



Department of Cannabis Control

CALIFORNIA

Market Research – Request for Information Track and Trace Software and Implementation Services
Vendor Question and Department Responses

6/8/2023

Vendor Questions and Responses

ID	Vendor Question	Department of Cannabis Control Response
1	Is the data to be converted archived data from disparate databases?	The data to be converted is anticipated at this time to come from one source: the Department's current track and trace database.
2	How much data is to be converted?	As of now, the Department's current track and trace database measures at multiple terabytes of data. The Department intends to convert all this data.
3	Is the data exportable in standard digital format, how much data are to be imported?	The Department anticipates the data can be exported from the current source database in a standard format. The Department's current track and trace database measures at multiple terabytes of data.
4	Do the documents have form fields with pertinent data that must be extracted and searchable? If so, what format, i.e. .csv, .xlsx, .SQL?	The Department currently has limited use cases for storing documents in the system. What documents are stored are stored in PDF format. If the vendor would like to describe their capacity to recognize and extract data from uploaded documents and how that may meet a business need, they may do so in the narrative response as described in 5.0.
5	Does each document dataset already have a Unique Identifier (UID) associated with it?	The Department does not associate UIDs with documents. A UID may be used to identify a specific plant or set of plants or a specific package (including individual packages sold or offered for sale at retail).
6	Are the datasets standardized, sequenced or categorized by each stakeholder agency or is it an array of non-standard datasets?	The current database is standardized.
7	Are there currently state-wide Dept of Cannabis Control standardized digital forms or DCC plans to digitally standardize forms and datasets?	There are no plans currently to augment or modify the current processes as specified in regulation with additional forms. If the vendor would like to describe how their system could meet a business need with standardized digital forms they may include that information within their narrative response as described in 5.0.
8	Are the digital documents and datasets to be stored in a cloud; California government servers, or commercial approved by National Institute of Standards and Technology (NIST) 800-53 security controls for cloud-based systems?	The Department will require the database be stored in a secure cloud-environment meeting all applicable NIST standards, including 800-53.

9	What is the timeline to have all data conversion?	The data conversion timeline is unknown at this time as the Department is only in a market research phase.
10	Is there a prioritization of agencies, documents or datasets during conversion?	The Department anticipates that all project-related activities (including conversion) will be prioritized and planned in collaboration with the system integration partner and software provider.
11	When does DCC need the CCTT to be operational?	The timeline is unknown at this time as the Department is only in a market research phase. The Department currently has an operational track and trace system. If the Department chooses to move forward with a software product different than its current one, there can be no interruption of service for data migration or transition activities during business hours.
12	Will the responses to the RFI be made public either partially or entirely?	Responses are subject to the Public Records Act. Respondents should be aware that the information provided will be available in full when requested under the Public Records Act and may appear in various reports or requests.
13	Would the state accept/consider responses from a vendor that accommodate some, not all, of the state's needs? Is the DCC's desire for that one vendor is able to fulfill all requirements?	The Department values responses from all vendors to the RFI. This feedback will be an input towards future decisions regarding the scope of the Departments track and trace software contract. If a vendor can only respond to a portion of the requirements in the RFI, that vendor can still submit a response, and the Department will review it.
14	Does a vendor need to submit to the RFI to be considered for any subsequent related RFP's?	No. Response to the RFI is not a pre-requisite of responding to future contract opportunities.
15	Would the state encourage vendors to respond with information not requested but would likely add value to the state's future track and trace system?	Additional information about a vendor's product is welcome. The Department encourages responses from all vendors to the RFI if a vendor believes its product will, at a minimum, meet the business needs and non-functional requirements.
16	Response Matrix - For Non-Functional Requirements, vendors only need to fill out the "Non-Functional Req Matrix" tab in the RFI Response Matrix, correct?	Correct.
17	Section 2.1.3 is listed twice in the RFI (2.1.3 track shipments & 2.1.3 manage shipments), please clarify if this is an error or if both need a response from vendors?	This is a non-substantive error. The update of the title of section 2.1.3 was not updated to "Track Shipments" in two places. The individual requirements in the table in section 2.1.3 are correct and represent the Department's business need.

18	Are responses subject to Public Records Act requests? If so, how should respondents flag proprietary or confidential information in the response that would be protected from Public Records Act requests?	Responses are subject to the Public Records Act. Respondents should be aware that the information provided will be available in full when requested under the Public Records Act and may appear in various reports or requests.
19	Will the DCC request vendor system demonstrations as part of the RFI process?	The Department may request demonstrations as part of future market research activities.
20	Will the DCC share how RFI responses will be evaluated in context of next steps for a track-and-trace solution contract?	The Department will evaluate all responses submitted thoroughly as part of its research into the market conditions for track and trace software solutions. Market research analysis is a necessary precursor to follow-on procurement activities.
21	Is the DCC requiring that all system functionality be live by June 2024, when the existing contract ends?	This is not a requirement of this RFI.
22	Will the State request and/or consider information on vendors' government track-and-trace contracts, including any government contracts that were not renewed or have been terminated (mutually or otherwise) before the term ended?	A comprehensive history of a vendor's contracts with other governmental entities is not required in response to this RFI. There is a request to provide references in the RFI in the Response Matrix.
23	Will the State request and/or consider information on a vendor's experience in and capacity to provide system implementation, support, and training for >12,000 facilities in a given jurisdiction?	The RFI requests a "Training Narrative Response" as mentioned in Section 5.0 Response Instructions. This information may be applicable to that response area.
24	Will the State request and/or consider information on a vendor's API capabilities, including experience in and capacity to support over 130 third-party integrations in a given jurisdiction?	The RFI references APIs as a business need. The RFI requests a "Business Need Narrative Response" as mentioned in Section 5.0. Respondents can include information regarding their software's API capabilities and capacity in the narrative response.
25	2.4.6 A: How does the State currently monitor and project system related DCC staff workload?	Currently, the Department identifies statistical trends, anomalies, and metrics to assist in planning or quantifying Department staff workload.
26	2.3.2D: Could the State further describe its desired workflow to designate and approve confidential data fields -- and how confidential data fields are determined?	<p>The Department presumes this question is related to 2.4.2D: The Department CCTT Administrator needs the ability to designate information in the system as confidential.</p> <p>The Department would work with its software provider and system integrator of the system to arrive at a complete desired workflow. To further contextualize the use case, the Department would use this feature to ensure external users (like a local jurisdiction user) cannot see some data of a</p>

		sensitive nature may only be appropriate for certain Department staff but not others.
27	What is the state's definition of "designation" in context of 2.4.2D, "the ability to designate information in the system as confidential"?	The term designation in this context is being used in a similar manner as 'identification.' The Department would use this feature to designate access of certain data elements to specific users and not others.
28	Would the State consider extending the RFI submission deadline?	No, the Department will not be extending the deadline.
29	Section 2.1.3 relates to... " <i>A Licensee receiving a shipment needs to verify receipt of the shipment and confirm details of the cannabis it includes.</i> " Does this requirement include the vendor's ability to support retailer delivery ledgers? If not, is there a requirement for supporting retailer delivery ledgers?	Requirements for the tracking of retail delivery sales are included in section 2.2.3.
30	Requirement 2.2.1B For each type of license, the Department needs the ability to designate the specific elements of cannabis supply chain information they need to review, validate, and track within and between Licensees in the system. Can the Department please clarify which specific elements they will need the ability to designate to each license type? Will the state need to validate the review before the changes are accepted? What would be an example of this situation?	The Department needs the ability to limit the view and update capabilities of Licensees participating in supply chain activities based on their role in the supply chain. For example, a cultivator would not be able to view or update cannabis sales information which is a requirement for a retailer. There are many specific elements this would apply to and the Department would make these specifications in a different forum (i.e. formal procurements, joint application design sessions).
31	Requirement 2.2.2B For each license type, the Department needs the ability to designate the specific elements of cannabis supply chain information they are eligible to update to show regulatory actions on cannabis. Can the Department please clarify who would be the eligible person in this scenario (state or licensee) and please provide an example? Does this requirement imply that this would be related to recalled inventory so that it may not be modified? Does this requirement imply that certain license types can only modify certain information?	This requirement is referencing an internal Department user. The example of recalled inventory is applicable to this requirement. This specific requirement is not related to limiting certain license types' abilities to modify information, but that need is implied by other requirements including 2.2.1B.
32	Requirement 2.2.4D The Department needs the ability to view a record of all changes made to the configurable parameters and algorithm data	Requirement 2.2.4B addresses the Department's needs to set flags and update flags of system irregularities. 2.2.4D states the Department needs the ability to view a record of all changes made to the

	<p>elements used to flag irregularities to audit and refine any such changes made over time</p> <p>Does this requirement imply that the Department would need to be able to configure the audit events in the state portal or would these be changes made to the algorithms from the development team? In addition, would this be a log report of changes made to any elements that would be set to flag an audit event?</p>	<p>configurable parameters and algorithm data elements. A report is one way this data could be viewed.</p>
33	<p>Requirement 2.4.2B The Department CCTT Administrator needs the ability to authenticate the validity of other governmental users through the use of external systems where appropriate and mutually agreed (e.g. Law Enforcement access confirmed with the use of a DOJ system)</p> <p>Can the Department confirm if an example of this is similar to a DOJ user requesting access and validating within the DOJ system? Would this require any API integration? Can the Department please provide an example?</p>	<p>The validation of other governmental users' access to the data can take the form of validation prior to accessing data through an API or the general user interface. An additional example other than the one provided in the requirement would be a staff person from another government agency reviewing data in the system. This individual would need to be authenticated prior to accessing data in the system.</p>
34	<p>Requirement 3.1.31 All interfaces shall produce exception reports outlining all exceptions.</p> <p>Can the Department please provide some examples of the type of exceptions expected to be outlined within the exception reports?</p>	<p>Exception reports would detail why a specific read or write of multiple records did not occur as expected at a given API end point or during the processing of a file. Examples of exceptions might be the following:</p> <ol style="list-style-type: none"> 1. The system did not complete processing of a batch file due to a timeout. 2. The system could not process one or more records due to a formatting issue of specific individual data elements within the file. 3. The system could not complete an API call because the parameters were not correct.
35	<p>For unique identifiers, how does the Department envision labeling seeds? Typically, we have seen labeling done once the plant gets to be 8" tall or labeling of the jar in which the seed is grown.</p>	<p>Labeling requirements are specified in the Department's regulations, which are available via the Department's website: www.cannabis.ca.gov.</p>
36	<p>Does the scope of the system envisioned by the RFI include providing an API for all 12,000 licensees or is the goal to provide a secure API that could be leveraged by the licensee if they do not manually enter the data or upload it from a file?</p>	<p>The vendor would need to make APIs available to those licensees who choose to use it, but it would not be a requirement for all licensees to use APIs to read or update data in the system. The APIs can be standardized and would not be expected</p>

		to be made custom for different third-party integrators.
37	For the irregularities that needed to be flagged, is this for both the adult-use cannabis and the medical-use cannabis? And should ongoing consultations be part of a managed service?	These irregularities would be for all cannabis product types. Ongoing consultations could be part of support to meet the needs of the Department. How those needs will be met can be described in the narrative response to Section 4.8 – Post Implementation Support Tasks.