



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: [3940 - Water Resources Control Board, State](#)
If Agency/entity is not in the list, then enter here. [Click or tap here to enter text.](#)
2. Proposal Name: [Water Technical Access Portal \(WaterTAP\)](#)
3. Department of Technology Project Number (0000-000): 3940-105
4. S3SD Version Number: [Version 1](#)
5. CDT Billing Case Number: 3NX
Don't have a Case Number? [Click here to get one.](#)

3.2 Submittal Information

1. Contact Information
Contact Name: [Cheryl Holden](#)
Contact Email: Cheryl.Holden@waterboards.ca.gov
Contact Phone: [916-327-0003](#)
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.
See attachment 3.2.3 Project Approval Executive Transmittal

4. Attach updated [Procurement Assessment Form](#) with Stage 3 information to your email submission.

See attachment 3.2.4 Procurement Assessment Form

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.

Please see the following attachments:

3.3.1 WaterTAP Stage 3 Functional and Non-Functional 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? **No**

If "Yes," explain:

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

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:

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

3. **Attach the updated To-Be Workflow(s) to your email submission.** Please see the following attachments:

3.3.3 To-Be Process Flows

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.

3.3.4 Statement of Work

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.

3.4_Project and Procurement Roadmap-Critical Path – PDF file of the baseline critical path for PAL stages 3&4.

3.4_Project and Procurement Roadmap-Ancillary – PDF file of the IV&V procurement schedule.

3.4_SWRCB WaterTAP_02 – MS Project file of the entire schedule for PAL stages 3&4.

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: Complete

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

Status: Complete

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

Status: Complete

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

Status: Complete

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

Status: Complete

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

Status: Complete

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

Status: Complete

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

Status: Complete

Other (enter name) [Click here to enter text.](#) Plan:Not applicable

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. Please see the following attachments:

 Phase1_Solicitation-2022-11-18.zip

3.7 Ancillary Procurements

1. Attach all in-progress and completed ancillary procurement documents to your email submission. Please see the following attachments:

S3_3.7_24-052-280 213 Approved

S3_3.7_24-052-280 215 Approved

S3_3.7_24-052-280 Termination Notice

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:

6/29/2026

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:Project Manager

If "Other," specify:

Roles/Responsibilities or Tasks: Project Management

Status:Complete

CDT STP Conducted: No

Procurement Type:IT-MSA

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

Length of Contract: five (5) months (Terminated 8/14/2025)

Service Type:Project Manager

If "Other," specify:

Roles/Responsibilities or Tasks: Project Management

Status:In-Progress

CDT STP Conducted: No

Procurement Type:IT-MSA

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

Length of Contract: three (3) years

Service Type:Other

If "Other," specify: [Independent Verification & Validation \(IV&V\)](#)

Roles/Responsibilities or Tasks: Technical Project Oversight

Status:Planned

CDT STP Conducted: No

Procurement Type:IT-MSA

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

Length of Contract: two (2) 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: 9/22/2025

Form Received Date: 9/22/2025

Form Accepted Date: 9/22/2025

Form Status: Completed

Form Status Date: 11/20/2025

Form Disposition: Approved

Form Disposition Date: 11/20/2025