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: 0860 - Equalization, State Board of**

   If Agency/entity is not on the list, then enter here with the organization code.

   Click or tap here to enter text.

2. **Proposal Name: BOE IT Modernization Project**
3. **Department of Technology Project Number (0000-000): 0860-100**
4. **S3SD Version Number: Version 1**
5. **CDT Billing Case Number: CS0002634**

   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: Harry Pon

   Contact Email: harry.pon@cdtfa.ca.gov

   Contact Phone: (916) 309-1738

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):

   No Conditions

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? 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.

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: Draft is complete. Will continue to refine in PAL stage 4.

Risk Management Plan (Approved):Yes

Status: Click or tap here to enter text.

Issue and Action Item Management Plan (Approved):Yes

Status: Click or tap here to enter text.

Change Control Management Plan (Approved):Yes

Status: Click or tap here to enter text.

Quality Management Plan (Approved):Yes

Status: BOE’s initial plan is now established. The project team will collaborate with the selected contractor to further develop and consolidate it into a single comprehensive quality management plan.

Testing Management Plan (Approved):Yes

Status: BOE’s initial plan is now established. The project team will collaborate with the selected contractor to further develop and consolidate it into a single comprehensive test plan.

Security Management Plan (Approved):Yes

Status: BOE’s initial plan is now established. The project team will collaborate with the selected contractor to further develop and consolidate it into a single comprehensive security management plan.

Contract Management Plan (Updated Draft):Yes

Status: The draft is complete and will be updated as contract details emerge with the final bidder.

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? Yes

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

   11/16/2026

   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: Other

   If "Other," specify: IV&V Consultant

   Roles/Responsibilities or Tasks:

   IV&V Project Management and Oversight (Task 1.0)

   1.1 IV&V Management Plan

   Task and Responsibility: Develop an IV&V Management Plan that describes the activities, personnel, standards, and methodology for conducting the IV&V services. The IV&V Management Plan must be provided within 30 days of Contract execution.

   Review the IV&V Management Plan quarterly and provide updates to remain in alignment with Project activities and processes. Deliverable: IV&V Management Plan

   1.2 IV&V Work Plan

   Task and Responsibility: Develop a work plan compatible with MS Project that schedules and tracks the IV&V activities, including anticipated delivery dates for all IV&V deliverables (IV&V Work Plan). The IV&V work plan must be developed in accordance with the Project's schedule management plan. The IV&V Work Plan must be provided within 30 days of Contract execution. Provide updates to the work plan monthly to report status and remain in alignment with the Project's master schedule. Deliverable: IV&V Work Plan

   Tasks, Responsibilities, & Deliverables

   1.3 IV&V Monthly Activity Reports

   Task and Responsibility: Provide reports that summarize the results of IV&V tasks performed for the reporting month. These reports may include updates to prior activity reports. Each monthly activity report shall contain:

   a) Activities Completed within the Reporting Period: a description of the IV&V tasks performed and the status of the associated deliverables.

   b) Work in Progress: activities and deliverables currently underway.

   c) Scheduled Status: compares completed tasks and deliverables against those scheduled to date, and includes explanations of schedule variances, and recommendations for mitigating the variances.

d) Work to Be Completed: IV&V activities and deliverables expected to be completed within the next reporting period.

e) Issues, Problems, and Resolutions: includes a summary of anomalies and the resolutions; identification of technical project and schedule risks; assessment of software quality processes; and IV&V recommendations. Deliverable: IV&V Monthly Activity Reports

1.4 Management and Technical Reviews

Task and Responsibility: Provide IV&V results at Project defined management, technical, and code review meetings. Evaluate review materials, attend events, and provide comments, risks and issues found in the course of the evaluation. It is anticipated these review meetings will occur at a rate of two (2) per month.

Project Approval Lifecycle (PAL) IV&V (Task 2.0)

Tasks, Responsibilities, & Deliverables

2.1 Business Processes and Systems Documentation

Task and Responsibility: Evaluate the current business processes documentation for correctness, consistency, completeness, accuracy and readability. (S2AA)

Evaluate the to-be business processes for correctness, consistency, completeness, accuracy and readability. Verify the Project has plans in place to transition from the current business processes to the to-be business processes. (S3SD)

Tasks, Responsibilities, & Deliverables

2.2 Requirements Evaluation

Task and Responsibility: Evaluate the mid-level and detail solution requirements for correctness, consistency, completeness, accuracy, readability, and the appropriate level of detail. Verify the requirements satisfy user needs and are consistent with the business processes and Project objectives. (S2AA)

Evaluate the complete solution requirements for correctness, consistency, completeness, accuracy, readability. Verify the requirements satisfy the user and acquisition needs, are consistent with and traceable to the mid-level solution requirements. (S3SD)

Evaluate the requirements baseline for correctness, consistency, completeness, accuracy, readability and testability. Verify all the solution requirements are consistent with and traceable to the solution requirements. (S4PRA)

2.3 Solution Alternatives Evaluation (S2AA)

Task and Responsibility: Verify the recommended solution can satisfy user needs and the mid-level and detail requirements associated with the solution, and that it supports Project objectives.

Verify that viable alternatives were identified and documented within the PAL documentation.

2.4 Solicitation Document Review (S3SD)

Task and Responsibility: Review and make recommendations on the solicitation documents relative to their ability to adequately inform potential contractors about Project objectives, requirements, risks, etc.

Verify the evaluation criteria are consistent with Project objectives, metrics based, and clearly articulated in the solicitation documents.

This task may be iterative as the pre-solicitation process and addendums may significantly alter the content of the solicitation documents.

2.5 Contractor Contract Review (S4PRA)

Task and Responsibility: Review the Contractor Contract to verify:

a) Procedures are documented for managing requirements changes and for identifying the management hierarchy to address problems.
b) Procedures are documented for interface and cooperation among parties.
c) States that the Contractor will participate in the IV&V process and be cooperative for coordination and communication of information.
d) Verify the contract is being fulfilled per the contract terms

2.6 PAL IV&V Reports

Task and Responsibility: Within the IV&V monthly reports during PAL, provide a report for each Stage of the PAL process (S2AA, S3SD, S4PRA) to include the results of all tasks performed for that Stage, the status of identified anomalies, and any risks/issues to be addressed in the next Stage.

Support Process IV&V (Task 3.0)

Tasks, Responsibilities, & Deliverables

3.1 Interface with Supporting Processes

Task and Responsibility: Coordinate the IV&V effort with the Project's supporting processes such as risk management, issue management, change control, etc. Identify the data to be exchanged with these processes and document within the IV&V Management Plan.

3.2 Change Management Assessment

Task and Responsibility: Review and make recommendations on the change management plans and procedures. Verify alignment with Contract terms.
Evaluate proposed changes for effects on the system and previously completed activities.
Validate the change is consistent with requirements and does not adversely affect requirements directly or indirectly.

3.3 Configuration Management Assessment

Task and Responsibility: Review and make recommendations on the configuration management (CM) plans and procedures associated with the development process. Verify all critical development artifacts are maintained under appropriate controls, source and object libraries are maintained for each version, and mechanisms are in place to prevent unauthorized changes.

3.4 Quality Management Assessment

Task and Responsibility: Review and make recommendations on the Project's Quality Assurance (QA) plans, procedures and organization. Monitor the performance of the QA organization to ensure procedures are followed and quality metrics reported accurately.
Verify that the quality of all products produced by the Project is monitored by formal reviews and signoffs.

3.5 Risk Analysis

Task and Responsibility: Identify any technical and management risks discovered in the course of any IV&V task and provide recommendations to eliminate, reduce, or mitigate the risk.

Identified risks and updates to the risk analysis are to be included in the IV&V Monthly Activity Reports.

3.6 Support Process IV&V Task Reports

Task and Responsibility: Within the IV&V monthly reports, provide task reports for tasks 3.2 through 3.5. Task reports shall include a brief description of the task, the methodology for performing the task, task results, anomalies detected, and any risks or issues identified while executing the task. Task reports for multiple Support Process IV&V tasks may be combined into a single document.

Deliverables and Requirements IV&V (Task 4.0)

Tasks, Responsibilities, & Deliverables

4.1 Requirements Management Plan Assessment

Task and Responsibility: Review and make recommendations on the Project's plans, processes, procedures and tools for managing requirements.

4.2 Deliverables and Requirements Evaluation

Task and Responsibility: Evaluate the deliverables and requirements for correctness, consistency, completeness, accuracy, readability and testability.

Evaluate the allocation of system requirements to hardware and software requirements.

4.3 Interface Analysis

Task and Responsibility: Verify the requirements for interfaces with other systems are correct, complete, accurate, and testable.

Verify appropriate relationships are in place with all organizations supporting the interfaces.

4.4 Traceability Analysis

Task and Responsibility: Verify requirements can be traced through design, code and test artifacts to verify that the system performs as intended and contains no unnecessary elements.

Evaluate identified relationships for correctness, consistency, completeness, and accuracy.

This task is iterative and anticipated to be repeated as the artifacts from each development phase are incorporated.

4.5 Security Analysis

Task and Responsibility: Evaluate the requirements from a security perspective and assure that potential security risks with respect to confidentiality, integrity, availability, and accountability have been identified.

Consider security risks introduced by the system itself as well as those associated with the environment.

Verify the system security requirements will mitigate the identified security risks to an acceptable level.

4.6 Deliverables and Requirements IV&V Task Reports

Task and Responsibility: Within the IV&V monthly reports, provide task reports for tasks 4.1 through 4.5. Task reports shall include a brief description of the task, the methodology for performing the task, task results, anomalies detected, and any risks or issues identified while executing the task. Task reports for multiple Requirements IV&V tasks may be combined into a single document.

Design IV&V (Task 5.0)

Tasks, Responsibilities, & Deliverables

5.1 System Architecture Design Evaluation

Task and Responsibility: Evaluate the system architectural design for correctness, consistency, completeness, and testability.

5.2 Software Design Evaluation

Task and Responsibility: Evaluate the software design elements for correctness, consistency, completeness, accuracy, readability, and testability.

5.3 Interface Design Evaluation

Task and Responsibility: Evaluate the interface designs between system elements and with other systems for correctness, consistency, completeness, accuracy, and testability.

5.4 Centralized Storage, Enterprise Content Management, and Database Design Evaluation

Task and Responsibility: Evaluate enterprise content management, storage, and database designs to determine if they meet system requirements for content searchability, maintainability, scalability, refreshability, concurrence, normalization, performance, and data integrity, adherence to BOE data governance policies, and make recommendations to improve data integrity and system performance.

Review and make recommendations to plans and processes for administering the storage architecture, enterprise content management, and database, including backup, recovery and performance analysis.

5.5 Data Governance Policies Adherence Analysis

Task and Responsibility: Evaluate all data governance polices are being adhered to for all data migrations, business data intake and storage, metadata strategies are applied and automated data cataloging is being performed and working.

Review and make any recommendations to the BOE Data Governance policies for administering all business data.

5.6 Security Analysis

Task and Responsibility: Evaluate the system and software designs from a security perspective. Verify identified security requirements are adequately addressed in the system and software designs. Consider security risks introduced by the system itself as well as those associated with the environment.

Verify the identified security threats and vulnerabilities are prevented, controlled or mitigated within the system's design.

5.7 Design IV&V Task Reports

Task and Responsibility: Within the IV&V monthly reports, provide task reports for tasks 5.1 through 5.6. Task reports shall include a brief description of the task, the methodology for performing the task, task results, anomalies detected, and any risks or issues identified while executing the task. Task reports for multiple Design IV&V tasks may be combined into a single document.

Build IV&V (Task 6.0)

Tasks, Responsibilities, & Deliverables

6.1 Development Process and Product Standards Assessment
Task and Responsibility: Review and make recommendations on all defined process and product standards associated with the system development. Verify all process definitions and standards are complete, clear, consistent, compatible, up-to-date and readily accessible to Project personnel.
6.2 Development Environment and Tools Assessment
Task and Responsibility: Evaluate the development environment to determine if its capabilities are adequate to meet system development requirements, is maintainable and upgradeable, and demonstrates a degree of integration compatible with good development.
6.3 System Element Implementation Analysis
Task and Responsibility: Evaluate the system element artifacts to derive an evolving assessment of each system element's performance and to recommend corrective actions to mitigate any projected performance shortfalls.
Verify hardware components are compatible with the existing processing environment, maintainable, and easily upgradeable.
6.4 Source Code and Source Code Documentation Evaluation Task and Responsibility:
Evaluate the source code components and associated documentation for security, correctness, integrity (no embedded malicious data-stealing bots or programs), consistency, completeness, accuracy, readability, and testability. Ensure proper commenting is done and, in particular, the BOE requirement for commenting code at key strategic operational points (TBD).
6.5 Security Analysis
Task and Responsibility: Verify the implementation is completed in accordance with the system architecture and design in that it addresses the identified security risks, and the implementation does not introduce new security risks.
Verify the identified security threats and vulnerabilities are prevented, controlled, or mitigated.
6.6 Build IV&V Task Reports
Task and Responsibility: Within the IV&V monthly reports, provide task reports for tasks 6.1 through 6.5. Task reports shall include a brief description of the task, the methodology for performing the task, task results, anomalies detected, and any risks or issues identified while executing the task. Task reports for multiple Build IV&V tasks may be combined into a single document.

Test IV&V (Task 7.0)
Tasks, Responsibilities, & Deliverables
7.1 Software Component (Unit) Testing
Task and Responsibility: Verify the software component test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format and content.
Validate the software component test plan is traceable to the software requirements and design, is consistent, and provides test coverage of all units.
Validate the software component test designs, cases, and procedures are complete, traceable to requirements, and consistent with the test plan.
Use the software component test results to verify the system satisfies the test acceptance criteria.

7.2 Software Integration Testing

Task and Responsibility: Verify the software integration test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format and content.
Validate the software integration test plan is traceable to the software requirements and design, is consistent, provides test coverage of software requirements, contains appropriate test standards and methods and provides conformance to expected results.
Validate the software integration test designs, cases, and procedures are complete, traceable to requirements, and consistent with the test plan.
Use the software integration test results to verify the system satisfies the test acceptance criteria.

7.3 STARS Solution Functional Testing

Task and Responsibility: Verify the STARS solution functional test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format, content, and expected outcomes.
Validate the STARS solution functional testing is traceable to the software requirements and design, is consistent, provides test coverage of software requirements, contains appropriate test standards and methods and provides conformance to expected results.
Validate the STARS solution functional test designs, cases, and procedures are complete, traceable to deliverables, requirements, and consistent with the test plan.
Use the STARS solution functional test results to verify the system satisfies the functional test acceptance criteria.

7.4 STARS Solution Performance Testing

Task and Responsibility: Verify the STARS solution performance test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format, content, and expected outcomes.
Validate the STARS solution performance testing is traceable to the software requirements and design, is consistent, provides test coverage of performance requirements, contains appropriate test standards and methods, and provides conformance to expected results.
Validate the STARS solution performance test designs, cases, and procedures are complete, traceable to deliverables, requirements, and consistent with the test plan.
Use the STARS solution performance test results to verify the system satisfies the performance test acceptance criteria.

7.5 User Acceptance Testing (UAT)

Task and Responsibility: Verify the STARS user acceptance test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format, content, and expected outcomes.
Validate the STARS user acceptance testing is traceable to the software requirements and design, is consistent, provides test coverage of performance requirements, contains appropriate test standards and methods, and provides conformance to expected results.
Validate the STARS user acceptance test designs, cases, and procedures are complete, traceable to deliverables, requirements, and consistent with the test plan.
Use the STARS user acceptance test results to verify the system satisfies the performance test acceptance criteria.

Ensure STARS solution changes as a result of user acceptance findings are implemented and retested in the STARS solution.

7.6 Software Acceptance Testing

Task and Responsibility: Verify the software acceptance test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format and content.
Verify the software acceptance test plan addresses test coverage of acceptance requirements, expected results, and the feasibility of operation and maintenance.
Validate the software acceptance test designs, cases, and procedures are complete, traceable to requirements, and consistent with the test plan.
Use the software acceptance test results to verify the system satisfies the test acceptance criteria.

7.7 System Integration Testing

Task and Responsibility: Verify the system integration test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format and content.
Validate the system integration test plan is traceable to the system requirements, is consistent, provides test coverage of system requirements, contains appropriate test standards and methods and provides conformance to expected results.
Validate the system integration test designs, cases, and procedures are complete, traceable to requirements, provides complete coverage, and is consistent with the test plan.
Use the system integration test results to verify the system satisfies the test acceptance criteria.

7.8 System Acceptance Testing

Task and Responsibility: Verify the system acceptance test plans, designs, cases, and procedures conform to the Project-defined test document purpose, format and content.
Verify the system acceptance test plan addresses test coverage of acceptance requirements, expected results, and the feasibility of operation and maintenance.
Validate the system acceptance test designs, cases, and procedures are complete, traceable to the system requirements, and consistent with the test plan.
Use the system acceptance test results to verify the system satisfies the test acceptance criteria.

7.9 Security Analysis

Task and Responsibility: Verify the implemented system does not increase the security risk.
Verify the identified security threats and vulnerabilities are prevented, controlled, or mitigated.

7.10 Test IV&V Task Reports

Task and Responsibility: Within the IV&V monthly reports, provide task reports for tasks 7.1 through 7.9. Task reports shall include a brief description of the task, the methodology for performing the task, task results, anomalies detected, and any risks or issues identified while executing the task. It may be necessary to iterate the Test IV&V tasks as first plans, then designs, cases, and finally procedures are developed. An additional iteration is expected once the tests have been conducted and results made available. Task reports for multiple Test IV&V tasks may be combined into a single document.

Deployment IV&V (Task 8.0)

Tasks, Responsibilities, & Deliverables

8.1 Organizational Change Management (OCM) Assessment

Task and Responsibility: Review and make recommendations on the OCM plans and procedures. Verify the plan has the strategy, management backing, resources, skills and incentives necessary for effective change.
Verify resistance to change is anticipated and prepared for at each step and has the appropriate leadership.

8.2 Transition Strategy Evaluation

Task and Responsibility: Verify the transition strategy has a defined approach to establishing the system in the operational environment that is consistent with requirements. Verify the transition strategy is comprehensive and includes the following:

a) All the system parts and the system whole are included.
b) Transition schedule and sequence.
c) Identification of transition tools, equipment and instructions.
d) Archiving system artifacts, such as documentation and source code.
e) Impact to interfacing systems in terms of transition timing and transition impacts.
f) Continuity of capabilities when replacing or upgrading a legacy system.
g) Site preparation for installation and legacy system retirement, storage, and/or incorporation.
h) Ensure all risk items are mitigated and resolved.
i) All knowledge transfer necessary to modify, maintain, and operate the STARS solution is complete to CDTFA and BOE team.
j) All training and training material has been completed and documentation provided per RFP and SOW.
k) Provisions for documentation of the process results.
l) A fallback or back-out plan in case of unsuccessful transition and other risk mitigation considerations.

8.3 Data Conversion Assessment

Task and Responsibility: Review and make recommendations on the data conversion plans, procedures and tools relative to making the conversion process more efficient and on maintaining the integrity of the data during conversion. Verify data governance and procedures are being followed to review the converted data for accuracy and completeness, and data clean-up activities are performed.

8.4 User Training Assessment

Task and Responsibility: Review and make recommendations on the training provided to system users. Verify the training provided is directly related to the business process and required job skills, and materials are user-friendly. Verify the training's effectiveness is evaluated and monitored.

8.5 Installation Configuration Audit

Task and Responsibility: Validate all software products required to correctly install and operate the software are present in the installation package.
Verify supplied values for all site-dependent parameters or conditions are correct.

8.6 Operational Readiness Assessment

Task and Responsibility: Evaluate operational readiness by analyzing installation and checkout data, test results and documented anomalies, risks, and issues for all the key operational objectives ot the STARS solution:

a) Full service e-File web portal is created
b) Tax and Valuation Computation “Engine” per BOE and PRC business rules is operational to the dollar
c) Scalable and Searchable Centralized Storage Environment is Created
d) Data Governance Policy was and continues to adhere to all data matters
e) Operational Case Management
f) Paperless and Mass Mailing System is Adopted
g) Data Visualization and Dashboarding is Enabled
h) Broadband connectivity if created and working with the STARS Soltuion
i) Audit and Appraisal Effiencies have been created and implemented
j) Verify the complete installation of required installation items. Verify the system components initialize, execute, and terminate as specified.

8.7 Security Analysis

Task and Responsibility: Verify that the installed system does not introduce new or increased vulnerabilities or security risks.

Verify the identified security threats and vulnerabilities are prevented, controlled, or mitigated.

8.8 Deployment IV&V Task Reports

Task and Responsibility: Within the IV&V monthly reports, provide task reports for tasks 8.1 through 8.6. Task reports shall include a brief description of the task, the methodology for performing the task, task results, anomalies detected, and any risks or issues identified while executing the task. Task reports for multiple Deployment IV&V tasks may be combined into a single document.

Post-Deployment IV&V (Task 9.0)

Tasks, Responsibilities, & Deliverables

9.1 Operations and Maintenance Procedures Assessment (Optional)

Task and Responsibility: Evaluate the operational procedures to verify conformance to the operational requirements and consistency with the user documentation.

9.2 Post-Deployment IV&V Task Reports

Task and Responsibility: Within the IV&V monthly reports, provide task report for task 9.1. Task report shall include a brief description of the task, the methodology for performing the task, task results, anomalies detected, and any risks or issues identified while executing the task. Task reports for multiple Deployment IV&V tasks may be combined into a single document.

Project Closure (Task 10.0)

Tasks, Responsibilities, & Deliverables

10.1 STARS Solution and System Acceptance Report

Task and Responsibility: Prepare recommendations concerning solution and system acceptance, including an assessment of the software quality and the conformance to the solution and system requirements. Deliverable: System Acceptance Report

10.2 Final IV&V Report

Task and Responsibility: Develop a Final IV&V Report that summarizes the IV&V activities, tasks, results, anomalies and dispositions, and provides an evaluation of the overall STARS solution and system quality. The report will also include an assessment of the STARS Solution and system robustness and potential weak points within the architecture, make recommendations where the system, hardware, software, interfaces, and documentation could be improved, and specify technical lessons learned for inclusion in the Post Implementation Evaluation Report (PIER). Deliverable: Final IV&V Report

Status: In-Progress

CDT STP Conducted: Yes

Procurement Type: Other

If "Other," specify: (TDDC) MSA

Length of Contract: 24 months

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: 05/07/2026.

Form Received Date: 05/28/2026.

Form Accepted Date: 05/28/2026.

Form Status: Completed

Form Status Date: 06/01/2026.

Form Disposition: Approved

Form Disposition Date: 06/01/2026