



REQUEST FOR INFORMATION (RFI)

For

CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM (CERS) PROJECT



Release date: June 28, 2022



Table of Contents

Background and Purpose.....	3
Key Action Dates.....	3
Q&A Drop-in Session	5
RFI Response Instructions.....	5
RFI Disclaimer.....	6
CERS Functionality and Requirements Context.....	7
Key Changes	7
Statement of Work (SOW)	10
Attachment A: Contractor Profile	16
Attachment B: SOW Feedback	18
Attachment C Instructions: Detailed Requirements	19
Attachment D: Cost Information	20
Additional Information	22
Appendix A: CERS Scope Diagram.....	23
Appendix B: Hazardous Materials Inventory Submittal Process Workflow.....	24
Appendix C: CUPA Processing Workflow.....	25
Appendix D: Return to Compliance Workflow.....	26
Appendix E: CERS Record Relationships	26



Background and Purpose

The California Environmental Protection Agency (CalEPA) is soliciting feedback from experienced and qualified Contractors that can provide a scalable, cloud-based solution to replace the California Environmental Reporting System (CERS).

CalEPA oversees the statewide implementation of the Unified Hazardous Waste and Hazardous Materials Management Program (Unified Program) that protects Californians from hazardous materials and hazardous waste. The Unified Program ensures consistency throughout the State concerning administrative requirements, permits, inspections, and enforcement of six hazardous materials and hazardous waste management programs. The Unified Program applies regulatory standards established by four different state agencies. The Unified Program includes 81 certified local government agencies, or Certified Unified Program Agencies (CUPAs), and 24 subordinate local agencies, or Participating Agencies (PAs). CERS is the statewide management system that supports the electronic exchange of required Unified Program information among regulated businesses, local governments, and the United States Environmental Protection Agency (U.S. EPA). CERS was established in 2009 and is maintained entirely by CalEPA.

The technology supporting CERS is near-end-of life and a technology refresh is required. As many of the assumptions and processes that CERS was originally based on are no longer valid or have significantly changed, CalEPA is embarking on the CERS NextGen project to move CERS to a supported platform, streamline processes, and realign with the overall goals of the Unified Program. Based on analysis of feasible alternatives, CalEPA expects to procure a SaaS or PaaS solution Contractor to replace CERS.

To further inform the effort, CalEPA is requesting information from Respondents regarding their ability to meet the project requirements and to provide CalEPA with rough order of magnitude (ROM) cost estimates. This RFI will help/assist CalEPA to finalize the future CERS NextGen solicitation.

Key Action Dates

Release of RFI	Tuesday 6/28/2022
Last Day to Submit Questions and RSVP for the Q&A Drop-in Session	Thursday 7/7/2022 4:00 PM PST
Q&A Drop-in Session	Tuesday 7/12/2022 11:00-12:00 AM PST
Answers to Questions Released	Thursday 7/14/2022
RFI Response Due Date	Friday 7/21/2022 4:00 PM PST



Questions?
CERSNextGen@CalEPA.ca.gov



Q&A Drop-in Session

The CalEPA project team will be hosting a one-time meeting for all Respondents to ask questions about the project and RFI submission requirements on Tuesday 7/12/2022 from 11:00-12:00 AM PST. The project team will be available for the entire hour to answer questions. If you are interested in participating in the Q&A drop-in session on 7/12/2022 at 11:00 AM PST, please use the following link to register:

https://crowe.zoom.us/webinar/register/WN_AeVTfPoySzq-QJ79_SU6sQ

If you are unable or do not wish to attend the Drop-in Session, questions can also be submitted to CERSNextGen@CalEPA.ca.gov until Thursday 07/07/2022 at 4:00 PM PST. Please include "CERS NextGen RFI Question" in the subject line. CalEPA will post the Q&A responses to Cal eProcure.

RFI Response Instructions

1. Please submit your responses by emailing: CERSNextGen@CalEPA.ca.gov
2. Please ensure your response, including file attachments, includes your company name, product/platform name, and responses to the information requested below.
3. Responses must be submitted by the date indicated in the Key Action Dates.

Please submit the following attachments with your RFI response:

- Attachment A: Contractor Profile
- Attachment B: SOW Feedback
- Attachment C: Detailed Requirements
- Attachment D: Cost Estimate Worksheet

Please submit all documents in the original format provided. Attachments A, B and D are included in this document for reference and as separate attachments for you to complete. Attachment C instructions are included in this RFI document but must be completed in the attached excel spreadsheet.

Any additional information not specifically requested, but which the respondent deems important and relevant may also be submitted. Although respondent feedback is strongly encouraged and deemed important, the State makes no commitment to change CalEPA CERS NextGen requirements or Scope of Work based on input received.



RFI Disclaimer

This RFI is issued for information and planning purposes only, and it does not constitute a solicitation. Responses to the RFI will not be returned. A response to this RFI is not an offer and cannot be accepted by CalEPA to form a binding contract. This RFI is solely designed to provide CalEPA with meaningful information to enable CalEPA to determine how to proceed with the development of the CERS NextGen solicitation.

Respondents are solely responsible for all expenses associated with responding to this RFI. The State is not responsible for any expenses associated with responding to this RFI.

The submission of a response does not constitute any commitment on the part of the interested party. However, the Respondent agrees that the submitted information is correct to the best of the Respondent's knowledge. Also, the right to compete in future procurements is not affected in the event that the party chooses not to submit a response to this RFI. CalEPA is also interested in learning the reasons for not submitting a response.

Respondents are advised that all documents submitted in response to this RFI will become the property of the State of California and will be regarded as public records under the California Public Records Act (CPRA) pursuant to Government Code section 6250 et seq. The intent of this RFI is only to validate project objectives and requirements for possible future solicitations. Please do not include any confidential or proprietary information in responses to this RFI as it will be subject to the CPRA and may be disclosed to the public under the CPRA. If you include any confidential or proprietary information in response to this RFI, please clearly mark the portions of the response that are proprietary and/or confidential.

If CalEPA receives a records request for your RFI response, CalEPA will utilize the following process:

Step 1. CalEPA will review your response for any markings that identify information as "confidential," "proprietary," "copyright," and/or "trade secret."

Step 2. CalEPA will provide you with notice at least seven (7) calendar days prior to a planned release. If your response does not include clear markings identifying proprietary and/or confidential information, this notice will serve only as a courtesy. If your response does include clear markings, you may, within the 7-day period, justify any proposed redactions and/or withholdings.

Step 3. CalEPA will utilize its discretion to determine whether it agrees, in whole or in part, that there is a reasonable basis to redact and/or withhold your response.

Step 4. CalEPA will notify you of its determination as follows:

(a) If CalEPA agrees there is a reasonable basis to redact and/or withhold the information you have requested, CalEPA will do so in response to the records request.

(b) If CalEPA disagrees that there is a reasonable basis to redact and/or withhold records, or only agrees in part, CalEPA will notify you and provide you with an opportunity to seek a court order, within thirty (30) calendar days, protecting the material from disclosure.

Step 5. If a court order is obtained, CalEPA will comply with the order. If no such court order is obtained, CalEPA will proceed consistent with its determination.



“Separately, CalEPA reserves the right to determine whether there is a reasonable basis to withhold information in order to protect the integrity of the solicitation process, and make withholdings consistent with those determinations.”

CERS Functionality and Requirements Context

The general scope and functionality of CERS is diagrammed in Appendix A. Businesses use CERS to submit compliance documentation, or “Submittal Elements” to their local CUPA either through on-screen data entry or document uploads. The requirements are organized by submittal element, but please note that the submittal process is similar for all elements. A sample submittal workflow is in Appendix B. CUPAs use CERS, or export CERS data to their local system, to review and accept submissions; the proposed workflow is in Appendix C. The business, facility, and Compliance, Monitoring, and Enforcement (CME) records relationships are diagrammed in Appendix D.

In addition, CUPAs input (directly to CERS) or transmit (via electronic data transfer) summary inspection information and related violations and enforcement actions. Information in CERS is used by CUPAs for various purposes such as permitting, assessing fees, and conducting inspections. CERS data is also used by the regulating State agencies to evaluate a CUPA’s ability to effectively administer the Unified Program. CERS data is transmitted to federal reporting databases and is combined with other database information to display on the CalEPA regulated site portal.

Key Changes

Compared to the current CERS system, CERS NextGen will incorporate several data, business process, and other functional enhancements. A summary of select key changes is presented below.

- Definition of “Facilities” (entity + CERS ID)
 - Historically CERS has generated a CERS ID for a facility at a specific location. Owners who later acquired the facility used the same CERS ID. The CERS ID was location specific and was not designed to change. For various reasons, this created issues and the decision was made to attach the CERS ID to an owner and location combination.
- Profiles (Facility, Business activities, Owner/Operator information)
 - In CERS the Owner/Operator information is a defined submittal element and must be submitted with every other submittal element. In CERS NextGen the owner/operator information will be managed through a facility



profile and will not be required to be submitted with each submittal element.

- Underground Storage Tanks
 - In CERS, UST data is only contained in a submittal element and has no persistence outside of the submittal. In CERS NextGen each UST will become an entity managed at a location and attached to a facility.
- “Compliance Activities” and RTC
 - CERS NextGen will include the ability for a facility to enter Return-To-Compliance (RTC) information for violations cited during an inspection. This is a new functionality that will provide a fast and secure process for facilities to provide documents and pictures to their regulator to show they have corrected violations.
 - Because there are activities completed by a regulator that do not meet the definition of an inspection but can result in citing a facility with violations, a new generalization of activity, a Compliance Activity, has been included in CERS NextGen to capture better overall compliance efforts. Compliance Activities could include routine inspection, follow-up inspection, complaint inspection, other inspection, document review, and more. Compliance Activities will also include enforcement actions such as NOV, NTC, AEO State, AEO Local, Referral, and more.
- GIS CUPA boundaries
 - CUPA and PA jurisdictions are primarily defined along county and/or city lines. However, due to the lack of a geospatial dataset, the assignment of facility to CUPA is currently based on the facility’s zip code. In some areas, zip codes cross jurisdictional boundaries, especially if CUPAs delegate program oversight for certain environmental elements to PAs, increasing the possibility of jurisdictional overlap. CalEPA is developing a geospatial dataset to better address the facility to CUPA assignment in CERS NextGen.
- Submittal review/revision process
 - Currently in CERS a submittal cannot be edited. Each submittal can only be accepted or rejected by a regulator. This makes small errors cascade into multiple submissions that must be processed individually. CERS NextGen will create a process that allows for communication of filing errors, edits, and approvals within a single submission.
- Data dictionary (new/required data fields)
 - The existing CERS Data Dictionary has data fields that are required to be entered before a submission can be made and fields that while required by law, don’t have to be filled in to make a submission. Many of the fields that are not currently required, will be made required to improve the overall data quality. Additionally, there are a number of new data fields that are being added and all will be required.
- Real Time EPA ID Validation



- The EPA ID data field has historically been of poor quality and is manually entered by the facility without validation. The CERS technical team is implementing an EPA ID validation process in July 2022 that will replace this with an automatic search against the source of the EPA ID numbers based on business name and address and will populate the validated EPA ID into CERS. CERS NextGen will reproduce this functionality.
- Enhanced use of the CERS NextGen Chemical Library
 - Data fields related to the chemical name, common name, and hazard classification have historically been of poor quality because they are manually entered by the facility without validation. CERS NextGen will use the Chemical Library to find a chemical for a facility and populate data about that chemical. Chemical names will be standardized through use of the US EPA Substance Registry Service.



Statement of Work (SOW)

The statement of work described below outlines the tasks and deliverables being considered for a potential Request for Proposal (RFP). For the purposes of this RFI, the statement of work uses terminology that would be used in the CERS NextGen RFP. The term "Contractor" used in this SOW refers to the solution provider, unless otherwise specified.

The SOW is provided to assist the RFI Respondents with developing ROM cost estimates. Respondents are encouraged to ask questions and provide feedback regarding the tasks and deliverables described below.

Task 1 Project Planning, Project Status Meetings and Project Status Report

Within 15 business days of contract execution, the Contractor shall prepare and deliver a draft project plan. The project plan will contain a work plan, including a task and deliverable specific schedule for accomplishing all tasks contained in the contract. The task and deliverable schedule will be aligned with the budget submitted in response to this RFP. CalEPA will provide comments pertaining to the draft work plan within 5 business days of receipt.

The CalEPA's preferred implementation methodology is Agile. Bidders should describe sprints, standup meetings and any other project management processes that will be followed. *Note that while sprints will be conducted for specific product functions, the system will not go into production until all technical and functional requirements have passed the test phase.*

Within the bid, Bidders shall provide the initial draft Project Management Plan and include, at a minimum, project status methodology, project schedule, including phases and key milestones, Bidder resources and organization, change control methodology, and identified risks.

Deliverables:

1. Final Project Plan
2. Status Meetings
3. Bi-weekly Status Reports

Task 2 Design of CERS NextGen:

The Bidder shall describe their methodology for *eliciting and confirming* functional and technical requirements. The Bidder shall also describe the design methodology to be used to ensure functional and technical requirements are met.

Based on the work plan scope and schedule approved by the CalEPA Contract Manager in Task 1, the Contractor shall perform and complete the activities outlined below. The Contractor shall deliver:

- A Business Requirements Document (BRD) based on the functional requirements defined in this RFP. The BRD shall include proposed screen shots or wireframe



diagrams depicting the user interface pages of CERS NextGen. The Contractor shall input requirements into CalEPA's Application Lifecycle Management System.

- A CERS NextGen Architecture and Design Document including Entity Relationship Diagrams (ERD), Updated Data Dictionary and associated technical documentation.

Deliverables:

4. Final Business Requirements Document
5. Final Architecture and Design Document

Task 3 Knowledge Transfer:

The Bidder shall describe how CalEPA technical staff will gain working knowledge of the new CERS NextGen. CalEPA considers Knowledge Transfer different and distinct from training. Knowledge Transfer will occur throughout the design, development, and implementation phases of the project. Contractor shall be expected to conduct regular Knowledge Transfer meetings with CalEPA technical staff.

The Contractor shall conduct regular knowledge transfer sessions with CalEPA technical staff. Knowledge transfer activities must include, but are not limited to:

- Requirements validation
- User set-up and role-based security
- System Administration functions
- Workflow configurations
- development code
- Integration activities

Deliverable:

6. Knowledge Transfer sessions

Task 4 Configuration and Development of CERS NextGen:

The Bidder shall describe the approach to configuring, and if necessary, customizing the solution. The description of this approach must also include end-user account administration, user interfaces, and workflow processes.

Based on the BRD and CERS NextGen Architecture and Design Document approved in Task 2, the Contractor shall configure and develop CERS NextGen. Configuration of CERS NextGen shall include establishment of end user login credentials (User ID and password).

The Contractor shall conduct product presentations, demonstrating the screen layout and workflow without integration into CalEPA legacy systems. The purpose of this task is to gain approval of CERS NextGen configuration prior to integration.

Deliverables:



7. Set-up, Configuration, and Development of CERS NextGen
8. Final CERS NextGen Demonstration Plan
9. Approved CERS NextGen Screen Layout and Workflow Demonstrations

Task 5 System interface

The Bidder shall describe its proposed approach for providing the interface to several external system, which includes the following:

- Systems supporting local regulators
- US EPA's Resource Conservation and Recovery Act (RCRA) System
- The California Department of Toxic Substance Control's Hazardous Waste Tracking System (HWTS)
- Transfer of security log data to CalEPA's Security Information and Event Management system (SIEM).

Based on the interface approach described in response to this RFP, the contractor will develop an interface plan and submit the plan to CalEPA for review and approval.

Upon approval of the interface plan and according to the project schedule, the Contractor will work with CalEPA staff to implement the integration tasks.

Deliverables:

10. Updated Draft Integration Plan
11. Final Integration Plan
12. Integration Activities

Task 6 End-to-End Testing:

Upon successful integration into identified external systems, the Contractor will conduct system and end-to-end integration testing. The Contractor will include CalEPA Quality Assurance (QA) staff in the running of Quality Assurance Testing. CalEPA QA staff will run User Acceptance Testing with support from the Contractor.

Prior to executing testing activities, the Contractor will develop a draft test plan and submit the plan to CalEPA for approval. The test plan shall include the approach to testing including the use of CalEPA's Application Lifecycle Management system for test case development and tracking. Where possible the Contractor will use test script automation to conduct testing. The test plan shall include:

- Test methodology
- Test cases
- Test pass/fail criteria



For each test phase (integration, quality assurance, user acceptance) the Contractor will submit a Test Results Report to CalEPA for review and acceptance.

Deliverables:

13. Final Test Plan
14. System Test Results Report
15. Integration Test Results Report
16. User Acceptance Test Results Report

Task 7 Data Migration from the Legacy CERS to the new CERS NextGen:

The Bidder shall submit, with their RFP response, their overall data migration approach, including if a separate data migration environment will be needed as a part of their approach. The approach must include the handoff activities with the Data Cleansing Contractor. The approach shall guide the Contractor and the CalEPA through a structured, orderly, and seamless transition and shall address automation and repeatability, responsibilities, data migration, validation, and schedule.

The Contractor shall leverage their proposed data migration approach to develop the Data Migration Plan, which shall address the conversion of existing user account and other data from the current system to the new system. The plan shall include all related tasks, preparatory actions, required resources, time frames, work products, success criteria for data migration, data mapping and testing methods and procedures. The plan must also include fall back procedures in case of failures.

The Data Migration Plan shall include a clear delineation of duties between the CalEPA staff, the Data Cleansing Contractor, and Contractor staff. Upon approval of the plan, the Contractor shall migrate existing data from the legacy CERS into the new CERS NextGen. The data migration task includes data validation testing. A data validation report shall be delivered upon successful data migration.

Deliverables:

17. Final Data Migration Plan
18. Data Migration Activities
19. Data Migration Validation Report

Task 8 Training:

Based on the work plan scope and schedule approved by Contract Manager in Task 1, the Contractor shall perform the training activities outlined in this task:

- Develop CERS NextGen Administrator Manual, including administration information specific to the CERS NextGen solution.
- Conduct CERS NextGen Administrator Training to CalEPA staff



- Working with the Organizational Change Management team, develop end-user help documentation that can be viewed by external users through CERS NextGen. The end user help documentation's target audience are CUPAs, Businesses, and State Employees (CalEPA and BDOs).
- Conduct up to ten (10) train-the-trainer sessions for state staff and local regulators.
- Conduct up to five (5) end-user online training/workshops for end users.

Deliverables:

20. CERS NextGen Administrator Manual
21. Conduct CERS NextGen Administrator Training
22. Conduct train-the-trainer training
23. Train-the-trainer training documentation
24. Develop end user Help Documentation
25. Conduct end user training for CUPA and State Employee Users

Task 9 Go Live:

The Bidder shall describe their approach to coordinating Go Live activities to ensure seamless migration from the legacy CERS to the new CERS NextGen. The go-live checklist will be updated as necessary during implementation. Bidder's proposals must include the draft Go Live checklist.

Go Live activities will be coordinated with CalEPA to ensure seamless migration from the legacy CERS to CERS NextGen. The Contractor shall submit an updated Go Live Checklist to CalEPA prior to engaging in Go Live activities. The Go Live Checklist shall include all previous deliverables and their status (complete or open). Following Go Live, the Contractor shall support CalEPA's help desk by being available to answer end user or system administrator questions from 8-5 Monday through Friday for a minimum of two weeks.

Deliverables:

26. Final Go-Live Checklist
27. Post Go-Live Help Desk Support (two weeks minimum)

Task 10 Project Closeout:

The Bidder shall describe their approach to coordinating project closeout activities, including how previously submitted documents will be updated and how project lessons learned will be handled.

As part of the project closeout activities, the Contractor shall update previously submitted documents and participate in the project lessons learned meetings. The Contractor shall update:

- The Business Requirements Document and CalEPA's Application Lifecycle Management tool



- CERS NextGen Architecture and Design Document
- CERS NextGen Integration Plan
- CERS NextGen Administrator
- End user help documentation

Deliverables:

28. Updated Documentation
29. Participation in Lessons Learned/Retrospective Sessions

Task 11 Post Go-Live Stabilization Period and Maintenance and Operations:

Following the successful CERS NextGen Go Live and the two-week help desk support period, the Contractor shall provide ongoing maintenance and operations support for 1 year during the stabilization period. The budget for the maintenance and operations period is specified in the cost section of the RFP and may not exceed 10% of the total bid cost.

Maintenance and operations support may include but is not limited to the following activities:

- Modification of CERS NextGen screen layout, workflow, or integrations to resolve unanticipated or anomalous operation and performance issues
- Enhance CERS NextGen to meet new or changed requirements
- Test and document updates to CERS NextGen
- Train staff regarding modifications or enhancements

Maintenance and operations tasks will be covered under separate work authorizations. There may be one work authorization covering defect or bug corrections and separate work authorizations for enhancements.

Specific deliverables will be identified in Maintenance and Operations work authorizations.



Attachment A: Contractor Profile

1. Company Information

Company Name	
Address	
Parent corporation and/or subsidiaries, if applicable	
Website	

2. Primary Contact for this RFI

Name	
Title	
Email	
Telephone	

3. Company Overview (do not exceed 2 pages)

Provide a brief overview of your company including number of years in business, number of employees, nature of business, and description of clients. Indication of your company or subcontractor's [Small Business or Disabled Veteran Business Enterprise](#) status, as applicable.

4. Proposed Solution (do not exceed 10 pages)

In your response, please provide a brief description of:

- a. Your proposed solution
- b. Estimated implementation timeline
- c. User management approach: authentication, Multi-Factor Authentication (MFA), permissions (super user assigning permissions). E.g. CUPA lead user, facility lead user



5. RFI Assumptions and Limitations

- a. What assumptions have you made in preparing a response to this RFI?
- b. Are there any requirements that would preclude you from competing should an RFP be released? If yes, what suggested changes would allow you to compete?
 - i. Please identify the requirement # in your response



Attachment B: SOW Feedback

Please document any feedback regarding the SOW tasks or deliverables using the table below. Please add additional rows, as necessary.

Task / Deliverable	Feedback



Attachment C Instructions: Detailed Requirements

RFI Attachment C is an excel spreadsheet of the detailed solution requirements. Please complete the workbook as follows:

Column F: Available in System – Indicates whether the requirement is:

- B – Out of the Box feature of your product/solution including system configuration
- C – Update to code required
 - Complete Column G
- F – Functionality to be added in the future as part of your product roadmap.
 - Provide the anticipated release date in Column H.
- T – Provided by third-party software integration
 - Provide name of third-party software used in Column H.
- U – Unable to meet requirement
 - Provide explanation in Column H.

Column G: Level of Effort – Using the definitions below as a guide, please select the rough order of magnitude effort to meet requirements marked C – Update to code required.

- L – Minimal level of effort, i.e., < 8 hours including testing. An example might be a few lines of code changed in a single module or a simple GUI update.
- M – Moderate level of effort, i.e., < 40 hours including testing and documentation. An example might be a code change in one or two modules plus the addition of new attributes to existing database tables and GUI updates to reflect the new attributes.
- H – High level of effort, i.e., < 160 hours including design reviews, testing and documentation. An example might be code changes in multiple modules plus the addition of new attributes to existing database tables and the creation of new database tables and GUI updates to reflect the new attributes.
- XH – Extremely high level of effort, i.e., > 160 hours of effort including design reviews, impact analysis, demonstrations, testing and documentation. An example might be addition of a function that has an impact on the architecture of the product/solution including creation of new modules, new data base tables, and new GUI screens.

CalEPA has included Appendix E: Glossary of Terms and Acronyms to provide program-specific context to the terminology used in the requirements.



Attachment D: Cost Information

The CalEPA is requesting Contractors to provide rough order of magnitude (ROM) cost estimates for the solution described in the requirements document. Please complete the responses to the below cost table. Respondents should consider including the following components, or a relevant variation of the following components that fits their pricing model:

Cost item	Estimated ROM Cost	Notes / Explanation
1. License costs and programs (e.g. per seat, concurrent, site)	\$	
1a. Please explain variations in licensing programs (e.g. tiers), if applicable		
2. Sandboxes (e.g. development, testing, staging, training, data migration environments)	\$	
3. Additional storage costs per unit based on database metrics below, if applicable	\$	



Attachment D (continued)

Please provide cost estimates for each SOW Task below.

Task	Estimated ROM Cost	Notes, Comments, Assumptions
Task 1 Project Planning, Project Status Meetings and Project Status Report	\$	
Task 2 Design of CERS NextGen	\$	
Task 3 Knowledge Transfer	\$	
Task 4 Configuration and Development of CERS NextGen	\$	
Task 5 System integrations	\$	
Task 6 End-to-End Testing	\$	
Task 7 Data Migration from the Legacy CERS to the new CERS NextGen	\$	
Task 8 Training	\$	
Task 9 Go Live	\$	
Task 10 Project Closeout	\$	
Task 11 Post Go-Live Stabilization Period and Maintenance and Operations	\$	
Other costs not listed above	\$	



Additional Information

CalEPA is providing the following information to inform the development of cost estimates:

Metric	Value	As-of date or range
Total Registered Users	~187K	June 2022
Active Monthly Users (Range)	~10K – 20K/month ~14,300 (average)	May 2021 through May 2022
Current CERS Storage Requirements, including backups	Database: ~3TB File storage: ~5TB	June 2022
System Administrators and internal staff with elevated privileges	16	June 2022
Expected Data Transfer Connections	#100-150	
Average Monthly Electronic Data Transactions	~85K	May 2021 through May 2022

CERS usage statistics are publicly available online at this address:

<https://cersapps.calepa.ca.gov/public/statistics>

Additional information about the CalEPA Unified Program is available at this address:

<https://calepa.ca.gov/cupal/>

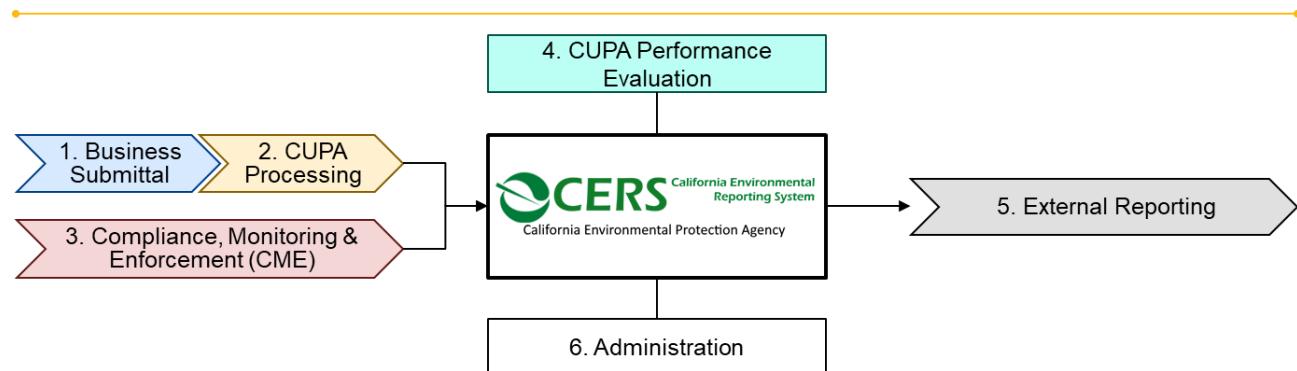
Additional information about CERS reporting requirements is available at this address:

<https://cers.calepa.ca.gov/>.

Additional information about CERS electronic data transfer service is available at this address: <https://cers.calepa.ca.gov/edt/>

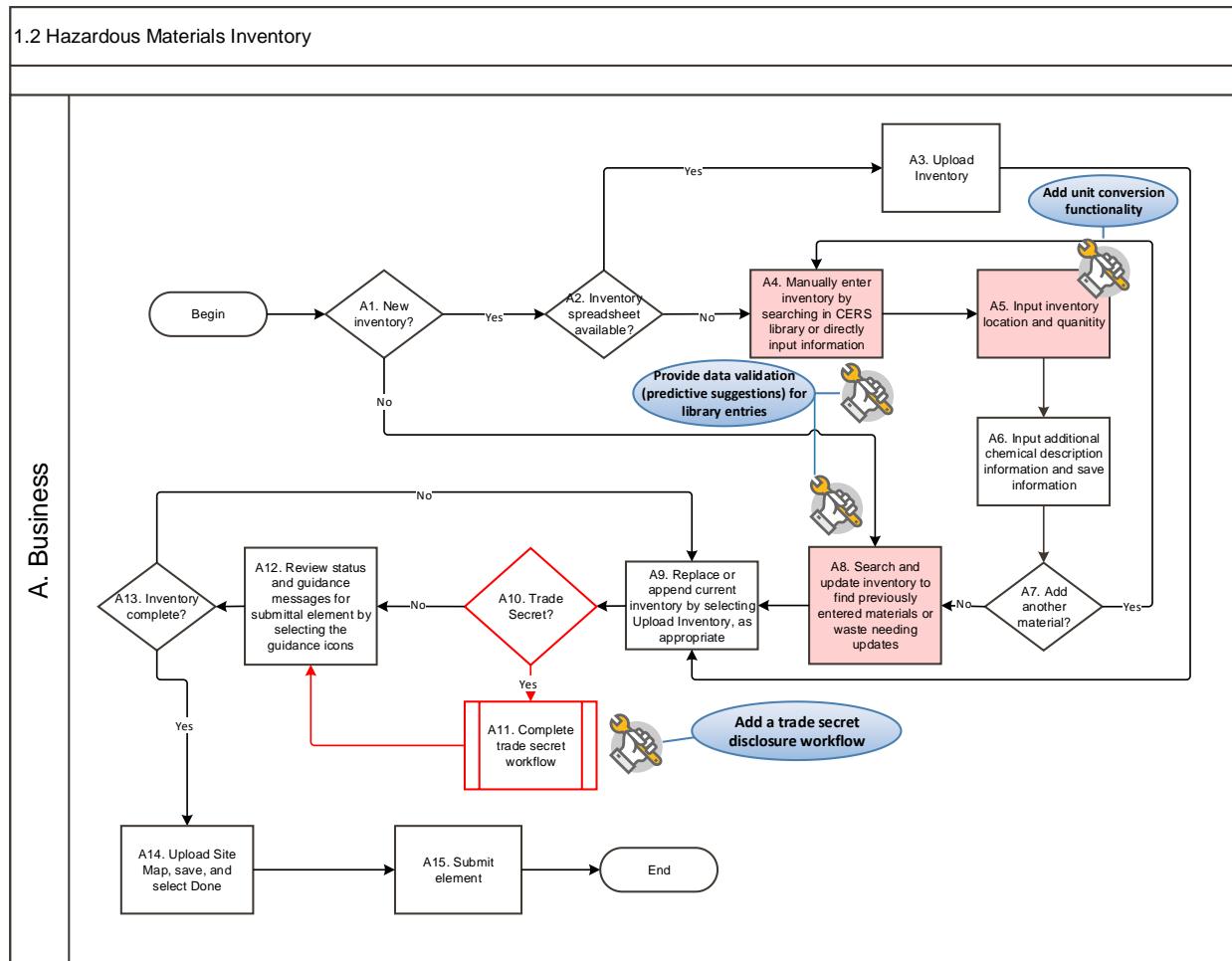
Thank you in advance for your participation and response to this inquiry.

Appendix A: CERS Scope Diagram

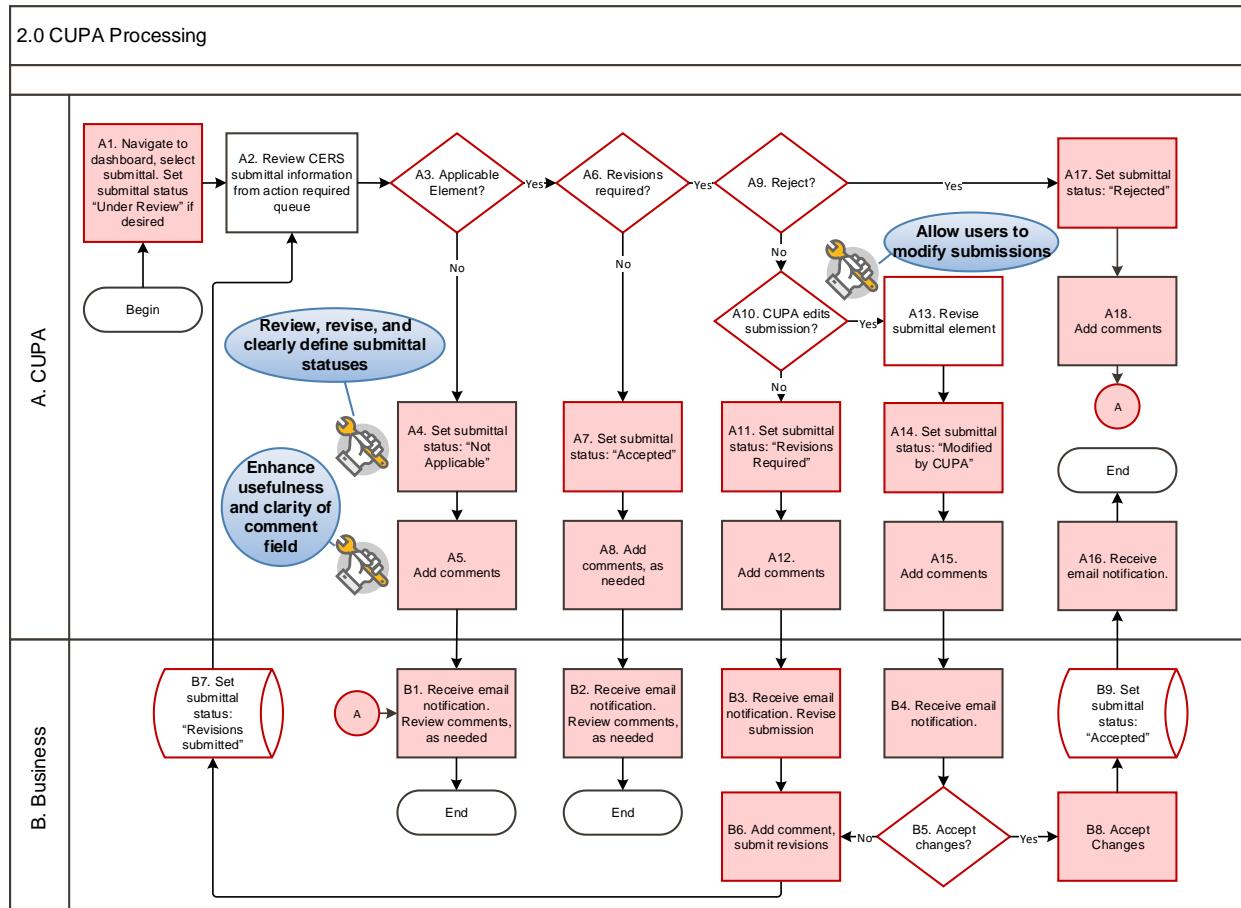


Process Group	Description
1. Business Submittals	Business submittal of facility information and State required documentation
2. CUPA Processing	CUPA processing activities, and status determination, of submittal
3. Compliance, monitoring and Enforcement (CME)	Including field work, issuance of violations, and return to compliance activities
4. CUPA performance evaluation	Reviews of CUPA performance conducted by CalEPA and other State agency program representatives
5. External reporting	To State and federal partners, general public, and emergency responders
6. Administration	User management, facility management, and training

Appendix B: Hazardous Materials Inventory Submittal Process Workflow

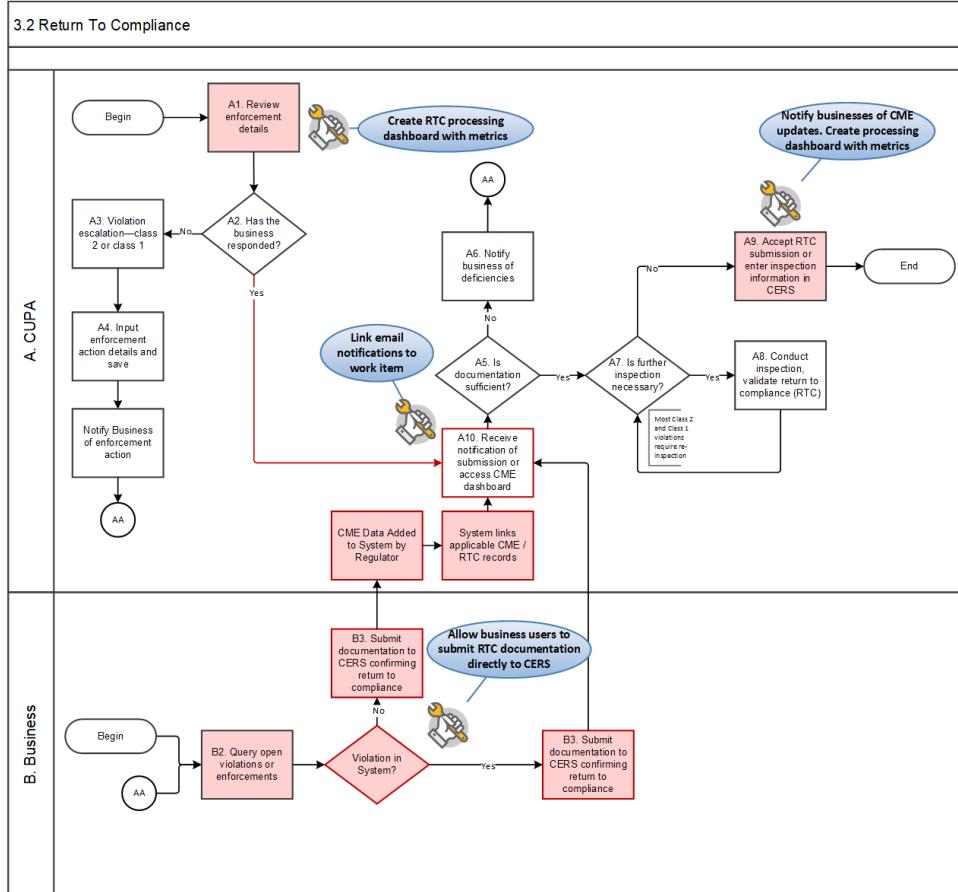


Appendix C: CUPA Processing Workflow



Appendix D: Return to Compliance Workflow

3.2 Return To Compliance



Appendix E: CERS Record Relationships

Businesses may have one or more related facilities, some of which may have one or more Underground Storage Tanks (USTs). Each facility requires submittal elements based on their business activities.

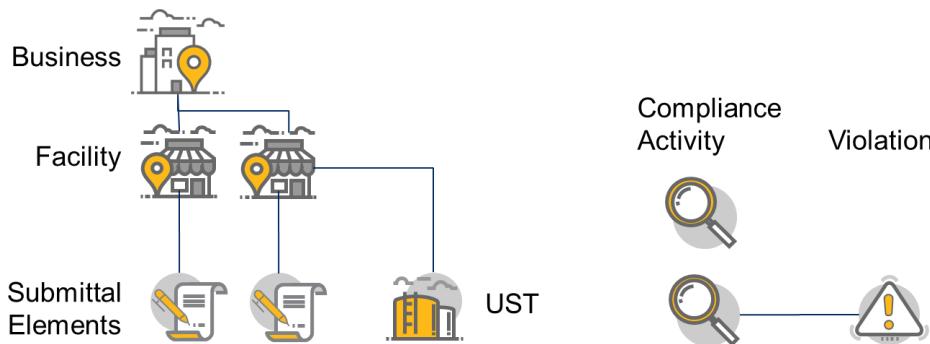
Local regulators (CUPAs) conduct Compliance, Monitoring, and Enforcement (CME) activities including conducting inspections. Summary compliance activity, violation, and enforcement information is uploaded to CERS through on-screen data entry or through electronic data transfer from the CUPAs local system. Both violations and enforcement actions can result from various compliance activities (inspections, administrative review, etc.). Businesses are ultimately responsible for returning to compliance (RTC) and resolving violations.

CERS

California Environmental
Reporting System

NextGen

Unifying the program with the platform



Questions?
CERSNextGen@CalEPA.ca.gov