

# Stage 3 Solution Development (Part B)

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

## 3.13 General Information

Wireless Video and Audio Recording System (WMVARS)

Department of Technology Project Number: 2720-114

## 3.14 Part B Submittal Information

### Contact Information:

Jay

**Contact Email:**

Jay.Song@chp.ca.gov

**Part B Submission Date:**

3/22/2019

**Part B Submission Type:**

- ☐ New Submission  
☒ Updated Submission (Pre-Approval)

Song

**Contact Phone Number:**

(916) 843-4100

- ☐ Updated Submission (Post-Approval)  
☐ 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 checked="" 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 checked="" type="checkbox"/> 3.20 Final Solicitation Package Submission |

### Part B Summary of Changes:

Final Solicitation Package complete and attached. Published by DGS on 2/28/2019.

### Part B Project Approval Executive Transmittal

**Attachment:** See attached



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## Condition(s) from Previous Stage(s):

Condition

Assessment

Agency/state Entity Response

Status

If "Other," specify:

If "Other," specify:

If "Other," specify:

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. **Note: DGS Solicitation package posted on Fi\$Cal 2/28/19.**

### 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

Evaluation Area	Maximum Possible Score
	See table included in RFP Section 6 - Evaluation
<b>Total Points Possible:</b>	

### Insert Evaluation Area

	Yes	No	N/A
3. Is the Bidder's Library complete and ready for vendor access?	<input type="checkbox"/>	<input checked="" 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"/>	



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6. Has the Agency/state entity completed development of the bidder and key staff qualifications and the bidder and key staff references? ☐ ☐ ☒

**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? ☒ ☐

8. Will the Agency/state entity require the bidder to demonstrate any solution requirements? ☒ ☐

If "Yes," attach the demonstration script below.

Attachment: See attached Top Ten Functions for Demo

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:

### 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:<br>Attachment: <b>Refer to DGS</b> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**This option will be exercised in the event negotiations are necessary to ensure that the CHP will receive the best value and/or the most cost-efficient goods, services, and information technology.**

### 3.17 Protest Processes

1. 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: **Traditional protest process to be followed. Refer to DGS APP process.**
- If the protest process is "N/A" for the solicitation, provide an explanation below:
- ....

### 3.18 Project Management Planning

- |  | Yes                                 | No                                  | N/A                      |
|--|-------------------------------------|-------------------------------------|--------------------------|
| 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? |                                     |                                     |                          |
| <b>Project Management Plan</b><br>If "No," provide the status below; if "N/A," provide an explanation below:<br><br>Draft complete   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <b>Change Control Management Plan</b><br>If "No," provide the status below; if "N/A," provide an explanation below:<br><br>Included in the Project Management Plan                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <b>Configuration Management Plan</b><br>If "No," provide the status below; if "N/A," provide an explanation below:   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



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Included in the Project Management Plan

In Development – Finalization will occur after contract award. The Contractor will be responsible for the Configuration of the WMVARS. The configuration process and management included in the current plan is draft and will require collaboration with the Contractor.

### Data Management Plan

☒ ☐ ☐

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

Included in the Project Management Plan

### Maintenance & Operations (M&O) Transition Management Plan

☒ ☐ ☐

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

Included in the Project Management Plan

Plan will be revisited after contract award.

### Procurement Management Plan

☒ ☐ ☐

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

Included in the Project Management Plan

### Quality Management Plan

☒ ☐ ☐

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

Included in the Project Management Plan

### Testing Master Plan

☒ ☐ ☐

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

Included as a separate plan – WMVARS Test Plan

### Security Management Plan

☐ ☐ ☒

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

Information Security is built into the WMVARS project via the defined Governance and Communication Management Plans. In addition, all security requirements have been incorporated into the solicitation package and specifications.

### Business Continuity Management Plan (including Technology Recovery Plan)

☐ ☐ ☒

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

Business Continuity is built into the WMVARS project via the Enterprise Technology Recovery Plan (last updated October 31, 2018). In addition, all business continuity requirements have been incorporated into the solicitation package and specifications. Plan will be revisited after contract award.

### Risk Management Plan

☒ ☐ ☐

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

Included in the Project Management Plan

## 3.19 Staffing Allocation

Project Team Role

Project Manager

If “Other,” specify:



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Quantity	1	
Level of Participation	FY 18/19 - 10%; FY 19/20 - 70%; FY 20/21 - 40%	
Classification (State Resources Only)	Other	If "Other," specify: <b>Information Technology Manager I</b>
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	SME	If "Other," specify:
Quantity	1	
Level of Participation	FY 18/19 - 5%; FY 19/20 - 25%; FY 20/21 - 25%	
Classification (State Resources Only)	Other	If "Other," specify: <b>Sergeant (RPS)</b>
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	SME	If "Other," specify:
Quantity	2	
Level of Participation	FY 18/19 - 5%; FY 19/20 - 25%; FY 20/21 - 25%	
Classification (State Resources Only)	Other	If "Other," specify: <b>Officer</b>
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: <b>Training</b>
Quantity	4	
Level of Participation	FY 18/19 - 5%; FY 19/20 - 30%; FY 20/21 - 25%	
Classification (State Resources Only)	Other	If "Other," specify: <b>Officer</b>
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Business Analyst	If "Other," specify:
Quantity	1	
Level of Participation	FY 18/19 - 30%; FY 19/20 - 20%; FY 20/21 - 20%	
Classification (State Resources Only)	Associate Governmental Program Analyst	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	
Project Team Role	Other	If "Other," specify: <b>IT Operations support</b>
Quantity	3	
Level of Participation	FY 18/19 - 100%; FY 19/20 - 100%; FY 20/21 - 100%	
Classification (State Resources Only)	Other	If "Other," specify: <b>IT Specialist I, Range C</b>
Source	New	
Tenure/Time Base	Permanent	



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Project Team Role	Other	If "Other," specify: <b>Field Operations Support</b>
Quantity	12	
Level of Participation	FY 18/19 - 100%; FY 19/20 -100%; FY 20/21 - 100%	
Classification (State Resources Only)	Other	If "Other," specify: <b>IT Associate</b>
Source	New	
Tenure/Time Base	Permanent	
Project Team Role	Contract Manager	If "Other," specify:
Quantity	1	
Level of Participation	FY 18/19 – 15%; FY 19/20 -30%; FY 20/21 – 25%	
Classification (State Resources Only)	Staff Services Manager I	If "Other," specify:
Source	Redirected	
Tenure/Time Base	Permanent	

### 3.20 Final Solicitation Package Submission

#### Attachment: (File Attachment)

See attached – RFP Event ID 0000011599 Final, Exhibit 8.2 Key Action Dates, Exhibit 8.11 Narrative Response, Exhibit 8.14 Customer Reference Form, Exhibit 8.19 WMVARS Specification, Exhibit 8.19A - CHP Statement of Work, and Exhibit 8.21 – Cost Worksheet

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

Original "New Submission" Date	3/22/2019	
Form Received Date	3/22/2019	
Form Accepted Date	3/22/2019	
Form Status	Completed	
Form Status Date	6/06/2019	
Form Disposition	Approved	If "Other," specify:
Form Disposition Date	6/06/2019	