



Change Order No. 6 – Work Order 19: Extension of Portal/Mobile DD&I QA Services SOW

Purpose

The purpose of Change Order No. 6 – Work Order 19 is to extend Quality Assurance (QA) services for the Portal/Mobile Design, Development, and Implementation (DD&I) and Maintenance and Operations (M&O) work products, deliverables, services, and testing through October 2023.

Scope

ClearBest will conduct quality reviews of the delivered Portal/Mobile work products, services, and test outcomes and report findings monthly via Monthly Status reports. Specific QA activities will include:

1. Participation in meetings, discussions, and walkthroughs pertaining to Portal/Mobile work products and deliverables.
2. Development of **DEL #1 - QA Monthly Status Report (Portal/Mobile)** on the QA activities, findings, recommendations, issues, risks, and outcomes during Portal/Mobile DD&I and M&O. The deliverable will report on ongoing DD&I efforts, performance, documentation updates, stabilization, and operations and maintenance of the Portal/Mobile application. The deliverable contents will be incorporated into ClearBest's Deliverable #03 – QA Monthly Status Report, reducing the need for a separate deliverable.
3. Development of **DEL #2 – QA Monthly Test Report (Portal/Mobile)** on the QA test activities, findings, recommendations, issues, risks, and outcomes. The deliverable contents will be incorporated into ClearBest's Deliverable #07 – QA Monthly Test Report, reducing the need for a separate deliverable.
4. Review of Draft and Final Portal/Mobile DEDs and work products based on our approved approach and methodology identified in the ClearBest Deliverable #05 – DD&I Deliverable Review and Assessment Plan. Comments will be provided via comment logs and key findings will be incorporated into the DEL #1 – QA Monthly Status Report (Portal/Mobile), as appropriate. The review and assessment of the Portal/Mobile Vendor's Monthly Status Report is out of scope.
5. Reporting on QA findings at Weekly Status Meetings, PSC, JPA, and other stakeholder meetings as required.

Staffing and Cost

The QA Specialist II will lead the Portal/Mobile QA services, which includes the review of the Portal/Mobile work products, deliverables, and services; testing, and validation of the Portal/Mobile readiness for approval and deployment. The QA Technical Lead will focus on the assessment and validation of the technical components of the Portal/Mobile solution and its implementation. The QA Independent Testers will support the full test development and execution process for testing the Portal/Mobile functionality.



This Work Order extends staffing and makes the QA Specialist II and QA Independent Tester fulltime through October 2023. The estimated effort for the Portal/Mobile DD&I QA Statement of Work is as follows:

QA STAFF ROLE	MONTHS	HOURS	RATE	COST
QA Specialist II	15	1,768	\$134	\$236,912
QA Technical Lead	6	512	\$139	\$71,168
QA Independent Tester	14	1,632	\$99	\$161,568
Total Cost		3,912		\$469,648

The cost schedules to support the Portal/Mobile DD&I QA Services have been incorporated into the Quality Assurance Project Cost Schedules and are attached. The following provides the costs by SFY:

DELIVERABLE	SFY 22/23	SFY 23/24	TOTAL
DEL #1 – QA Monthly Status Report (Portal/Mobile)	\$99,696	\$208,384	\$308,080
DEL #2 – QA Monthly Test Report (Portal/Mobile)	\$60,192	\$101,376	\$161,568
Total Cost	\$159,888	\$309,760	\$469,648

Work Order Approval

IN WITNESS WHEREOF, the Parties have set their hands hereunto as of the Execution Dates set forth below.

CalSAWS Consortium

By: _____
Printed Name: Michael Sylvester
Title: Board Chair
Date: _____

ClearBest, Incorporation

By: _____
Printed Name: Wendy Battermann
Title: President
Date: _____

CalSAWS Consortium

By: _____
Printed Name: John Boule
Title: Executive Director
Date: _____



APPROVED AS TO FORM:

Jeff Mitchell
Consortium Legal Counsel