

CNSI
 New Third Party Liability Coverage Add Change Interface (TPL PA593 Initiative) Project Statement of Work

Major Activity	Description	Phase
Production Deployment	CNSI and the State of Michigan deploy the modifications in the MDCH production CHAMPS environment.	Phase III
Phase III Deliverables <ul style="list-style-type: none"> • Code Deployment to Production 		

2.5.2.1 Phase 1 – Initiation and Requirements

Activity 1: Project Initiation

During this activity, CNSI will collaborate with the State of Michigan to identify the key business and technical team members who will participate in the New Third Party Liability Coverage Add Change Interface (TPL PA593 Initiative) Project. CNSI will conduct the formal project kickoff and deliver orientation for the project effort.

The major milestones associated with this activity are:

- Participating team members from the State of Michigan are identified
- Project kickoff meeting is conducted and project kickoff is completed

Activity 2 - Project Planning

During this activity, CNSI will develop the project schedule to track and monitor the progress of the Member Portal project. The project schedule outlines the list of all the activities that are needed by CNSI to fulfill the needs of the Member Portal project. CNSI will also take the responsibility of integrating DCH and DTMB tasks in the project schedule to make sure all the dependencies are identified and tracked accordingly. Once the integrated schedule is reviewed and approved by all the relevant stakeholders, it is baselined.

The milestone associated with this activity includes:

- Integrated Project Schedule.

Activity 3 – Requirements CAD Sessions

The goals of the new third party liability coverage add change interface Project have been defined at a high-level within this statement of work. During this activity, CNSI will host CAD sessions to elicit and validate detailed functional and technical requirements. The CAD sessions will include the State of Michigan and CNSI functional and technical SMEs. CNSI will compare the validated requirements with current CHAMPS functionality and technical architecture to determine the impact of the new requirements across all CHAMPS subsystems, including system aspects such as:

- New and modified screens
- Functionality (use cases)
- Data models

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- Reports
- Interfaces

This will result in a requirements specification document which provides a clear, concise, and final definition of each requirement necessary to support the requirements of this project. The approved requirements will be used during the design and development activities.

The major milestones associated with this activity are:

- Functional requirements specification document is delivered.
- Approved requirements have been loaded into ReqTrace.

Activity 4 – Design CAD Sessions

During this activity, CNSI will host CAD sessions to produce detailed design artifacts. Sessions will be organized and scheduled per requirements for the affected CHAMPS subsystem and the solution's technical architecture. CAD sessions will include State of Michigan and CNSI functional and technical SMEs. Using the existing CHAMPS design and the requirements specification document as a starting point, session participants will identify and document required design changes including system aspects such as:

- Screens
- Functionality (use cases)
- Data Models
- Reports
- Interfaces

This will result in final, revised design artifacts, including use cases and data models, which will be the basis for the development of changes to system functions. CNSI will submit the completed design artifacts to the appropriate State of Michigan decision-maker shortly after the completion of a CAD session. The State of Michigan decision-maker will formally approve the design artifacts via signature on an approval form, similar to the existing CHAMPS enhancement approval process. This approval indicates that design is final and development can begin. CNSI will submit a final, as-built DSDD for MDCH approval upon completion of all design sessions.

The major milestone associated with this activity is delivery of the as-built DSDD.

2.5.2.2 Phase II – Design, Coding, and System Testing

Activity 1 - Development

During this activity, CNSI codes the software changes required to support the updated detailed functional and technical design. Development is performed through a series of bi-weekly development iterations as previously described. Development includes the coding changes as defined in the as-built DSDDs for CHAMPS, including system aspects, such as:

- Screens

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- Functionality (use cases)
- Data Models
- Reports
- Interfaces

As the conclusion of each development iteration, the developed code is delivered to the CNSI Test Team. The major milestone associated with this activity is the completion of all development iterations.

Activity 3 – Test Planning

During this activity, CNSI collaborates with the State of Michigan to prepare test scenarios and scripts for each phase of testing, including system testing and UAT. The system test scenarios and scripts are prepared by the CNSI Test Lead. UAT test scenarios and scripts are prepared by the State of Michigan. Test planning will include test scenarios to test the interaction between TED and CHAMPS.

Milestones associated with this activity include:

- System test preparation is completed

Activity 4 – Implementation Planning

During this activity, CNSI collaborates with the State and its data warehouse vendor to coordinate the timing of the production installation of the system changes. The new third party liability coverage add change interface project will be incorporated into the regular CHAMPS operational release implementation schedule for releases 4.12 and 5.1. Implementation planning activities will focus on targeting the operational release that will include this initiative and integrating the new features into the release.

The major milestones associated with this activity are documented in the CHAMPS release schedule for each of the identified releases.

Activity 5 – Unit/System Testing

During this activity, CNSI tests the developed functionality at the component, subsystem, and system level, including E2E regression testing. System testing will be aligned with the selected operational releases where the code will be deployed.

Milestones associated with this activity include:

- System test results report is delivered
- Code is deployed to UAT environment
- UAT begins

2.4.2.3 Phase III – UAT and Production Deployment

Activity 1 – User Acceptance Testing (UAT)

During this activity, CNSI provides support to MDCH staff who will conduct UAT using formal, State-developed test scripts. UAT testing will be aligned with the selected operational releases where the code will be deployed.

The major milestones associated with this activity are completion of UAT for the two identified releases.

Activity 2 – Production Deployment

During this activity, CNSI and the State of Michigan collaborate to execute the implementation plan. The finalized code will be merged into the selected regular operational release. CNSI deploys the release to the production environment where it is available for use by the MDCH.

The major milestones associated with this activity include:

- Code is deployed to production

Section 3: General Assumptions

This statement of work is presented based on the following assumptions:

1. The State's vendor for the TED system has provided a set of requirements. CNSI assumes there will be no major changes to these requirements based during design, development and implementation.
2. The solution developed for new third party liability coverage add change interface project will meet all applicable State of Michigan technical and security standards.
3. The solution developed for new third party liability coverage add change interface project will not require any update to the CHAMPS operations or disaster recovery documentation.
4. The solution developed for new third party liability coverage add change interface project will not require new hardware or any changes to the State's infrastructure.

Section 4: Pricing

This section presents CNSI's fixed-price, overall labor cost for completing the new third party liability coverage add change interface project. The cost was derived based on the expected effort required, as presented in our initial work plan, composed of the three phases depicted in Figure 5. The total fixed-price labor cost for the new third party liability coverage add change interface project is \$300,000.