**Attachment 66**

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| First Data Government Solutions (“First Data”)  Change Order CO-58  Able-Bodied Adults Without Dependents (“ABAWD”) Phase 3 |
| CalSAWS Consortium |

Submitted: March 27, 2020

# Statement of Purpose:

This Change Order CO-058 (the “Change Order”) is related to the Agreement (the “Agreement”), dated as of October 29, 2007, as amended, by and between the CalSAWS Consortium (the “Consortium”) and First Data Government Solutions, LP ("First Data"). Unless the context indicates otherwise, all capitalized terms that are used, but not defined, in this Change Order, shall have the meaning assigned to such terms in the Agreement.

In accordance with Senate Bill 43, Title 7 Code of Federal Regulation (“CFR”) 273.24, and All County Letters (“ACLs”) 18-08, 18-94, 18-97, and 19-93, the California Department of Social Services (“CDSS”) must implement changes to support the reinstatement of the Able-Bodied Adults Without Dependents (“ABAWD”) time limit for the CalFresh program as waivers for specific counties for the ABAWD time limit will expire on March 31, 2020. As a result, enhancements to the C-IV System are required to enable the Counties to perform the related program activities.

This Change Order outlines the staffing requirements, costs, and timeline for First Data to perform Quality Assurance (“QA”) Services associated with the design, testing and implementation of enhancements related to ABAWD that would update the list of waived Counties in the System, automate the discretionary exemption determination, add new ABAWD related forms, update the System’s existing online pages to support the capture of an ABAWD person’s work hours, enable the System to determine whether an ABAWD person has met work requirements, and modify the System’s interface with the Medi-Cal Eligibility Data System (“MEDS”) to support the ABAWD time limits (Phase 3).

This Change Order includes an additional 1,342 hours of Services for the First Data QA Team.

These additional Services are based on the following Accenture tasks:

|  |  |  |
| --- | --- | --- |
| **#** | **Accenture Task Description** | |
| 1 | Design | • Design enhancements; |
| 2 | System Test | • Test enhancements; |
| 3 | Training | • Deliver release communication, release notes, job aid updates, and online help updates. |

To accomplish these tasks and meet all current commitments, First Data will add staffing hours in the form of one full-time and one part-time equivalent.

1. **Scope of Work:**

This Change Order outlines the staffing requirements, costs, and timeline for First Data to perform Quality Assurance (“QA”) Services associated with the design, testing and implementation of enhancements related to ABAWD.

First Data will work collaboratively with the Consortium and Accenture teams to maximize the timeliness and success in the implementation of the ABAWD changes. First Data will perform the following Services associated with the tasks in the table above:

* Participate in requirements and design meetings and provide real-time input and feedback, as appropriate;
* Review System Change Requests (“SCRs”) to validate design points are captured and align with CalSAWS standards and provide feedback, as appropriate;
* Review and monitor SCR level of effort, costs, schedule and implementation plan for completeness and accuracy and provide feedback, as appropriate;
* Conduct Independent or Joint System Testing as prioritized by the Consortium in a shared System Test environment with controlled data where possible. Each test will include production-like activities which will be tracked and validated through the QA testing process;
* Provide the Development Contractor team with thoroughly documented defects in a timely manner when an issue is discovered as a result of the testing;
* Promptly complete a retest of defects and report findings through SCR and defects repository tracking tool when the code corrections have been promoted to the test environment;
* Conduct a review to assess the SCR production readiness and provide a formal recommendation for the Go/No Go decision (“Greenlight”); this recommendation does not include readiness of County business operations;
* Review resulting work products and provide recommendations as appropriate;
* Leverage existing weekly and monthly status reports and meetings to document and discuss QA progress and status updates;
* Identify and escalate issues and risks, as appropriate, by leveraging existing CalSAWS project management processes; and
* Assist the Consortium with communications, planning and problem solving during design, test and implementation.

To accomplish these tasks and meet all current commitments, First Data will add staffing hours in the form of one full-time and one part-time equivalent Application Business Analyst/Testers during SFY 2019/20 and SFY 2020/21.

**Assumptions:**

1. A maximum of 1,342 QA hours will be worked.
2. Any changes in scope between the Change Order Cost and the final scope of work will require a separate assessment and cost for QA.
3. Funding is available for this effort as outlined in this Change Order. In the event that funding is not available for the Services included in this Change Order, the work may be performed as part of QA services associated with the Maintenance and Operations of the system. As agreed upon in writing by the Consortium Executive Director and First Data Project Manager, or as a revision to this Change Order
4. As prioritized by the Consortium and as agreed in advance, First Data will conduct tests in an available System Test Environment(s).
5. Support will be provided for the testing and batch needs in an available System Test Environment for the QA Test Team’s SCR testing.

# Schedule:

The Services associated with this Change Order shall commence in State Fiscal Year (“SFY”) 2019/20 and be completed by SFY 2020/21 unless otherwise mutually agreed in writing.

# Total Change Order Cost:

The following table summarizes the total costs for QA Services associated with this Change Order. The costs will be billed in accordance with Section 6.6 of the Agreement and as reflected in Section IV below and Exhibit A.

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Change Order Costs** | **SFY 2019/20** | **SFY 2020/21** | **Change Order Total** |
| QA Services | $72,293 | $107,146 | $179,439 |

# Payment Schedule:

The following table outlines the charges and invoicing timelines for Payment Milestones associated with the Services.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **#** | **SFY Milestones** | **Due Date** | **SFY 2019/20** | **SFY 2020/21** | **Total** |
| 1 | QA System Test Complete – Geographical Waiver Update | 4/10/2020 | $26,325 |  | $26,325 |
| 2 | QA Design Complete – ABAWD Phase 3 | 6/12/2020 | $45,968 |  | $45,968 |
| 3 | QA System Test Complete | 9/21/2020 |  | $107,146 | $107,146 |
| **Total** | | | **$72,293** | **$107,146** | **$179,439** |

# Impact on the Agreement:

The changes outlined in this Change Order are incorporated into the Agreement dated October 29, 2007, and Amendment No. Sixty-Eight dated March 27, 2020, as follows:

* Exhibit A, Financial Matters – The total increase to the Prices and Charges under the Agreement is incorporated into Sections A, C and D.

# Change Order Approval:

**Subject: Change Order CO-058 – ABAWD Phase 3**

The subject document is accepted as allowing First Data to proceed with Change Order CO-058 – ABAWD Phase 3.

**CalSAWS CONSORTIUM**

By:   
Printed Name:   
Title:

Date:

By:

Printed Name:

Title:

Date:

Notice Address:

CalSAWS Consortium  
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