DIT-T Unit: EAS SPECS		Methodology Owner/Contact: Janet Lowe		Date Methodology Initially Added: 03/02/2021
Methodology Name: Agile		Quality Management Plan Used: DIT-T Enterprise Quality Mgmt Plan		Date Last Updated: 03/02/2021
Methodology Type: Agile		Deliverable Repository: https://connect.ncdot.gov/site/ECM/SPECS_Internal/Forms/By%20Topic.aspx		Comments:

Phase	ID	Key Deliverable	Minimum Requirement	Req'd for Audit	Audit Control	Operational Change Request (Low Risk)	Req'd	Phase	Mapping Red Text = Differences from E-SDLC — Key Deliverable
Business Concept	1	Work Request		Y	ITGC03	Y	Y	Business Concept	Business Request
Business Concept	2	Alternatives Analysis	If required		ITGC03				
Business Concept	3	Preliminary Business Case	Min: Scope of Work, Resource Plan, Cost Plan, Start/End Dates		ITGC03				
Business Concept	4	Business Concept Exit Quality Review							
Initiation	5	Scope of Work	Min: Work Definition, Resources, Estimated Cost, Start/End Dates	Y	ITGC03	Y	Y	Initiation	Backlog Item (BI)
Initiation	6	Scope of Work Approval	DOT Business & DIT-T approval required	Y	ITGC03	Y	Y	Initiation	Backlog Item (BI) Approval
Initiation	7	Business Case			ITGC03				
Initiation	8	Benefits			ITGC03				
Initiation	9	Business Case Quality Review							
Initiation	10	EPMO Business Case DP Approval	DIT EPMO & OSBM approved required						
Initiation	11	Cost Plan			ITGC03				
Initiation	12	Schedule			ITGC03				
Initiation	13	Change Management Plan			ITGC03				
Initiation	14	Procurement Plan	If procuring resources, products, services		ITGC03				
Initiation	15	Communication Plan			ITGC03				
Initiation	16	Organization Chart			ITGC03				
Initiation	17	Quality Management Plan		Y	ITGC03	Y	Y	Initiation	Backlog Item (BI)
Initiation	18	Risk Assessment/Mitigation Plan			ITGC03				
Initiation	19	Issues Log			ITGC03				
Initiation	20	Privacy Threshold Analysis (PTA)	Required if application not previously documented and/or if changing any privacy information. DIT-T Security & DIT Approval required.	Y	ITGC01	Y	Y	Initiation	Privacy Threshold Analysis (PTA) - DIT File#300266
Initiation	21	Initiation Exit Quality Review			ITGC04				
Planning & Design	22	Project Change Request Log							
Planning & Design	23	Project Change Request	DIT-T and Business Approval		ITGC03				
Planning & Design	24	Project Change Request Quality Review							
Planning & Design	25	EPMO Change Request DP Approval	EPMO and/or OSBM approval (if required)						
Planning & Design	26	SAP Cost Exception Report							
Planning & Design	27	Requirements Management Plan			ITGC03				

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Planning & Design	28	Requirements	Must be approved by Business and other stakeholders, including Architecture, Security, Infrastructure, etc.	Y	ITGC01 ITGC02 ITGC03	Y	Y	Planning & Design	Backlog Item (BI)
Planning & Design	29	Requirements Approval	Required on all sizes of work except on small operational work, this may be included in Work Definition.	Y	ITGC01 ITGC02 ITGC03	Y	Y	Planning & Design	Backlog Item (BI) Approval
Planning & Design	30	Requirements Traceability Matrix							
Planning & Design	32	Architecture Design			ITGC01 ITGC02				
Planning & Design	33	Architecture DP Quality Review	If required by EPMO						
Planning & Design	34	EPMO Architecture DP Approval	If required by EPMO DIT Architecture Approval required		ITGC01 ITGC02				
Planning & Design	35	Security DP Quality Review	If required by EPMO						
Planning & Design	36	EPMO Security DP Approval	If required by EPMO DIT Approval Required		ITGC01 ITGC02				
Planning & Design	37	Architecture Exception Request	If required, complete DIT Approval Required						
Planning & Design	38	NCID Exception Request	If required, complete DIT Approval Required		ITGC01				
Planning & Design	39	Security Exception Request	If required, complete DIT Approval Required		ITGC01				
Planning & Design	40	Design Document		Y	ITGC03	Y	Y	Planning & Design	N/A - Out of the box configuration of vendor application
Planning & Design	41	Design Approval	Business and other stakeholders approvals	Y	ITGC03	Y	Y	Planning & Design	N/A - Out of the box configuration of vendor application
Planning & Design	42	Business Continuity Plan	If required		ITGC03				
Planning & Design	43	Disaster Recovery Plan	If required		ITGC03				
Planning & Design	44	Training Plan	If required		ITGC03				
Planning & Design	45	Test Plan							
Planning & Design	46	Acceptance Process and Criteria			ITGC03				
Planning & Design	47	Acceptance Process and Criteria Approval	Must be approved by Business and other stakeholders		ITGC03				
Planning & Design	48	Operational Level Agreement (OLA)	Required if there are changes to the current OLA.		ITGC04				
Planning & Design	49	Operational Level Agreement (OLA) Approval	If required Must be approved by IT Stakeholders		ITGC04				
Planning & Design	50	Business Approval to Exit P&D			ITGC03				
Planning & Design	51	P&D Exit Quality Review			ITGC04				
Planning & Design		**If RFP required, deliverables below:**							**If RFP required, deliverables below:**
Planning & Design	52	RFP Request for Commodity/Service Form			ITGC04				
Planning & Design	53	RFP Disaster Recovery Assessment			ITGC04				
Planning & Design	54	RFP Sourcing Exception Request	If required for the RFP		ITGC04				
Planning & Design	55	RFP Hosting Exception Request	If required for the RFP		ITGC04				
Planning & Design	56	RFP and Attachments			ITGC03 ITGC04				

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Planning & Design	57	RFP Proposal Evaluation Plan			ITGC03 ITGC04				
Planning & Design	58	RFP Content Submission							
Planning & Design	59	RFP Individual Evaluation Workbooks			ITGC03 ITGC04				
Planning & Design	60	RFP Oral Presentation/Demonstration Guide			ITGC03 ITGC04				
Planning & Design	61	RFP Consensus Evaluation Workbook			ITGC03				
Planning & Design	62	RFP Evaluation Report with Award Recommendation			ITGC03 ITGC04				
Planning & Design	63	RFP Evaluation Report Approvals	Business and other stakeholders approvals required.		ITGC03 ITGC04				
Planning & Design	64	RFP CIO Presentation							
Planning & Design	65	RFP Evaluation Review Checklist							
Planning & Design	66	EPMO RFP Review DP Approval	DPMO Approval Required						
Planning & Design	67	EPMO Contract Award Review DP Approval	DPMO Approval Required						
Planning & Design		**If Invitation for Bid (IFB) required, deliverables below:**							**If Invitation for Bid (IFB) required, deliverables below:**
Planning & Design	68	IFB Request for Commodity/Service Form			ITGC03 ITGC04				
Planning & Design	69	IFB Disaster Recovery Assessment	If required for IFB		ITGC03 ITGC04				
Planning & Design	70	IFB Sourcing Exception Request	If required for IFB		ITGC04				
Planning & Design	71	IFB Hosting Exception Request	If required for IFB		ITGC04				
Planning & Design	72	IFB and Attachments			ITGC03 ITGC04				
Planning & Design	73	IFB Statement of Work	May be required for Extensive Services		ITGC03 ITGC04				
Planning & Design	74	IFB Bid Review Checklist							
Planning & Design	75	IFB Award Approval	Business and other stakeholders approvals required.		ITGC04				
Planning & Design		**IF Request for Quote (RFQ) required, deliverables below:**							**IF Request for Quote (RFQ) required, deliverables below:**
Planning & Design	76	RFQ Request for Commodity/Service Form			ITGC03 ITGC04				
Planning & Design	77	RFQ Disaster Recovery Assessment	If required for RFQ		ITGC03 ITGC04				
Planning & Design	78	RFQ Sourcing Exception Request	If required for RFQ		ITGC04				
Planning & Design	79	RFQ Hosting Exception Request	If required for RFQ		ITGC04				
Planning & Design	80	RFQ and Attachments			ITGC03 ITGC04				
Planning & Design	81	RFQ Market Research			ITGC03 ITGC04				
Planning & Design	82	RFQ Estimate or Unofficial Quote			ITGC04				

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Planning & Design	83	RFQ Statement of Work			ITGC03 ITGC04				
Planning & Design	84	RFQ Quote Review Document			ITGC03 ITGC04				
Planning & Design	85	RFQ Award Approval	Business and other stakeholders approvals required.		ITGC04				
Planning & Design		**If Contract Modifications through Amendment required, deliverables below:**							**If Contract Modifications through Amendment required, deliverables below:**
Planning & Design	86	Amendment Request for Commodity/Service Form			ITGC03 ITGC04				
Planning & Design	87	Amendment Disaster Recovery Assessment	May be required if change in scope of work		ITGC03 ITGC04				
Planning & Design	88	Amendment Sourcing Exception Request	If required for Amendment		ITGC04				
Planning & Design	89	Amendment Hosting Exception Request	If required for Amendment		ITGC04				
Planning & Design	90	Amendment and Attachments			ITGC03 ITGC04				
Planning & Design	91	Amendment Market Research			ITGC03 ITGC04				
Planning & Design	92	Amendment Estimate or Unofficial Quote			ITGC03 ITGC04				
Planning & Design	93	Amendment Statement of Work	May be required for additional work within scope of work in existing contract		ITGC03 ITGC04				
Planning & Design	94	Amendment Approval	Business and other stakeholders approvals required.		ITGC04				
Planning & Design		**IF Request for Information (RFI), deliverables below:**							**IF Request for Information (RFI), deliverables below:**
Planning & Design	95	RFI			ITGC03 ITGC04				
Execute & Build	31	Application Architecture Design (AAD)	DIT-T Architecture Approval Required	Y	ITGC01 ITGC02	Y	Y	Execute & Build	Application Architecture Design (AAD)
Execute & Build	96	Code Structural Quality Analysis (CAST) Report	If required						
Execute & Build	97	Component Integration Test (CIT) Approved		Y	ITGC02	Y	Y	Execute & Build	Regression Testing Spreadsheet
Execute & Build	98	System Integration Test (SIT) Approved		Y	ITGC02	Y	Y	Execute & Build	Regression Testing Spreadsheet
Execute & Build	99	Performance Testing Approved	If required						
Execute & Build	100	IT Testing Complete Approval		Y	ITGC02	Y	Y	Execute & Build	Regression Testing Spreadsheet
Execute & Build	101	User Acceptance Plan and Script	IT management involves users in the design of applications, selection of packaged software and testing thereof.	Y	ITGC03	Y	Y	Execute & Build	Backlog Item (BI) - Acceptance Criteria
Execute & Build	102	Sponsor Approved UAT		Y	ITGC03	Y	Y	Execute & Build	Stakeholder Meeting Notes
Execute & Build	103	Implementation Plan							
Execute & Build	104	Go Live Readiness Assessment		Y	ITGC03	Y	Y	Execute & Build	TBD

				Req'd for Audit	Audit Control	Operational		Req'd	Mapping Red Text = Differences from E-SDLC	
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Execute & Build	105	Go Live Approval	Business and other Stakeholders approval	Y	ITGC03	Y		Y	Execute & Build	Stakeholder Meeting Notes
Execute & Build	106	Project Go Live Readiness DP Quality Review	If required							
Execute & Build	107	EPMO Go Live Readiness DP Approval	If required. EPMO approval							
Execute & Build	108	E&B Exit Quality Review								
Implementation	109	Business Approval to Close the Project			ITGC03					
Implementation	110	Implementation Exit Quality Review								
Closeout	111	SAP Commitments Reconciled								
Closeout	112	Lessons Learned Survey								
Closeout	113	EPMO Lessons Learned								
Closeout	114	EPMO Closeout Report								
Closeout	115	Closeout Quality Review								