

CAA – Paths to successful development of an IT system

DOF is familiar with various systems built and the supporting path for delivery and approach.

The California Department of Technology has established the “Project Approval Lifecycle” (PAL) [<https://cdt.ca.gov/project-delivery/how-do-i-start-a-project/>] and the stages that DOF is familiar with and must be completed prior to funding and approving a project include:

Stage 1 – Business Analysis

- Identify Problem/Opportunity
- Establish Business Case/Need
- Ensure Strategic Alignment
- Assess Organizational Readiness

Stage 2 – Preliminary Assessment

- Assess Existing Business Processes
- Market Research
- Develop Business Requirements
- Identify Solution alternatives
- Recommended Solution
- Procurement Strategy
- Project Timeline

Stage 3 – Solution Analysis

- Develop Solution Requirements
- Develop Request for Proposal
- Procurement Documents

Stage 4 – Solution Analysis

- RFP Solicitation
- Select Vendor
- Vendor Contract Management
- Assess project readiness
- Baseline Project

- DOF/Legislature Approval