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JC24001 - Crime Victim Notification System - CR-1253 (Change Request ITAC Recommendation)

1 message

Leslie Carey <leslie.carey@azdoa.gov>

Wed, Apr 9, 2025 at 10:07 AM

To: Anthony Vidale <tvidale@azcjc.gov>

Cc: Lloyd Asato <lasato@azcjc.gov>, Julie Podnar <jpodnar@azcjc.gov>, Cheyenne McFadden <cheyenne.mcfadden@azdoa.gov>, Shayla Gilleland <sfordyce@azcjc.gov>, Sasha Allen <sallen@azcjc.gov>

Director Vidale,

This is regarding the Change Request (**CR-1253**) submitted to modify the "**Crime Victim Notification System**" project, specifically to extend the end date from April 30, 2025, to November 30, 2025. The Arizona Department of Administration (ADOA) Strategic Enterprise Technology (ASET) office has reviewed the request.

I am writing to inform you of the Arizona Strategic Enterprise Technology Office's recommendation to the Information Technology Authorization Committee (ITAC) for Approval with Conditions of the amended technology project. The conditions are as follows:

1. If development costs exceed the approved estimates by 10% or more, or if there are significant changes to the proposed technology scope of work or implementation schedule, your agency must amend the PIJ to reflect these changes. The updated PIJ must be submitted to ADOA-ASET, and to ITAC if required, for review and approval before any further expenditure of funds.
2. Monthly project status reports are due to ADOA-ASET no later than the 15th of each month, starting from the project's commencement. Please be aware that failure to submit timely project status reports will negatively affect the overall project health.
3. The agency is required to provide the quarterly Independent Verification & Validation (IV&V) report to ADOA-ASET via email, 90 days following the start of the project.

ITAC is scheduled to review the Change Request at its **April 16th, 2025** meeting. If ITAC approves the change request, you may proceed to secure any additional approvals required from the Joint Legislative Budget Committee, the Office of Strategic Planning and Budgeting, and the State Procurement Office.

Thank you in advance for all your support.

Best Regards,

Les Carey

SR Oversight IT Analyst

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