



DR. SHIRLEY N. WEBER
CALIFORNIA SECRETARY OF STATE



CAL-ACCESS REPLACEMENT SYSTEM (CARS) PROJECT UPDATE FOR THE SENATE COMMITTEE ON ELECTIONS AND CONSTITUTIONAL AMENDMENTS

NOVEMBER 29, 2022

9AM - 11AM

1021 O STREET, SWING SPACE ROOM, #2200



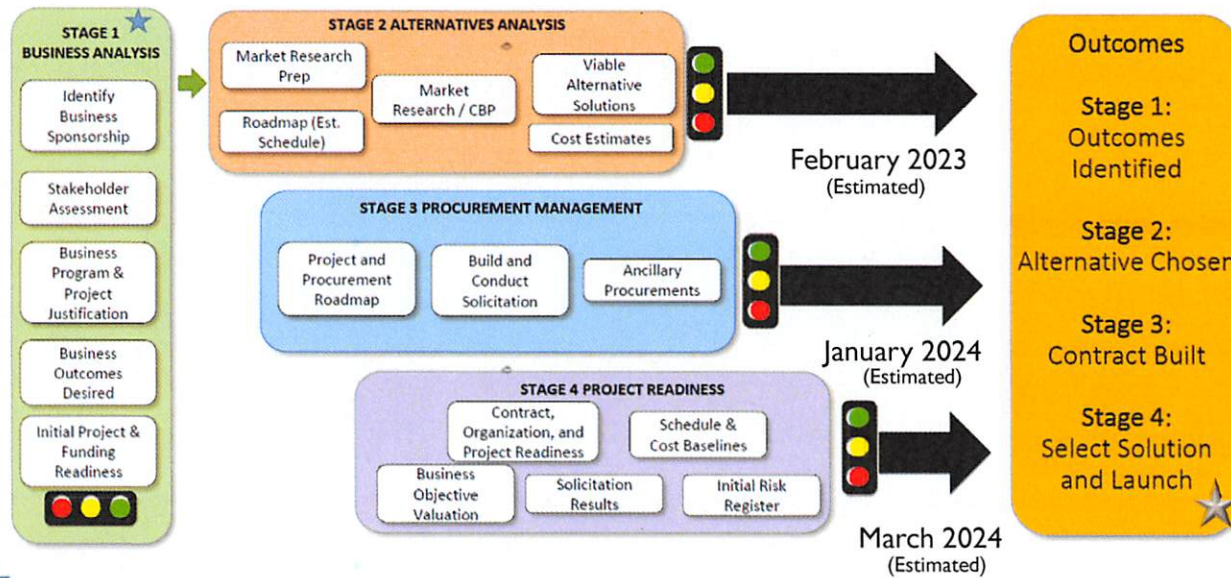
AGENDA



- Introductions
- CARS Project Approval Process
 - Stage 1 Business Analysis
 - Stage 2 Alternatives Analysis
- Procurement
- Stakeholder Engagement
- Planning Activities and Schedule



CALIFORNIA DEPARTMENT OF TECHNOLOGY PROJECT APPROVAL LIFECYCLE PROCESS



★ Completed July 26, 2022

STAGE I – BUSINESS ANALYSIS – COMPLETED



- Stage I – Business Analysis (SIBA) is completed
- Approved by the CDT on July 26, 2022
- SIBA includes:
 - Identified Project Sponsor and Stakeholders
 - Project Justification including alignment with both Program and IT Strategic Planning
 - Desired Program Outcome Objectives using SMART metrics
 - Initial Program Complexity Assessment

STAGE 2 – ALTERNATIVES ANALYSIS – IN PROGRESS



- Stage 2 Alternatives Analysis Activities include:
 - Project Charter (completed)
 - Governance Plan (completed)
 - Mid-Level Business Requirements Gathering (in progress)
 - Market Research and Alternatives Analysis (in progress)
 - Data Readiness Activities (in progress)
 - Project Schedule and Budget Estimates (in progress)
 - Project Management Plans, including, Scope Management Plan, Communications Plan, Requirements Management, Schedule Management, etc. (in progress)

PROJECT PROCUREMENT



- Through a competitive procurement, Aptakrit Technology Solutions has been acquired as the CARS Project planning contractor. Contractor activities include:
 - Conduct market research and prepare alternatives analysis report (Stage 2)
 - Develop the solicitation document to acquire a system integrator (Stage 3)
- Acquire Independent Verification and Validation (IV&V) services and Organizational Change Management (OCM) contractors. (Stage 2)
- Select a System Integrator to develop the new solution through the competitive solicitation document process. Estimated to be onboarded during the second quarter of FY 2024/25 (Stage 4)

PROJECT STAKEHOLDER ENGAGEMENT



- Monthly recurring meetings for external project stakeholders are scheduled for the first Wednesday of each month and started on October 5.
- Initial working group meetings will be scheduled before the end of November for:
 - Data Filers
 - Data Consumer
 - Software Vendors
 - State Partner Agencies

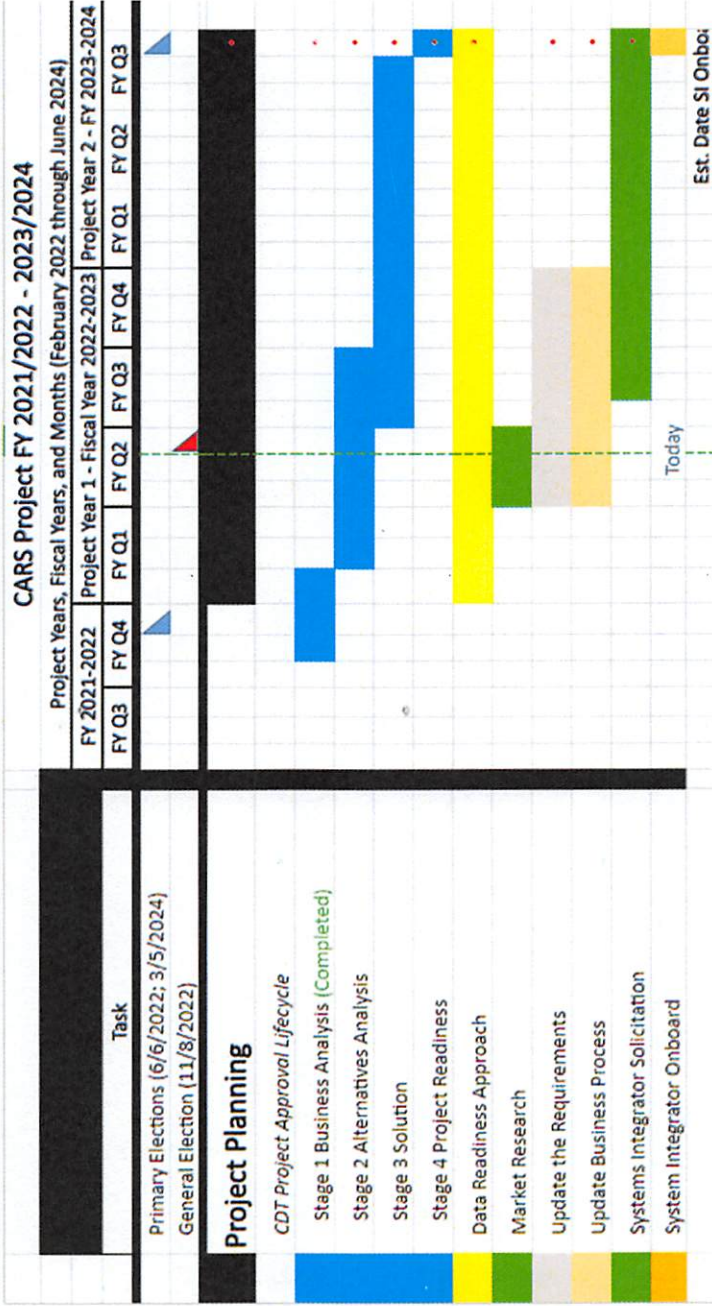
OTHER PROJECT PLANNING ACTIVITIES IN PROGRESS



- Plan and perform data readiness activities in preparation for data conversion and migration.
- Update and augment existing solution requirements and business rules.
- Staff Recruitment: All approved new project staff have been hired, with the exception of eleven project staffing positions which are on hold until JLBC budget approval is received.



PROJECT PLANNING HIGH-LEVEL SCHEDULE



WHERE TO FIND PROJECT INFORMATION

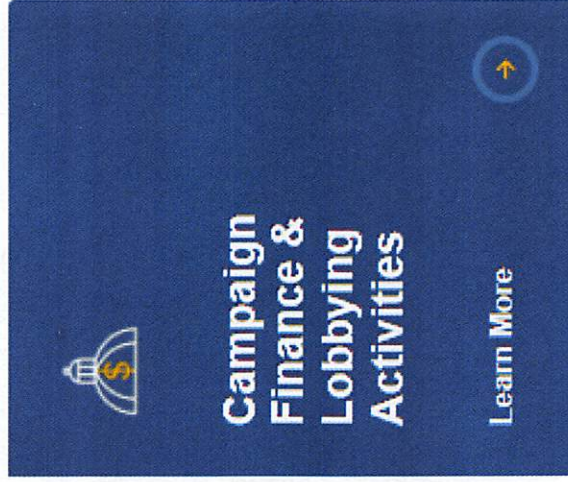


Visit the CAL-ACCESS project website

<https://www.sos.ca.gov/campaign-lobbying/cal-access-replacement-system-project-cars-updates/>

- View documents, news, and events
- Sign up to receive project updates

CARS Email Address: Submit questions and comments to the CARS project team:
PRDCARS@sos.ca.gov



CAL-ACCESS
Replacement System
Project (CARS) Updates