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: 3900 - Air Resources Board, State**

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

   Air Resources Board (ARB) - 3900

2. **Proposal Name: Building Embodied Carbon Reporting Tool (BECRT)**
3. **Department of Technology Project Number (0000-000): 3900-078**
4. **S3SD Version Number: Version 1**
5. **CDT Billing Case Number: CS0070041**

   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: Liang Liu

   Contact Email: Liang.Liu@arb.ca.gov

   Contact Phone: (279) 208-7843

2. **Submission Type: New Submission**

   If Withdraw, select Reason: Other

   If Other, specify reason here: N/A

   Sections Changed if an update or resubmission: (List all the sections that changed.)

   N/A

   Summary of Changes: (Summarize updates made.)

   N/A

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 were imposed in the Stage 2 Alternatives Analysis approval letter from CDT. CARB received unconditional approval to proceed with Stage 3 Solution Analysis.

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. **Attached**

   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. **Attached**

3.4 Project and Procurements Roadmap

Attach a Project and Procurements Roadmap or Summary to the submission. **Attached**

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: 3.5_BECRT_Project_Management_Plan — Approved by CARB. Available for CDT review.

Risk Management Plan (Approved):Yes

Status: 3.5_BECRT_Risk_Management_Plan — Approved by CARB. Available for CDT review.

Issue and Action Item Management Plan (Approved):Yes

Status: 3.5_BECRT_Issue_Management_Plan — Approved by CARB. Available for CDT review.

Change Control Management Plan (Approved):Yes

Status: 3.5_BECRT_Change_Control_Management_Plan — Approved by CARB. Available for CDT review.

Quality Management Plan (Approved):Yes

Status: 3.5_BECRT_Quality_Management_Plan — Approved by CARB. Available for CDT review.

Testing Management Plan (Approved):Yes

Status: 3.5_BECRT_Testing_Management_Plan — Approved by CARB. Available for CDT review.

Security Management Plan (Approved):Yes

Status: 3.5_BECRT_Security_Management_Plan — Approved by CARB. Available for CDT review.

Contract Management Plan (Updated Draft):Yes

Status: 3.5_BECRT_Contract_Management_Plan — Updated Draft. Available for CDT review.

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. **Attached**

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. **Attached**
2. Has the project begun procurement activities for Independent Verification and Validation (IV&V) services per the State Administrative Manual Section 4940.3? Choose an item.

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

   10/1/2026

   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

   Roles/Responsibilities or Tasks: Independent monitoring of project progress, technical deliverables, and compliance with approved project authority; monthly Independent Project Oversight Reports (IPOR) per SAM § 4940.3

   Status: Complete

   CDT STP Conducted: No

   Procurement Type:IT-MSA

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

   Length of Contract: Through Project Close

   Service Type: Project Manager

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

   Roles/Responsibilities or Tasks: Facilitate communications between Stakeholders, CDT and CalEPA Oversight; Facilitate project initiation, monitoring and control activities; Create, maintain project schedule and adherence to the timelines.

   Status: Complete

   CDT STP Conducted: No

   Procurement Type:IT-MSA

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

   Length of Contract: 03/31/2029

   Service Type: Business Analyst

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

Roles/Responsibilities or Tasks: Lead business process development and re-engineering efforts, requirements documentation in collaboration with Program, Technical and Vendor teams; Recommend improvements to business processes, maintain details requirements documentation, backlogs and traceability.

Status: Complete

CDT STP Conducted: No

Procurement Type:IT-MSA

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

Length of Contract: 03/09/2027

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: 7/13/2026

Form Received Date: 7/13/2026

Form Accepted Date: 7/13/2026

Form Status: Completed

Form Status Date: 7/23/2026

Form Disposition: Approved

Form Disposition Date: 7/23/2026