

ATTACHMENT R - DELIVERABLES CHART

This deliverables chart is indicative only and non-exhaustive. The Contractor shall be responsible for all deliverables specified in the solicitation according to the associated deadlines.

Note: The State may be open to negotiations of deliverable deadlines.

Item	Deliverable Description	Acceptance Criteria	Section	Deadline
Design Phase				
1.	Kickoff Meeting	Virtual	2.6.1	30 calendar days after contract start.
2.	Transition-In Plan	Acceptance of Deliverable Form	2.6.1	Prior to the kickoff meeting.
3.	Functional Design Document	Acceptance of Deliverable Form	2.6.2	30 calendar days after contract start.
4.	Detailed Design Document	Acceptance of Deliverable Form	2.6.3.A	45 calendar days after contract start.
5.	Interface Control Document	Acceptance of Deliverable Form	2.6.3.B	45 calendar days after contract start and updated 90 days prior to implementation.
6.	Life Cycle Testing Plan	Acceptance of Deliverable Form	2.6.4	30 calendar days after contract start.
7.	Test Plan	Acceptance of Deliverable Form	2.6.5	Prior to the kickoff meeting.
8.	Back-Up and Recovery Plans	Acceptance of Deliverable Form	2.6.6	30 calendar days after contract start.
9.	System Security Plan	Acceptance of Deliverable Form	2.6.7	45 calendar days after contract start.
10.	Security Assessment and Authorization	Acceptance of Deliverable Form	2.6.7.G	90 calendar days of operation and every 2 years thereafter.
11.	Annual Statement on SSAE	Acceptance of Deliverable Form	2.6.7.H	Prior to the kickoff meeting.
12.	Training Plan	Acceptance of Deliverable Form	2.6.8	30 calendar days after contract start.
13.	Retailer and TPP Agreements	Acceptance of Deliverable Form	2.6.9	30 calendar days after contract start.
14.	Staffing Plan	Acceptance of Deliverable Form	2.6.10	30 calendar days after contract start.
15.	Project Management Plan	Acceptance of Deliverable Form	2.6.11	30 calendar days after contract start and updated as requested
16.	Preliminary - Project Work Plan	Acceptance of Deliverable Form	2.6.12	2 weeks of contract start
17.	Final – Project Work Plan	Acceptance of Deliverable Form	2.6.12	10 business days of receipt of DHS comments.

18.	Draft - Communication Plan	Acceptance of Deliverable Form	2.6.13	30 calendar days after contract start
19.	Final – Communication Plan	Acceptance of Deliverable Form	2.6.13	5 calendar days of receipt of DHS comments.
20.	Change management Plan		2.6.14	30 calendar days after contract start
21.	Risk Management Plan	Acceptance of Deliverable Form	2.6.15	30 calendar days after contract start.
22.	Quality Assurance/Quality Control Plan	Acceptance of Deliverable Form	2.6.16	30 calendar days after contract start
23.	Draft - Configuration Plan	Acceptance of Deliverable Form	2.6.17	30 calendar days after contract start
24.	Final - Configuration Plan	Acceptance of Deliverable Form	2.6.17	5 calendar days of receipt of DHS comments.
25.	Business Continuity Plan	Acceptance of Deliverable Form	2.6.18	120 calendar days after contract start, then annually.
Development and Testing Phase				
26.	System Test Scripts	Acceptance of Deliverable Form	2.7.C	30 calendar days after contract start.
27.	Test Results	Acceptance of Deliverable Form	2.7.F	Due within 5 calendar days after each test
28.	Updated Detailed Design Document		2.7.G	Updated to reflect any system modifications within 30 calendar days of changes.
29.	System Operations and Interface Procedures Manual	Acceptance of Deliverable Form	2.7.H	30 calendar days after contract start and updated as needed.
30.	Reports Manual	Acceptance of Deliverable Form	2.7.I	45 calendar days after contract start
31.	Settlement/Reconciliation Manual	Acceptance of Deliverable Form	2.7.J	30 calendar days after contract start
32.	EBT Program Manual	Acceptance of Deliverable Form	2.7.K	60 calendar days after contract start
Transition-In Phase				
33.	Status Meeting minutes	Acceptance of Deliverable Form	2.8.E	Due 2 business days after each meeting
Transition Out				
34.	Transition-Out Plan	Acceptance of Deliverable Form	2.10.A	1 year prior to the maximum contract end date or another DHS re-approved timeline
35.	Proprietary Data	Acceptance of Deliverable Form	2.10.D	30 calendar days prior to contract end date
Other				
36.	Retailer User Manual with Quick Reference Guide	Acceptance of Deliverable Form	2.20.G.3	90 calendar days after contract start.
37.	Problem Resolution Procedures	Acceptance of Deliverable Form	2.33.H	10 calendar days after contract start and 10

				calendar days after each contract renewal.
38.	Anti-Fraud Plan/Fraud Analysis	Acceptance of Deliverable Form	2.35.A	30 calendar days after contract start, then annually thereafter