



**ALEX PADILLA** | SECRETARY OF STATE | STATE OF CALIFORNIA  
1500 11<sup>th</sup> Street | Sacramento, CA 95814 | **Tel** 916.653.7244 | **Fax** 916.653.4620 | [www.sos.ca.gov](http://www.sos.ca.gov)

October 11, 2016

The Honorable Mark Leno, Chairman  
The Joint Legislative Budget Committee  
1020 N Street, Room 553  
Sacramento, CA 95814

Dear Senator Leno:

In accordance with the Supplemental Report of the 2014-15 Budget Package, Item 0890-001-0228, attached is my office's quarterly report on the progress of the California Business Connect project. If you have any questions about this report, please feel free to contact me at (916) 653-7244, or have your staff contact my Chief of the Business Programs Division, Betsy Bogart, at (916) 695-1197.

Sincerely,

Alex Padilla  
Secretary of State

Attachment

cc: Mr. Daniel Alvarez, Secretary of the Senate  
Mr. E. Dotson Wilson, Chief Clerk of the Assembly  
Ms. Diane Boyer-Vine, Legislative Counsel  
Mr. Mac Taylor, Legislative Analyst

## California Business Connect Update as of October 11, 2016

### Introduction

The “Supplemental Report of the 2014-15 Budget” of the Legislative Analyst’s Office requires the Secretary of State to provide a quarterly report on the progress of the California Business Connect project on or before October 15, 2014, and on or before every January 15, April 15, July 15, and October 15, thereafter, to the chairs of the Joint Legislative Budget Committee and the fiscal committees of the Legislature. The Secretary of State (SOS) also is required to certify whether the SOS: (a) anticipates making or has made any changes to the project’s scope, schedule, or budget; and (b) believes there are any problems that would preclude meeting the approved project schedule and budget. This reporting requirement will end upon the completion or termination of the California Business Connect project.

### Background

The California Business Connect project is intended to change how people interact with the Business Programs Division of the Secretary of State’s office. The California Business Connect project solution affects nearly every Business Programs Division process, including most of the business filings for corporations, limited liability companies, limited partnerships, and other statutorily-required filings which currently are processed and filed in a paper-driven production environment (exceptions include Uniform Commercial Code filings and corporate statements of information, which have online services). California Business Connect is proposed as an integrated automated solution that has configurable components requiring minimal customization, while still being robust, secure, and easy to operate and maintain. In the new California Business Connect environment, the processes will be almost entirely paperless, with many of the filings and requests for information completely automated through online services.

### October 2016 Report

The California Business Connect (CBC) project is currently in the Planning phase. The Business Analyst vendor began work on August 22, 2016. The first deliverable was a review with comments of the CBC project team As-Is and Future State diagrams; this deliverable was completed on October 5, 2016, as scheduled. The Business Analyst vendor also began Requirements elicitation on September 16, 2016, with Draft 1 of the Requirements due November 21, 2016. On September 14, 2016, a new Project Director joined the Secretary of State team. The Secretary of State has started review of the Independent Validation and Verification vendor replies to the Request for Offer. The Secretary of State plans to award the Independent Validation and Verification contract in October, 2016.

### Project Timeline per SPR #2

Major Milestones	Special Project Report Estimated Completion Date	Actual Completion Date
Receive Special Project Report #2 Approval	2/1/2016	4/1/2016
Release of Request For Proposal	8/01/2017	
Contract Awarded	9/01/2018	
Vendor On-board	11/01/2018	
Phase 1: LLC & LP Deployment	8/31/2019	
Phase 2: Corporations Deployment	2/29/2020	
Phase 3: Uniform Commercial Code Deployment	8/31/2020	
Phase 4: Trademarks Deployment	1/31/2021	
First Year Contract Maintenance and Operations	1/31/2022	
Post Implementation Evaluation Report	1/31/2022	