed solution.

[Security Management Plan \(Approved\):Yes](#)

Status: The Security Management Plan includes the content framework and is expected to be completed with the CRIIS Solution Contractor during implementation, reflecting specific handling around the proposed solution.

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

Status: Reviewed and updated.

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.

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:

3/29/2024

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

IV&V planning and solicitation development will occur during Stage 4 to align with execution of the primary solicitation award and contract execution. Contract execution is expected around March 2024.

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

Service Type:Organizational Change Management

If “Other,” specify: N/A

Roles/Responsibilities or Tasks: Provide OCM services in alignment with the CRIIS project implementation and solution adoption by users.

Note: Procurement Type will be TDDC MSA

Status:Complete

CDT STP Conducted: Yes

Procurement Type:IT-MSA

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

Length of Contract: 3 years

Service Type:Other

If “Other,” specify: Enterprise Project Management and Business Analysis Services

Roles/Responsibilities or Tasks: Provide Enterprise Project Manager and Business Analyst services to supplement/support CalRecycle’s CRIIS project team in performing the CRIIS project implementation and providing management support.

Note: Procurement Type will be TDDC MSA

Status:Planned

CDT STP Conducted: No

Procurement Type:IT-MSA

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

Length of Contract: 3 years

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: 11/30/2023

Form Received Date: 11/30/2023

Form Accepted Date: 11/30/2023

Form Status: In Analysis

Form Status Date: 11/30/2023

Form Disposition: Approved

Form Disposition Date: 12/11/2023