Completions of the Assessment and Authorization process shall require the Contractor to collaborate with the VA Office of Information and Technology, in completing Verification and Validation and Compliance Reviews. The Contractor shall provide subject matter expertise to support and coordinate all required activities Assistance shall include.

a) Assembling or creating the necessary documentation to complete a V&V Intake Form which shall include (at a minimum):

    1.   User Stories with Acceptance Criteria extracted from Atlassian Jira and posted on/to the MAE (Mobile Application Environment) project wiki page as an addendum to the RSD or ARD

    2.   ARD/BRD MA (mobile application) Addendum

    3.   Unit and SQA Test Cases with Results posted on/to the MAE project wiki page

    4.   Requirements Traceability Matrix (RTM) based on User Stories/Acceptance Criteria and Test Results (Unit/SQA)

    5.   Outstanding (unresolved) defect log posted on/to the MAE project wiki page

    6.   System Design Document (SDD) Addendum posted on/to the MAE project wiki page, including an applicable Data Model

    7.   Completed V&V test intake form

    8.   User Guide

    9.   System Security Plan Addendum

    10.   Verification Description Document (VDD)

    11.   Release Management Plan

    12.   Deployment/Implementation Plan

    13.   Production Operations Manual

    14.   Assumptions Verification Letter (AVL)

b) Submitting and if necessary re-submit the application for Verification/ Validation and Compliance Review until approved or until exceptions have been granted.

c) The Contractor shall submit a Compliance Report documenting all reviews have been successfully completed and all reviewing bodies have approved the app for use, the application has been loaded into the MAE's production environment and it is working in accordance with its requirements and documentation.

d) The Contractor shall provide Final updates, incorporating updates from the Verification / Validation and Compliance Review Process, for the Software Source Code, Systems Design Document, Data Dictionary, Interface Control Document, Requirements Specification Document, Requirements Traceability Matrix, and the Technical Guides and User Instruction Manuals via Jira Wiki. The Software and Source code shall be uploaded to the VA MAE.