

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE
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PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO.
19

3. EFFECTIVE DATE
[REDACTED]

4. REQUISITION/PURCHASE REQ. NO.
[REDACTED]

5. PROJECT NO. (If applicable)
N/A

6. ISSUED BY CODE [REDACTED]

7. ADMINISTERED BY (If other than Item 6) CODE [REDACTED]

NAVSUP FLC Norfolk, Detachment Philadelphia
700 Robbins Avenue, Bldg. 2B
Philadelphia PA 19111-5083
[REDACTED]

DCMA Manassas
14501 George Carter Way, 2nd Floor
Chantilly VA 20151

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code)
Ironclad Technology Services LLC
200 Golden Oak Court, Suite 320
Virginia Beach VA 23452

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED (SEE ITEM 13)

CAGE CODE 518C1

FACILITY CODE

[X]

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(*) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

[] B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

[] C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

[X] D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [] is not, [X] is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

NSN 7540-01-152-8070

30-105

STANDARD FORM 30 (Rev. 10-83)

PREVIOUS EDITION UNUSABLE

Prescribed by GSA
FAR (48 CFR) 53.243

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
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GENERAL INFORMATION

The purpose of this modification is to realign funds and to add a DFARS payment instruction. Accordingly, said Task Order is modified as follows: A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

[REDACTED]				
[REDACTED]				
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
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[REDACTED]

[REDACTED]

(End of Provision)

PAYMENT OF FIXED FEE (FEB 1996)

[REDACTED]

If the option periods are exercised, the level of effort and fixed fee will be adjusted to read as follows:

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[REDACTED]

[REDACTED]

[REDACTED]

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance Based Work Statement for Maintenance of the Command Financial Management System (CFMS)

1.0 Background

Commander, Navy Installations Command (CNIC) is designated by The Chief of Naval Operations (CNO) as the Shore Readiness Integrator and single process owner for shore readiness. Our installations exist to deliver scalable, agile, and adaptive shore capabilities to meet the demand requirements of the Fleet, Fighter, and Family.

The Command Financial Management System (CFMS) was developed for the United States Navy (USFFC) in 1997 and was implemented at CNIC in 2004. CFMS is hosted by the US Navy (CNIC) at the Service Delivery Point (SDP) located in Norfolk, Virginia. The CFMS Continuity of Operations (COOP) site is located in the Grace Hopper Building, NAS North Island in San Diego, California. CFMS functionality includes budget formulation for civilian labor and non-labor; funds administration for the creation and management of funding allocation documents (operating budgets and operating targets), as well as the creation of encumbrance documents (i.e., NC 2276 Request for Contractual Procurement (RCP), MIPR, work requests, project orders); and, managerial analysis which includes reconciliation with STARS-FL, reporting, queries, data mining, business intelligence, general account reconciliation, and conducting the Tri-annual Review process. Over 2,900 registered users produce over 190,000 encumbrance documents each year, execute over 785,000 managerial reports, and produce over 26,000 funding allocation documents and amendments. CFMS is a mature system and approved by the Navy's Functional Area Manager, ASN (FMO). Its Authority to Operate (ATO) is valid until 18 August 2012 and the ATO is expected to be renewed for an additional three years.

1.1 Reference Documents

DoD Instruction and Guidance for the DIACAP process, latest versions
DoD Directive 8500.1, Information Assurance (IA), October 2002
DoD Instruction 8500.2, Information Assurance Implementation
ISO 9000, Quality Management Systems -Fundamentals and Vocabulary, April 2001
Di-IPSC-8 1442, Software Version Description
DoN DIACAP Handbook, Version 1
DoD Instruction 5400.16, DoD Privacy Impact Assessment (PIA) Guidance
DoD Instruction 8520.2, Public Key Infrastructure and Public Key Enabling
DoD Instruction 5400.11-R, Department of Defense Privacy Program

1.2 Technical Overview

CFMS is designed for reporting and managing the Command's financial resources and allows users to budget, manage, and expend financial resources. The application is sponsored by Commander, Navy Installations Command and is currently used by all activities reporting to the command.

CFMS data are accessed via a web browser using Secure Sockets Layer (SSL). Any user, with appropriate need to know, can be given access to the data. Access is controlled via the security capabilities of the Oracle Internet Directory. Users are given unique User IDs, permitted to load their DoD generated Public Key Infrastructure (PKI) certificates and granted access to specific system transaction processes. CFMS will run on any client machine with a CAC reader, connected to the Internet using any PKI-enabled web browser compatible with Internet Explorer 5.5 or higher, and configured to accept 128-bit encryption.

The CFMS system architecture consists of a multi-tiered application scheme, composed of Oracle Real Applications Clusters (clustered database with failover), Oracle Application Server (Web Logic, forms and reports) and Sun Java.. Existing Oracle Forms modules are planned to be retooled and replaced with J2EE. The

application server is a load balanced web server farm that the CFMS client's web browser communicates with over HTTPS port 443 (SSL – Secure Sockets Layer) using PKI authentication. The application server product, in turn, communicates with the databases via SQL*Net port 1521.

Authentication to the CFMS application is handled through the use of Oracle Single Sign On (SSO) and client certificate verification, PKI. The CFMS Infrastructure currently verifies each user has a valid client certificate generated from an authorized certificate authority and authenticates the user based on that certificate. The authentication function is split from the main Oracle Application Server product, and is run on a separate infrastructure server. This infrastructure server is not currently served by the load balancer and maintains an HTTPS session directly with the CFMS client throughout sign on. Once sign on occurs, the sessions are handed off to the load balancer, which assumes SSL overhead and load balances the application sessions among the application server farm members.

Load balancing of the web application component is achieved through the use of two F5 Big IP 3400 load balancers, which has an SSL hardware acceleration module for encryption of traffic between client and CSS. The encrypted channel exists between the load balancer Internet-facing network adapter and the end user browser session. The associated client traffic between the application server and the CSS private facing network adapter is unencrypted HTTP.

The CFMS databases use a cluster file system which takes advantage of Network File System (NFS) protocol for concurrent file read / write access and locking mechanisms.

External interfaces and data flows include client access via HTTPS using CAC/PKI; outbound mail using SMTP; administrative access via HTTPS and CAC/PKI; SFTP (SSH) for outbound interface with STARS-FL and DRRS-N; web services (HTTPS) inbound for interface with NAVSUP's Fund Document Manager (FDM), CNIC's BI Tool, and CNIC's Enterprise Data Warehouse (EDW). The addition of other external interfaces is possible.

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2.0 Scope

[REDACTED]

The RAM application serves two functional purposes. One, as the primary vehicle for collecting and processing unfunded requirements (midyear and end of year); and two, for processing CNIC Headquarters Program Director (PD) recommended fund issuances to the Regions. The RAM is used for Operation Maintenance & Navy (OMN), Operation Maintenance & Navy Reserves (OMNR), Other Procurement Navy (OPN) and Overseas Contingency Operations (OCO) issues. [REDACTED].

PBIT is an application developed to assist with the adjudication of PBIS issues across the Regions and programs delineated by the Installation Management Accounting Project (IMAP). It also enables budget personnel and program personnel to allocate controls (funding) across programs to the supported Regions. PBIS data are uploaded into PBIT, and the application enables shared access between CNIC Program Directors and N8 financial personnel to modify and manage budget control data. Each has an opportunity to agree or disagree with changes to the budget controls. PBIT has over 90 registered users, and interfaces with CFMS via a web service.

RAM and PBIT are Microsoft .NET web applications written in ASP.NET/C# and run on Windows 2003 Server, using Microsoft IIS as the web server. Both applications are PKI-enabled, and for the database server they use SQL Server 2005. The hardware on which the operating systems are hosted is virtualized using VMware. This virtualized environment contains applications in addition to RAM and PBIT; these additional applications were developed and maintained under the direction of other CNIC departments. This entire virtualized environment is called the "Insight" suite of applications.

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3.0 Tasks

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

- Provide project management (including standalone and integrated MS Project plans) to ensure cost and schedule deadlines are met.
- Provide software support functions to include troubleshooting, correction of errors (bugs), analysis of data and data sources; provide on-call support as needed to include evenings, weekends and holidays.
- Provide training, as required, to government personnel consisting of financial systems analysts, program management personnel, and application users. Training will include classroom training and the production of learning materials.
- Participate in requirements gathering and analysis.
- Draft Software Requirements Specifications (SRS) for all projects; develop application code.

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- Develop training materials, desk guides and software release notes as required.
- Maintain configuration management and version control for all supported financial management applications.
- Provide network engineering support to include system administration, data integrity and ensuring Information Assurance (IA) requirements are maintained; conduct system tests including contingency tests at the Continuity of Operations (COOP) site; upgrade operating system software, application software and databases as required or directed; ensure compliance with all IAVA, IAVB and Retina scans; conduct system backups; restore systems; interface maintenance and development including web services and SFTP with various DoD/DoN applications to include STARS-FL, NAVSUP FDM, DRRS-N, and the DESC Fuel Automated System (FAS).
- Participate and provide consultation to working groups established to collaboratively resolve financial management issues.
- Provide ad hoc reporting capabilities via Oracle Discoverer, Cognos and other Business Intelligence (BI) tools; provide expertise regarding the STARS-FL Query Management Facility (QMF) to facilitate data extraction and analysis used to support the CFMS Enhanced Managerial Analysis (EMA) module.
- Lead efforts for Certification and Accreditation (C&A) activities for each financial system application; provide C&A POAMs and maintain C&A scorecards; participate in C&A collaborative efforts with the Office of the Designated Approving Authority (ODAA) and CNIC N6 personnel.
- Determine and acquire all project resources necessary including personnel, computers, and materials (other than those delineated as Government furnished in this PWS).
- It will be necessary to provide additional SME support for COGNOS programming efforts, particularly for conversion from DISCOVERER to COGNOS.

3.2 The contractor shall perform all System Administration (SA) functions for Linux, and all Database Administration (DBA) functions for Oracle 11g. The contractor shall provide network engineering support to include system administration, data integrity and ensuring Information Assurance (IA) requirements are maintained; conduct system tests including contingency tests at the Continuity of Operations (COOP) site; upgrade operating system software, application software and databases as required or directed; ensuring compliance with all IAVA, IAVB and Retina scans; conduct system backups; restore systems.

The contractor will also coordinate with the government to ensure production site software and hardware are supported by current maintenance agreements, and preventive maintenance is conducted on hardware.

The contractor will also develop and provide a recommended phased technology refreshment plan for the existing hardware at the production and COOP sites.

The contractor will ensure all interfaces remain operation, including web services and SFTP with various DoD/DoN applications to include STARS-FL, NAVSUP FDM, DRRS-N, and the DESC Fuel Automated System (FAS). The contractor will also have system monitoring and automatic notification in effect so as to promptly notify the SA and government personnel of interruptions.

3.3 The contractor shall obtain and maintain read-only access to the following:

- DoN Application and Database Management System (DADMS)
- DoD IT Portfolio Registry (DITPR), including the DoN Registry (DITPR-DoN)

3.4 The contractor shall provide a documented approach to comply with relevant Security Technical Information Guides (STIGs).

3.5 The contractor shall provide its own development server infrastructure (and software) to approximately mirror

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the government production server infrastructure (see Figure 1). This is critical due to the employment of a multi-tiered application scheme, composed of Oracle Real Applications Clusters (clustered database with failover) and the Oracle Application Server (OC4J, forms and reports) at the production site. The development suite should mirror the production suite as close as possible, accounting for the Real Allocation Clusters (RAC), and to facilitate the efficient application of software upgrades in an environment where risk can be managed prior to deployment in production. The use of at least five servers for the operating system, database, and RAC should be considered as the minimum.

3.6 The Norfolk SDP performs full system backups (Data and Operating System) weekly and incremental backups are done daily using VERITAS (version 7.11) software. The Norfolk SDP has installed a VERITAS client on all CFMS servers that connect to a primary backup server that is located in their datacenter. The clients run on a schedule configured by SDP technicians and send the backup data to the backup server which stores the data onto a robotic jukebox tape library. Every night, an incremental (delta) backup is performed against the most recent full backup. On Saturday, a new full backup is performed and copied to a separate tape so that on Monday, the tape copy containing the most recent backups for each server is brought out of the building and stored in a locked safe located off site. All system backups are saved for at least three months. Data included in the system backups are:

- The site specific host/security settings configuration files
- Site specific Oracle installation configuration files
- Oracle database export
- Oracle database hot back-up
- CFMS specific document images

For the contractor's (CFE) development infrastructure for CFMS and .Net applications, the contractor will conduct incremental backups on a daily basis and will perform full system backups on a weekly basis. Backup tapes are to be kept offsite, and tapes will be verified on a random basis and the results reported monthly to the government. The contractor will submit a data retention and backup plan as part of the proposal. Additionally, the contractor shall ensure the CFMS COOP site is kept on hot standby.

3.7 The contractor will investigate any IAVA/B and will conduct testing in the contractor's development environment which approximately mirrors the government's production site. The contractor will provide an estimate of the time required to process the required actions to comply with the IAVA/B, and will implement corrective actions in the government's production environment after normal business hours, at a time and date to be determined by the government. Production downtime should be minimized, and employment of the COOP site may be required during periods of extended downtime.

3.8 CFMS data are synchronized with the servers at the COOP multiple times each day (every 2 hours) so the COOP is on hot standby. There is a pre-determined lapse, such that the data between the sites may have at most a 2 hour variance.

The COOP backup procedure is similar to the production system at the Norfolk SDP, and is done to rapidly re-commission the servers. The contractor will ensure the synchronization of the production site to the COOP site is per existing design (hot standby), and will ensure backups are validated on a random basis and documentation is provided to the government.

The contractor is required, in conjunction with the government, to conduct a full COOP test each year and report compliance to CNIC CIO via the program manager.

3.9 The contractor will develop Software Requirements Specifications (SRS) based on user input and will provide code modifications and enhancements based on the SRS. Development and testing will be conducted on the contractor's infrastructure prior to deployment on the production system.

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3.10 Reserved

3.11 The Travel Order Program Application (TOPA) is an MS Access based application designed to generate evacuation travel orders for government personnel, military personnel and dependents. It is currently being assessed for conversion to the Microsoft .Net environment; therefore, experience with MS Access, Microsoft .Net, and Sharepoint server is required. Development and testing will be conducted on the contractor's infrastructure.

3.12The contractor will determine and acquire all project resources necessary including development, database and operating software (see section 1.1); File Transfer Protocol (FTP) software; version control software; project management software such as Microsoft Project; office productivity software such as Microsoft Excel, Microsoft Word, and Microsoft Access; laptops for contractor personnel; servers, routers, racks, UPS, switches, load balancer, and network appliances for its development infrastructure; backup software such as Veritas; and, backup media for its development infrastructure.

3.13 The contractor should provide virtual real-time visibility into all systems, processes, services and data to ensure the quality of services delivered while maintaining clear and consistent communication with the Government. Irrespective of any Certification and Accreditation (C&A) processes, the government retains the right to perform independent assessments of objects (specifications, mechanisms, activities and individuals) within systems and services provided by the contractor. Specifications are document-based artifacts (e.g., policies, procedures, plans, system security requirements, functional specifications and architectural designs) associated with the information system. Mechanisms are the specific hardware, software, or firmware safeguards and countermeasures employed within an information system. Activities are the specific protection-related pursuits or actions supporting an information system that involve individuals. Individuals, or groups of individuals, are people applying the specifications, mechanisms, or activities described above. The government may use a number of assessment methods including examinations, interviews and tests of the aforementioned assessment objects. Additionally, assessment attributes, such as depth and coverage, will be determined by the government according to risk factors associated with the information requiring protection. The contractor should provide direct communication with appropriate support specialists in a timely manner to assist in resolution of all program management system problems.

3.14 The contractor shall provide software version control tools, software, and processes to ensure the integrity of configuration management (CM).

3.15 The contractor should provide a Service Level Agreement (SLA) equivalent to that offered for similar services within the commercial industry. The contractor should ensure greater than 98% service availability using a government-furnished high availability architecture (Real Allocation Clusters (RAC); locally redundant and multiple database, application and load balancers; mirrored storage; and, a hot standby database (Government COOP site) continuously synchronized with the production site), with identified protocol and process for communicating scheduled maintenance and planned outages. Coordination is required with the supporting Norfolk Service Delivery Point (SDP). Downtime should be scheduled late Friday evenings or on Saturdays as much as possible to reduce downtime for overseas customers.

3.16 SABRS Interface development. The contractor will:

- Reengineer existing CFMS Document Request to accommodate data entry which aligns with SABRS Line of Accounting while continuing to align with STARS Line of Accounting for Prior Year processing. This Interim Operating Capability (IOC) state is mission critical to CNIC, without which our ability to successfully transition to SABRS is most assuredly in jeopardy.

- Create a new automated interface between CFMS and SABRS, the content of which is currently in development and not severable; again, mission critical.

- Create interface macros for specific purposes not covered in the automated interface identified above; again, in development and not severable.

- Create new Extract Translate and Load (ETL) process for loading SABRS data into CNIC EMA data warehouse

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to support IOC.

-Create/Modify designated CNIC CFMS/STARS-FL reports to operate in a CFMS/SABRS environment to support IOC.

-Provide Configuration Management Support for changes related to the CFMS SABRS Interface that is in compliance with CFMS Configuration Management Policies and Procedures.

-Modify CFMS Funds Grant module to generate/format authorization output to be used by SABRS interface macros.

-Provide System and Network Administration support for establishing connectivity and troubleshooting connectivity issues related to the CFMS SABRS inbound and outbound interfaces.

-Provide Information Assurance (IA) support for modifications made to the CFMS Certification and Accreditation package related to the CFMS SABRS interfaces.

-Provide audit support for changes made to CFMS Policies and Procedures related to the CFMS SABRS interfaces.

-Provide Project Management support for the development and implementation of the CFMS SABRS interfaces.

-Identify and begin the effort to modify all CFMS screens referencing Job Order Number and replace with SABRS Financial Indicator Pointer and associated data.

-Assist with technical writing and documentation related to SABRS transition.

-Provide technical and functional support and transition strategy by participating in weekly meetings.

4.0 Other Pertinent Information

4.1 Minimum Qualifications

The Project Manager (PM)/Subject Matter Expert (SME) will have attained the PMI's Project Management Professional (PMP) certification; the certification should be current and registered on the Project Management Institute's Certification Registry.

Collectively, each member of the team must have a Bachelor's degree in computer science, engineering, information systems, information management or equivalent; the appropriate skill set, certifications, and work expertise and experience necessary to meet the specifications identified in this Performance Work Statement (PWS); demonstrated and documented/verifiable experience in designing and implementing systems of similar size and scope; familiarity and a strong understanding of security and configuration requirements of DoD and DoN; experience in best practices with regard to consulting, documentation, support, and training for government personnel.

Contractor personnel should have demonstrated experience, understanding, and familiarity with appropriations, appropriation concepts, basic appropriation law, the DoD budget process, flow of funds, incremental and full funding, allotment accounting, lines of accounting and associated data elements, civilian labor budgeting, non-labor budgeting, reimbursable orders, operating budgets, operating targets, accounting with regard to execution, the role of the Defense Finance and Accounting Service (DFAS), the Standard Accounting and Reporting System – Field Level (STARS-FL), STARS-FL execution codes, use of the STARS-FL Query Management Facility (QMF), suspense, exception processing, cost transfers, monthly closeout, month-plus processing, fiscal year-end closeout, new fiscal year startup, continuing resolutions and their impact, job order numbers (JON), JON rolls, the Installation Management Accounting Project (IMAP) and its relationship to CNIC's budgeting and accounting processes, the Navy's Program Budget Information System (PBIS), Privacy Act and Privacy Impact Assessments (PIA), as well as a documented plan to scan database tables for Personally Identifiable Information (PII). Contractor personnel should also have a general understanding of Standard Labor

Data Collection and Distribution Application (SLDCADA) and Defense Civilian Pay System (DCPS), Work Year & Personal Cost (WYPC), Defense Travel System (DTS), Defense Energy Support Center (DESC) Fuel Automated System, working capital funds, and Total Workforce Management System (TWMS).

The contractor shall have demonstrated experience performing software maintenance. The majority of the software maintenance is for CFMS (Java, Oracle), and other applications (PBIT, RAM) are maintained using Microsoft .Net.

The Program Manager/SME should also have experience in the following areas:

- Leading at least one Defense Information Assurance Certification and Accreditation Process (DIACAP).
- Use and navigation of the DoN Application and Database Management System (DADMS)
- Use and navigation of the DoD IT Portfolio Registry and DoD IT Portfolio Registry – Department of the Navy (DITPR, DITPR-DON)
- The requirements of the Federal Information Security Management Act.
- The requirements of the Joint Interoperability Test Certification and waiver process.
- Submission requirements for the Navy Information Dominance Approval System (NAVIDAS)

The Software Engineers should also have experience in the following areas:

- The industry standard Simple Object Access Protocol (SOAP) over Hypertext Transfer Protocol Secure (HTTPS) with client certificate authentication, and experience working with Keystores, Apache Axis Jars, and DoD certificates.
- External interfaces and data flows include client access via HTTPS using CAC/PKI; outbound mail using SMTP; administrative access via HTTPS and CAC/PKI; SFTP (SSH) for outbound interface with STARS-FL and DRRS-N; web services (HTTPS) inbound for interface with WebOTF, CNIC's BI Tool, and CNIC's Enterprise Data Warehouse (EDW)

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4.4.4 Source code, ERDs and documentation for the CFMS, RAM and PBIT applications will be furnished.

4.5 Security Requirements

[REDACTED]

Contractors are required to obtain a government Common Access Card (CAC) as well as obtaining a vehicle pass for access to DoD installations. Contractor personnel must comply with all security and Information Assurance (IA) requirements, including completion of annual IA training and other government directed training.

ACCESS TO DOD IT SYSTEMS

In accordance with SECNAV M-5510.30, contractor employees who require access to DoN or DoD networks are categorized as IT-I, IT-II, or IT-III. The IT-II level, defined in detail in SECNAV M-5510.30, includes positions which require access to information protected under the Privacy Act, to include Protected Health Information (PHI). All contractor employees under this contract who require access to Privacy Act protected information are therefore

categorized no lower than IT-II. IT Levels are determined by the requiring activity's Command Information Assurance Manager. Contractor employees requiring privileged or IT-I level access, (when specified by the terms of the contract) require a Single Scope Background Investigation (SSBI) which is a higher level investigation than the National Agency Check with Law and Credit (NACLC) described below. Due to the privileged system access, a SSBI suitable for High Risk public trusts positions is required. Individuals who have access to system control, monitoring, or administration functions (e.g. system administrator, database administrator) require training and certification to Information Assurance Technical Level 1, and must be trained and certified on the Operating System or Computing Environment they are required to maintain. Access to sensitive IT systems is contingent upon a favorably adjudicated background investigation. When access to IT systems is required for performance of the contractor employee's duties, such employees shall in-process with the Navy Command's Security Manager

and Information Assurance Manager upon arrival to the Navy command and shall out-process prior to their departure at the completion of the individual's performance under the contract.

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REIMBURSEMENT OF TRAVEL COSTS (OCT 1998)

(a) Travel

(1) Area of Travel. Performance under this contract may require travel by contractor personnel. If travel, domestic or overseas, is required, the contractor is responsible for making all needed arrangements for his personnel. This includes but is not limited to the following:

- Medical Examinations
- Immunization
- Passports, visas, etc.
- Security Clearances

All contractor personnel required to perform work on any U.S. Navy vessel will have to obtain boarding authorization from the Commanding Officer of the vessel prior to boarding.

(2) Travel Policy. The Government will reimburse the contractor for allowable travel costs incurred by the contractor in performance of the contract and determined to be in accordance with FAR subpart 31.2, subject to the following provisions:

Travel required for tasks assigned under this contract shall be governed in accordance with rules set forth for temporary duty travel in FAR 31.205-46.

(3) Travel. Travel, subsistence, and associated labor charges for travel time are authorized, whenever a task assignment requires work to be accomplished at a temporary alternate worksite.

Travel performed for personal convenience and daily travel to and from work at contractor's facility will not be reimbursed.

(4) Per Diem. Per diem for travel on work assigned under this contract will be reimbursed to employees consistent with company policy, but not to exceed the amount authorized in the Department of Defense Joint Travel Regulations.

(5) Shipboard Stays. Whenever work assignments require temporary duty aboard a Government ship, the contractor will be reimbursed at the per diem rates identified in paragraphs C8101.2C or C81181.3B(6) of the DOD Joint Travel Regulations, Volume 2.

(6) Air/Rail Travel. In rendering the services, the contractor shall be reimbursed for the actual costs of transportation incurred by its personnel not to exceed the cost of tourist class rail, or plane fare, to the extent that such transportation is necessary for the performance of the services hereunder and is authorized by the Ordering Officer. Such authorization by the Ordering Officer shall be indicated in the order or in some other suitable written form.

NOTE: To the maximum extent practicable without the impairment of the effectiveness of the mission, transportation shall be tourist class. In the event that only first class travel is available, it will be allowed, provided justification therefore is fully documented and warranted.

(7) Private Automobile. The use of privately owned conveyance within the continental United States

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by the traveler will be reimbursed to the contractor at the mileage rate allowed by Joint Travel Regulations. Authorization for the use of privately owned conveyance shall be indicated on the order. Distances traveled between points shall be shown in standard highway mileage guides. Any deviations from distance shown in such standard mileage guides shall be explained by the traveler on his expense sheet.

(8) Car Rental. The contractor shall be entitled to reimbursement for car rental, exclusive of mileage charges, as authorized by each order, when the services are required to be performed outside the normal commuting distance from the contractor's facilities. Car rental for TDY teams will be limited to a rate of one car for every four (4) persons on TDY at one site.

(End of Provision)

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SECTION D PACKAGING AND MARKING

All Deliverables shall be packaged and marked IAW Best Commercial Practice.

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SECTION E INSPECTION AND ACCEPTANCE

INSPECTION AND ACCEPTANCE (SERVICES) (OCT 1992)

Inspection and acceptance of services to be furnished hereunder shall be made, upon completion of the services, by the requiring activity.

(End of Provision)

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Services to be performed hereunder will be provided across the CNIC Enterprise (various locations).

DELIVERY OF DATA (FISC DET PHILA) (OCT 1992)

Place and time of delivery of data shall be as specified on the DD Form 1423 (Contract Data Requirements List) which is an exhibit to this contract, unless delivery is deferred at the Government's option by written order of the Contracting Officer.

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SECTION G CONTRACT ADMINISTRATION DATA

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JUN 2012)

(a) Definitions. As used in this clause--

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

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(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

Cost Voucher

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

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under such direction unless the PCO or ACO has issued a contractual change or otherwise resolved the issue.

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SECTION I CONTRACT CLAUSES

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