



## Change Order No. 6 – Work Order 21: Restore CalWORKs 60-Month Time Clock

### Purpose

The purpose of Change Order No. 6 – Work Order 21 is to outline the scope, timeframe, staffing, and costs to perform Quality Assurance (QA) reviews for system changes and functionality updates related to the CalWORKs 60-Month Time Clock. Under the existing law, the lifetime time limit for adults receiving CalWORKs assistance is currently set to 48 months.

### Scope

ClearBest will conduct quality reviews of the delivered work products, services, test outcomes related to the CalWORKs 60-Month Time Clock, and report findings monthly via Monthly Status reports. The scope of this effort includes:

1. Participation in meetings, discussions, and walkthroughs pertaining to the CalWORKs 60-Month Time Clock deliverables, work products, and milestones.
2. Development of **DEL #1 - QA Monthly Status and Test Report (CalWORKs 60-Month Time Clock)** on the QA activities, findings, recommendations, issues, risks, mitigation strategies, and outcomes from the assessment of Accenture's:
  - General and technical design, including participation in design discussions with State sponsors, the Consortium, development of System Change Requests (SCRs), and review and approval of SCRs via Change Control Board process
  - Developed enhancements
  - Testing of enhancements
  - Updates to job aids, online help, and web-based training
  - Management of the enhancement process from concept/design through implementation

Creation of QA assessment reports will be based on our approved approach and methodology identified in the ClearBest Deliverable #05 – DD&I Deliverable Review and Assessment Plan. To support the nature of the milestone-based SOWs, the reports will be included as appendices in the QA Monthly Status Report (CalWORKs 60-Month Time Clock).

3. Reporting on QA findings at the CalSAWS Weekly Status Meetings, Project Steering Committee (PSC), Joint Powers Authority (JPA) Board Meetings, and other stakeholder meetings as required.

### Staffing and Cost

To perform the QA Assessments of the CalWORKs 60-Month Time Clock work products/deliverables as outlined above, ClearBest is assigning a part-time QA Business Analyst/Tester, a part-time QA Technical Lead, and a part-time QA Implementation Lead. The estimated effort for the CalWORKs 60-Month Time Clock Statement of Work is as follows:



QA STAFF ROLE	MONTHS	HOURS	RATE	COST
QA Business Analyst/Tester	6	560	\$114	\$63,840
QA Technical Lead	6	160	\$139	\$22,240
QA Implementation Lead	3	80	\$124	\$9,920
<b>Total Cost</b>		<b>800</b>		<b>\$96,000</b>

### Costs by SFY

The cost schedules to support the CalWORKs 60-Month Time Clock QA Services have been incorporated into the Quality Assurance Project Cost Schedules and are attached. The following provides the costs only by SFY:

DELIVERABLE	SFY 22/23
DEL #1 – QA Monthly Status and Test Report (CalWORKs 60-Month Time Clock)	\$96,000
<b>Total</b>	<b>\$96,000</b>

### 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