

Project Name: Certified Farmers' Market Database Replacement (CFMDB)

OCIO Project #: _____

Department: CDFA Inspection Services Division, I and C Branch

Revision Date: 9/13/10

Concept Statement

Description

Brief description of the proposed project:

The implementation will provide the ability to better store and manage the amount of information that is related to the County Certified Producers and Market Managers programs. The CFMDB is a user-friendly data management system that will assist the programs to initiate actions for not only compliance issues but also related health and safety issues.

Need Statement

High Level Capabilities Needed:

The functions of the replacement CFMDB program shall be to collect, store, organize and analyze data and information for the purpose of regulating all registered farmers market handlers. The CFMDB will also provide various accounting functions necessary for business and audit needs of the program. This web-based system would also provide for online fee assessment payment.

What is Driving This Need?

The current database was originally developed in 1998 and has outlived its purpose and capabilities. It is difficult to work with, is overburdened with data and occasionally cannot handle the transaction volumes. The current system is missing several capabilities needed.

Risk to the Organization if This Work is Not Done:

The program would be without a means of tracking inspections, violations, registrations, and certificates unless it resorts to manual processes. This would result in higher costs, inefficient service to County Agriculture Commissioners.

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Benefit Statement

Intangible Benefits

Process Improvements (describe the nature of the process improvement):
The CFMDB will improve communications between the branch and other governmental agencies, CDFA programs, regulated industry, and the public. Consequently, the CFMDB will result in improved efficiency. An internal Feasibility Study Report is being prepared and a Project Charter/Project Management Plan will be developed to support a plan for the project.

Other Intangible Benefits:
Industry perception of web-based application will be that ease of use and role based access meets their needs to remain compliant with regulations.

Tangible Benefits

Revenue Generation (describe how revenue will be generated):
Will provide capability to track fee assessments and payments currently being done inefficiently.

Cost Savings (describe how cost will be reduced):
Leverages development of similar system for the FFLDERS Egg Quality Control Registration, Inspection Tracking and Sampling System which will keep costs below \$50,000 for contractor development efforts. An iFSR-EZ is being prepared.

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Cost Avoidance (describe the cost and how avoided):

Risk Avoidance (describe the risk and how avoided):
 Registrants may initially see online processes as too much work and resort to manual applications, but CDFA can conduct educational workshops with hands-on experience to reduce this perception.

Improved Services:
 Online registration through completion of forms, online fee payment with credit cards, online access to inspection results and ability to upload corrective action plans will provide for rapid workflow turnaround and efficient compliance enforcement

Consistency

"No" Responses 		Rationale	Action Required
Enterprise Architecture	Yes		
Business Plan	Yes		
Strategic Plan	Yes	CDFA Inspection Services Division Plan	

Impact to Other Agencies

Nature of Impact to Other Agencies

Agency:
 Describe the nature of the impact:
 CFM Advisory Committee - makes statistics, trend analysis and pattern analysis available online or through rapid turnaround of reports leading to better decision-making and better recommendations to the Secretary.

Agency:
 Describe the nature of the impact:
 County Agricultural Commissioner's Offices - provides oversight and training to the counties with consistent and uniform application of standards, history of registrant, and online access to inspection checklists and reports.

Agency:
 Describe the nature of the impact:

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Agency:
<i>Describe the nature of the impact:</i>

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Solution Alternatives

Alternative 1:

Bid CMAS contract for implementing the CFM Database Replacement and enable leveraging of FFLDERS Egg QC Database Replacement Project

Technical Considerations for Alternative 1:

Licenses for Extraview Incident Reporting System extended from I and C Branch Leafy Greens Audit Verification Checklist Database Replacement Project to this project (separate purchase at \$1500 per license from LIST Consulting).

ROM Cost: \$40,000 to \$50,000 | Note: high end of range must not exceed 200% of low end of range

Alternative 2:

Technical Considerations for Alternative 2:

ROM Cost: _____ to _____ | Note: high end of range must not exceed 200% of low end of range

Alternative 3:

Technical Considerations for Alternative 3:

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ROM Cost:	to	Note: high end of range must not exceed 200% of low end of range
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Recommendation

Comparison:

Alternative 1	ROM Cost			Risk
CMAS RFO Contract	\$40,000	-	\$50,000	<i>Vendor staffing constraints and experience</i>
Alternative 2	ROM Cost			Risk
	\$0	-	\$0	
Alternative 3	ROM Cost			Risk
	\$0	-	\$0	

Conclusions:

1	Leverage current FFLDERS Egg QC Replacement Project development
2	Leverage current Leafy Greens Audit Verification Checklist successes
3	
4	

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Recommendation:
 Use an RFO to bid and create a CMAS Contract for the Replacement Project

Concept Approach (if known)

System Complexity:		System Business Hours: (e.g., 24x7, 9am-5pm):	
Architecture	<input type="checkbox"/> Mainframe <input type="checkbox"/> Client Server <input checked="" type="checkbox"/> Web Based	Num. of New Databases:	1
Technology	<input type="checkbox"/> New <input checked="" type="checkbox"/> New to Staff <input checked="" type="checkbox"/> In-House Experience	Interfaces:	External
Implementation	<input checked="" type="checkbox"/> Central Site <input type="checkbox"/> Phased Roll-out	Num. of Sites:	1
M & O Support	<input checked="" type="checkbox"/> Contractor <input type="checkbox"/> Data Center <input type="checkbox"/> Project <input type="checkbox"/> Returned to Sponsor		
Procurement Approach: (consult with OSI Procurement Center) Bid using CMAS contract		Number of Procurements:	1
Open Procurement?	Yes	Delegated Procurement?	
Scope of Contract	<input checked="" type="checkbox"/> Development <input checked="" type="checkbox"/> Implementation <input type="checkbox"/> M & O <input type="checkbox"/> Other:		
Anticipated Length of Contract:	0.25	Years /	extensions for years