

SOLICITATION / CONTRACT / ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30			1. REQUISITION NUMBER	PAGE 1 OF 57
2. CONTRACT NO. D11PC18840	3. AWARD/EFFECTIVE DATE 05/26/2011	4. ORDER NUMBER	5. SOLICITATION NUMBER	6. SOLICITATION ISSUE DATE
7. FOR SOLICITATION INFORMATION CALL:		a. NAME	b. TELEPHONE NUMBER (No collect calls)	8. OFFER DUE DATE/ LOCAL TIME

9. ISSUED BY NBC - Acquisition Services Directorate 381 Elden Street, Suite 4000 Herndon, VA 20170-4817 TEL: (703) 964-3689 ext. FAX: (703) 964-5300 ext.	CODE 00004	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: 0.00% FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> EMERGING SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS NAICS: 541519 SIZE STANDARD: Over 17,000,000
--	------------	---

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS	<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	13b. RATING	14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP
---	--------------------	--	-------------	--

15. DELIVER TO See Line Item Extended Description See line item description Attrn: No Contacts Identified	CODE 17b	16. ADMINISTERED BY NBC - Acquisition Services Directorate 381 Elden Street, Suite 4000 Herndon, VA 20170-4817	CODE 00004
--	----------	---	------------

17a. CONTRACTOR/OFFEROR DELTA SOLUTIONS & TECHNOLOGIES 11501 SUNSET HILLS RD STE 400 RESTON, VA 20190-4731 TELEPHONE NO. (703) 889-8000 ext.	CODE *	FACILITY CODE	18a. PAYMENT WILL BE MADE BY GovPay Electronic Invoicing at http://www.govpay.gov e-mail: HelpDesk@govpay.gov Phone: 703-964-8802	CODE govpay
--	--------	---------------	---	-------------

17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN <input type="checkbox"/> OFFER	18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM
---	---

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
(Use Reverse and/or Attach Additional Sheets as Necessary)					

25. ACCOUNTING AND APPROPRIATION DATA See Line Item Detail	26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$ 2,199,587.58
---	--

<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	<input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 01 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.	29. AWARD OF CONTRACT: REF. _____ OFFER <input type="checkbox"/> DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: <input type="checkbox"/>

30a. SIGNATURE OF OFFEROR/CONTRACTOR 	31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)
30b. NAME AND TITLE OF SIGNER (Type or print) Margaret Flindray, CFA & General Counsel	30c. DATE SIGNED 5/24/11
31b. NAME OF CONTRACTING OFFICER (Type or print) Donald J. Abamonte	31c. DATE SIGNED 27 MAY 2011

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
--	-----------	---

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
--	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY <i>(Print)</i>		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT <i>(Location)</i>	
		42c. DATE REC'D <i>(YY/MM/DD)</i>	42d. TOTAL CONTAINERS

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 3 of 57
--------------------------	-------------------------------	---------------------------------	-----------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K
Division 69	Closed FYs	Cancelled Fund									

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
------------------	-------------	---	----------	---------------	------------	------------------------------------

DUNS: 964898712 TIN 52-2010379
IA# A10VAED/SO02AIT

0001	FMS Production Support - Base Period		1.00	JB	\$1,257,161.600	\$ 1,257,161.60
------	--------------------------------------	--	------	----	-----------------	-----------------

(05/26/2011 to 05/25/2012)

Detailed in Section 1.1 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
11 months at \$104,763.47
1 month at \$104,763.43

Funding Information:

2011 - - NP - 6940 - - 252J - - NPA57 - - - 130887 - - 1K - 69 -
- -
\$1,257,161.60

0002	FMS Annual Close Support - Base Period		1.00	JB	\$87,830.580	\$ 87,830.58
------	--	--	------	----	--------------	--------------

(05/26/2011 to 05/25/2012)

Detailed in Section 1.2 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
11 months at \$7,319.22
1 month at \$7,319.16

Funding Information:

2011 - - NP - 6940 - - 252J - - NPA57 - - - 130887 - - 1K - 69 -
- -
\$87,830.58

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 4 of 57
--------------------------	--------------------------------------	--	------------------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K

Division 69
 Closed FYs
 Cancelled Fund

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
------------------	-------------	--	----------	---------------	------------	---------------------------------

0003	Management Information Exchange (MINX) Support - Base Period		1.00	JB	\$94,357.060	\$ 94,357.06
------	--	--	------	----	--------------	--------------

(05/26/2011 to 05/25/2012)

Detailed in Section 1.3 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
 11 months at \$7,863.09
 1 month at \$7,863.07

Funding Information:

2011 - - NP - 6940 - - 252J - - NPA57 - - - 130887 - - 1K - 69 -
 - -
 \$94,357.06

0004	Financial Reconciliation Data Warehouse (FRDW) Support - Base Period		1.00	JB	\$439,238.320	\$ 439,238.32
------	--	--	------	----	---------------	---------------

(05/26/2011 to 05/25/2012)

Detailed in Section 1.4 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
 11 months at \$36,603.19
 1 month at \$36,603.23

Funding Information:

2011 - - NP - 6940 - - 252J - - NPA57 - - - 130887 - - 1K - 69 -
 - -
 \$439,238.32

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 5 of 57
--------------------------	-------------------------------	---------------------------------	-----------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K
Division 69	Closed FYs	Cancelled Fund									

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
------------------	-------------	---	----------	---------------	------------	------------------------------------

0005	FMS Baseline Modification - Base Period		1.00	AU	\$300,000.000	\$ 300,000.00
------	---	--	------	----	---------------	---------------

(05/26/2011 to 05/25/2012)

Detailed in Section 1.5 of the PWS.

Programmer Analyst @ \$75.11
 Development Manager @ \$105.46
 Sr. Systems Accountant @ \$115.69
 Senior Technical Analyst @ \$109.65
 Systems Analyst @ \$78.50
 Senior Systems Analyst @ \$97.23
 Project Manager @ \$132.58
 Subject Matter Expert @ \$151.67
 Consultant @ \$99.67

This is a TIME AND MATERIALS LINE ITEM with a Not-to-Exceed amount of \$300,000.00.

Funding Information:

2011 - - NP - 6940 - - 252J - - NPA57 - - - 130887 - - 1K - 69 -
 - -
 \$300,000.00

0006	Travel - Base Period		1.00	AU	\$21,000.000	\$ 21,000.00
------	----------------------	--	------	----	--------------	--------------

(05/26/2011 to 05/25/2012)

Detailed in Section 1.6 of the PWS.

Travel will be reimbursed at cost, Not-to-Exceed \$21,000.00.

Funding Information:

2011 - - NP - 6940 - - 252J - - NPA57 - - - 130887 - - 1K - 69 -
 - -
 \$21,000.00

0007	FMS Production Support - Option Year One		1.00	JB	\$.000	\$ 0.00
------	--	--	------	----	---------	---------

(05/26/2012 to 05/25/2013)

OPTION PERIOD

Detailed in Section 1.1 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
 11 months at \$107,382.55
 1 month at \$107,382.59

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 6 of 57
--------------------------	-------------------------------	---------------------------------	-----------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K
Division 69	Closed FYs	Cancelled Fund									

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
------------------	-------------	---	----------	---------------	------------	------------------------------------

0008	FMS Annual Close Support - Option Year One	(05/26/2012 to 05/25/2013)	1.00	JB	\$.000	\$ 0.00
------	--	----------------------------	------	----	---------	---------

Detailed in Section 1.2 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
11 months at \$7,502.20
1 month at \$7,502.14

OPTION PERIOD

0009	Management Information Exchange (MINX) Support - Option Year One	(05/26/2012 to 05/25/2013)	1.00	JB	\$.000	\$ 0.00
------	--	----------------------------	------	----	---------	---------

Detailed in Section 1.3 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
11 months at \$8,059.67
1 month at \$8,059.62

OPTION PERIOD

0010	Financial Reconciliation Data Warehouse (FRDW) Support - Option Year One	(05/26/2012 to 05/25/2013)	1.00	JB	\$.000	\$ 0.00
------	--	----------------------------	------	----	---------	---------

Detailed in Section 1.4 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
11 months at \$37,518.27
1 month at \$37,518.31

OPTION PERIOD

0011	FMS Baseline Modification - Option Year One	(05/26/2012 to 05/25/2013)	1.00	AU	\$.000	\$ 0.00
------	---	----------------------------	------	----	---------	---------

Detailed in Section 1.5 of the PWS.

Programmer Analyst@ \$76.99
Development Manager@ \$108.10
Sr. Systems Accountant@ \$118.58
Senior Technical Analyst@ \$112.39
Systems Analyst@ \$80.46
Senior Systems Analyst@ \$99.66
Project Manager@ \$135.89
Subject Matter Expert@ \$155.46
Consultant@ \$102.16

OPTION PERIOD

This is a TIME AND MATERIALS LINE ITEM with a Not-to-Exceed amount of \$300,000.00.

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 7 of 57
--------------------------	-------------------------------	---------------------------------	-----------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K

Division 69
 Closed FYs
 Cancelled Fund

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
0012	Travel - Option Year One	(05/26/2012 to 05/25/2013)	1.00	AU	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.6 of the PWS. Travel will be reimbursed at cost, Not-to-Exceed \$21,000.00.					
0013	FMS Production Support - Option Year Two	(05/26/2013 to 05/25/2014)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.1 of the PWS. This is A FIRM FIXED PRICED LINE ITEM Monthly Payment Schedule 11 months at \$110,067.12 1 month at \$110,067.09					
0014	FMS Annual Close Support Option Year Two	(05/26/2013 to 05/25/2014)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.2 of the PWS. This is A FIRM FIXED PRICED LINE ITEM Monthly Payment Schedule 12 months at \$7,689.75					
0015	Management Information Exchange (MINX) Support - Option Year Two	(05/26/2013 to 05/25/2014)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.3 of the PWS. This is A FIRM FIXED PRICED LINE ITEM Monthly Payment Schedule 11 months at \$8,261.16 1 month at \$8,261.13					
0016	Financial Reconciliation Data Warehouse (FRDW) Support - Option Year Two	(05/26/2013 to 05/25/2014)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.4 of the PWS. This is A FIRM FIXED PRICED LINE ITEM Monthly Payment Schedule 12 months at \$38,456.23					

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 8 of 57
--------------------------	-------------------------------	---------------------------------	-----------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K

Division
69

Closed FYs

Cancelled Fund

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
------------------	-------------	---	----------	---------------	------------	------------------------------------

0017	FMS Baseline Modification - Option Year Two	(05/26/2013 to 05/25/2014)	1.00	AU	\$.000	\$ 0.00
------	---	----------------------------	------	----	---------	---------

OPTION PERIOD

Detailed in Section 1.5 of the PWS.

Programmer Analyst @ \$78.91
 Development Manager @ \$110.80
 Sr. Systems Accountant @ \$121.54
 Senior Technical Analyst @ \$115.20
 Systems Analyst @ \$82.47
 Senior Systems Analyst @ \$102.15
 Project Manager @ \$139.29
 Subject Matter Expert @ \$159.35
 Consultant @ \$104.71

This is a TIME AND MATERIALS LINE ITEM with a Not-to-Exceed amount of \$300,000.00.

0018	Travel - Option Year Two	(05/26/2013 to 05/25/2014)	1.00	AU	\$.000	\$ 0.00
------	--------------------------	----------------------------	------	----	---------	---------

OPTION PERIOD

Detailed in Section 1.6 of the PWS.

Travel will be reimbursed at cost, Not-to-Exceed \$21,000.00.

0019	FMS Production Support - Option Year Three	(05/26/2014 to 05/25/2015)	1.00	JB	\$.000	\$ 0.00
------	--	----------------------------	------	----	---------	---------

OPTION PERIOD

Detailed in Section 1.1 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
 11 months at \$112,818.80
 1 month at \$112,818.74

0020	FMS Annual Close Support Option Year Three	(05/26/2014 to 05/25/2015)	1.00	JB	\$.000	\$ 0.00
------	--	----------------------------	------	----	---------	---------

OPTION PERIOD

Detailed in Section 1.2 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
 11 months at \$7,881.99
 1 month at \$7,882.04

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 9 of 57
--------------------------	-------------------------------	---------------------------------	-----------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K
Division 69	Closed FYs	Cancelled Fund									

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
------------------	-------------	---	----------	---------------	------------	------------------------------------

0021	Management Information Exchange (MINX) Support - Option Year Three	(05/26/2014 to 05/25/2015)	1.00	JB	\$.000	\$ 0.00
------	--	----------------------------	------	----	---------	---------

Detailed in Section 1.3 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
11 months at \$8,467.69
1 month at \$8,467.64

OPTION PERIOD

0022	Financial Reconciliation Data Warehouse (FRDW) Support - Option Year Three	(05/26/2014 to 05/25/2015)	1.00	JB	\$.000	\$ 0.00
------	--	----------------------------	------	----	---------	---------

Detailed in Section 1.4 of the PWS.

This is A FIRM FIXED PRICED LINE ITEM

Monthly Payment Schedule
11 months at \$39,417.64
1 month at \$39,417.59

OPTION PERIOD

0023	FMS Baseline Modification - Option Year Three	(05/26/2014 to 05/25/2015)	1.00	AU	\$.000	\$ 0.00
------	---	----------------------------	------	----	---------	---------

Detailed in Section 1.5 of the PWS.

Programmer Analyst@ \$80.88
Development Manager@ \$113.57
Sr. Systems Accountant@ \$124.58
Senior Technical Analyst@ \$118.08
Systems Analyst@ \$84.53
Senior Systems Analyst@ \$104.70
Project Manager@ \$142.77
Subject Matter Expert@ \$163.33
Consultant@ \$107.33

OPTION PERIOD

0024	Travel - Option Year Three	(05/26/2014 to 05/25/2015)	1.00	AU	\$.000	\$ 0.00
------	----------------------------	----------------------------	------	----	---------	---------

Detailed in Section 1.6 of the PWS.

Travel will be reimbursed at cost, Not-to-Exceed \$21,000.00.

OPTION PERIOD

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 10 of 57
--------------------------	-------------------------------	---------------------------------	------------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K
Division 69	Closed FYs	Cancelled Fund									

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
0025	FMS Production Support - Option Year Four	(05/26/2015 to 05/25/2016)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.1 of the PWS.					
	This is A FIRM FIXED PRICED LINE ITEM					
	Monthly Payment Schedule 11 months at \$115,639.26 1 month at \$115,639.32					
0026	FMS Annual Close Support Option Year Four	(05/26/2015 to 05/25/2016)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.2 of the PWS.					
	This is A FIRM FIXED PRICED LINE ITEM					
	Monthly Payment Schedule 11 months at \$8,079.04 1 month at \$8,079.09					
0027	Management Information Exchange (MINX) Support - Option Year Four	(05/26/2015 to 05/25/2016)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.3 of the PWS.					
	This is A FIRM FIXED PRICED LINE ITEM					
	Monthly Payment Schedule 11 months at \$8,679.38 1 month at \$8,679.36					
0028	Financial Reconciliation Data Warehouse (FRDW) Support - Option Year Four	(05/26/2015 to 05/25/2016)	1.00	JB	\$.000	\$ 0.00 OPTION PERIOD
	Detailed in Section 1.4 of the PWS.					
	This is A FIRM FIXED PRICED LINE ITEM					
	Monthly Payment Schedule 11 months at \$40,403.08 1 month at \$40,403.04					

Line Item Summary	Document Number D11PC18840	Title Dept of VA FMS Support	Page 11 of 57
--------------------------	-------------------------------	---------------------------------	------------------

Total Funding: \$2,199,587.56

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
2011	NP	6940		252J		NPA57			130887		1K
Division 69	Closed FYs	Cancelled Fund									

Line Item Number	Description	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
------------------	-------------	---	----------	---------------	------------	------------------------------------

0029	FMS Baseline Modification - Option Period Four	(05/26/2015 to 05/25/2016)	1.00	AU	\$.000	\$ 0.00 OPTION PERIOD
------	---	----------------------------	------	----	---------	--------------------------

Detailed in Section 1.5 of the PWS.

- Programmer Analyst@ \$82.90
- Development Manager@ \$116.41
- Sr. Systems Accountant@ \$127.69
- Senior Technical Analyst@ \$121.03
- Systems Analyst@ \$86.64
- Senior Systems Analyst@ \$107.32
- Project Manager@ \$146.34
- Subject Matter Expert@ \$167.41
- Consultant@ \$110.01

This is a TIME AND MATERIALS LINE ITEM with a Not-to-Exceed amount of \$300,000.00.

0030	Travel - Option Year Four	(05/26/2015 to 05/25/2016)	1.00	AU	\$.000	\$ 0.00 OPTION PERIOD
------	---------------------------	----------------------------	------	----	---------	--------------------------

Detailed in Section 1.6 of the PWS.

Travel will be reimbursed at cost, Not-to-Exceed \$21,000.00.

Total Cost: \$2,199,587.56

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 12 of 57
--	----------------------------	--	---------------

TABLE OF CONTENTS

SECTION C -- Descriptions and Specifications	13
C.1 Pricing for All Periods	13
SECTION I -- Contract Clauses	
I.1 CLAUSES	13
SECTION J -- List of Documents, Exhibits and Other Attachments	
J.1 PERFORMANCE WORK STATEMENT	23
J.2 PERFORMANCE REQUIREMENTS SUMMARY	46
J.3 Department of Labor Wage Determination for Washington, DC	48

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 13 of 57
--	----------------------------	--	---------------

SECTION C -- DESCRIPTIONS AND SPECIFICATIONS

C.1 PRICING FOR ALL PERIODS

Task	Contract Type	Base Year Costs	Option Year One Costs	Option Year Two Costs	Option Year Three Costs	Option Year Four Costs
FMS Production Support	FFP	\$1,257,161.60	\$1,288,590.64	\$1,320,805.41	\$1,353,825.54	\$1,387,671.18
FMS Annual Close Support	FFP	\$87,830.58	\$90,026.34	\$92,277.00	\$94,583.93	\$96,948.53
Management Information Exchange(MINX) Support	FFP	\$94,357.06	\$96,715.99	\$99,133.89	\$101,612.23	\$104,152.53
Financial Reconciliation Data Warehouse (FRDW) Support	FFP	\$439,238.32	\$450,219.28	\$461,474.76	\$473,011.63	\$484,836.92
FMS Base Line Modification (Optional)	T&M	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00
Travel	CR	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00	\$21,000.00
Total Not to exceed if Optional Task 5 is exercised		\$2,199,587.56	\$2,246,552.25	\$2,294,691.06	\$2,344,033.33	\$2,394,609.16
TOTAL CONTRACT VALUE:		\$11,479,473.36				

G&A RATE FOR ALL YEARS OF PERFORMANCE: 5% APPLICABLE TO TRAVEL COSTS AND OTHER DIRECT COSTS.

SECTION I -- CONTRACT CLAUSES

I.1 CLAUSES

- 52.202-1 -- Definitions. (July 2004)
- 52.203-2 Certificate of Independent Price Determination (Apr 1985)
- 52.203-3 - Gratuities. (Apr 1984)
- 52.203-12 -- Limitation on Payments to Influence Certain Federal Transactions. (Sep 2007)
- 52.204-4 -- Printed or Copied Double-Sided on Recycled Paper. (Aug 2000)
- 52.204-9 Personal Identity Verification of Contractor Personnel (Jan 2011)
- 52.209-6 -- Protecting the Governments Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Sep 2006)
- 52.212-4 -- Contract Terms and Conditions -- Commercial Items. (Jun 2010)
- 52.212-4 -- Contract Terms and Conditions -- Commercial Items Alternate I (Oct 2008)
- 52.227-17 -- Rights in Data -- Special Works. (Dec 2007)
- 52.223-6 Drug Free Workplace (2001)
- 52.227-19 Commercial Computer Software License (Dec 2007)
- 52.230-2 Cost Accounting Standards (Oct 2010)
- 52.230-6 Cost Accounting Standards (Jun 2010)
- 52.232-18 Availability of Funds (Apr 1984)
- 52.233-1 Disputes (July 2002)
- 52.234-4 Earned Value Management System (Jul 2006)
- 52.242-15 Stop Work Order (Aug 1989)
- 52.244-2 Subcontracts (Oct 2010)
- 52.245-1 Government Property (Aug 2010)
- 52.245-9 Use and Charges (Aug 2010)

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 14 of 57
--	----------------------------	--	---------------

FAR CLAUSES INCORPORATED BY FULL TEXT

1.1.1.1 52.209-9 – UPDATES OF PUBLICLY AVAILABLE INFORMATION REGARDING RESPONSIBILITY MATTERS. (JAN 2011) ALTERNATE I (JAN 2011)

(a) (1) The Contractor shall update the information in the Federal Awardee Performance and Integrity Information System (FAPIS) on a semi-annual basis, throughout the life of the contract, by posting the required information in the Central Contractor Registration database at <http://www.ccr.gov>.

(2) At the first semi-annual update on or after April 15, 2011, the Contractor shall post again any required information that the Contractor posted prior to April 15, 2011.

(b)

(1) The Contractor will receive notification when the Government posts new information to the Contractor's record.

(2) The Contractor will have an opportunity to post comments regarding information that has been posted by the Government. The comments will be retained as long as the associated information is retained, *i.e.*, for a total period of 6 years. Contractor comments will remain a part of the record unless the Contractor revises them.

(3)

(i) Public requests for system information posted prior to April 15, 2011, will be handled under Freedom of Information Act procedures, including, where appropriate, procedures promulgated under E.O. 12600.

(ii) As required by section 3010 of Public Law 111-212, all information posted in FAPIS on or after April 15, 2011, except past performance reviews, will be publicly available.

(End of clause)

52.212-5 Contract Terms and Conditions Required to Implement Statutes of Executive Orders – Commercial Items (Jan 2011)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.222-50, Combating Trafficking in Persons (FEB 2009) (22 U.S.C. 7104(g)).

_____ Alternate I (AUG 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(2) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).

(3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

[Contracting Officer check as appropriate.]

 X (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) (41 U.S.C. 253g and 10 U.S.C. 2402).

 X (2) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 15 of 57
--	----------------------------	--	---------------

___ (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (Jun 2010) (Section 1553 of Pub L. 111-5) (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009).

X (4) 52.204-10, Reporting Executive compensation and First-Tier Subcontract Awards (Jul 2010) (Pub. L. 109-282) (31 U.S.C. 6101 note).

___ (5) 52.204-11, American Recovery and Reinvestment Act—Reporting Requirements (Jul 2010) (Pub. L. 111-5).

X (6) 52.209-6, Protecting the Government' Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (Dec 2010) (31 U.S.C. 6101 note). (Applies to contracts over \$30,000). (Not applicable to subcontracts for the acquisition of commercially available off-the-shelf items).

___ (7) 52.219-3, Notice of Total HUBZone Set-Aside or Sole-Source Award (Jan 2011) (15 U.S.C. 657a).

___ (8) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Jan 2011) (if the offeror elects to waive the preference, it shall so indicate in its offer)(15 U.S.C. 657a).

___ (9) [Reserved]

___ (10) (i) 52.219-6, Notice of Total Small Business Aside (June 2003) (15 U.S.C. 644).

___ (ii) Alternate I (Oct 1995) of 52.219-6.

___ (iii) Alternate II (Mar 2004) of 52.219-6.

___ (11) (i) 52.219-7, Notice of Partial Small Business Set-Aside (June 2003) (15 U.S.C. 644).

___ (ii) Alternate I (Oct 1995) of 52.219-7.

___ (iii) Alternate II (Mar 2004) of 52.219-7.

X (12) 52.219-8, Utilization of Small Business Concerns (Jan 2011) (15 U.S.C. 637(d)(2) and (3)).

X (13) (i) 52.219-9, Small Business Subcontracting Plan (Jan 2011) (15 U.S.C. 637 (d)(4).)

___ (ii) Alternate I (Oct 2001) of 52.219-9.

___ (iii) Alternate II (Oct 2001) of 52.219-9.

___ (iv) Alternate III (July 2010) of 52.219-9.

___ (14) 52.219-14, Limitations on Subcontracting (Dec 1996) (15 U.S.C. 637(a)(14)).

X (15) 52.219-16, Liquidated Damages—Subcontracting Plan (Jan 1999) (15 U.S.C. 637(d)(4)(F)(i)).

___ (16) (i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns (Oct 2008) (10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).

___ (ii) Alternate I (June 2003) of 52.219-23.

___ (17) 52.219-25, Small Disadvantaged Business Participation Program—Disadvantaged Status and Reporting (Apr 2008) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 16 of 57
--	----------------------------	--	---------------

___ (18) 52.219-26, Small Disadvantaged Business Participation Program—Incentive Subcontracting (Oct 2000) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

___ (19) 52.219-27, Notice of Total Service-Disabled Veteran-Owned Small Business Set-Aside (May 2004) (15 U.S.C. 657 f).

X (20) 52.219-28, Post Award Small Business Program Rerepresentation (Apr 2009) (15 U.S.C. 632(a)(2)).

X (21) 52.222-3, Convict Labor (June 2003) (E.O. 11755).

___ (22) 52.222-19, Child Labor—Cooperation with Authorities and Remedies (Jul 2010) (E.O. 13126).

X (23) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).

X (24) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).

X (25) 52.222-35, Equal Opportunity for Veterans (Sep 2010) (38 U.S.C. 4212).

X (26) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).

X (27) 52.222-37, Employment Reports on Veterans (Sep 2010) (38 U.S.C. 4212).

X (28) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496).

X (29) 52.222-54, Employment Eligibility Verification (Jan 2009). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)

___ (30) (i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (May 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

___ (ii) Alternate I (May 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

___ (31) 52.223-15, Energy Efficiency in Energy-Consuming Products (Dec 2007) (42 U.S.C. 8259b).

___ (32) (i) 52.223-16, IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products (Dec 2007) (E.O. 13423).

___ (ii) Alternate I (Dec 2007) of 52.223-16.

X (33) 52.223-18, Contractor Policy to Ban Text Messaging while Driving (Sep 2010) (E.O. 13513).

___ (34) 52.225-1, Buy American Act--Supplies (Feb 2009) (41 U.S.C. 10a-10d).

___ (35) (i) 52.225-3, Buy American Act –Free Trade Agreements – Israeli Trade Act (Jun 2009) (41 U.S.C. 10a-10d, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, Pub. L. 108-77, 108-78, 108-286, 108-301, 109-53, 109-169, 109-283, and 110-138).

___ (ii) Alternate I (Jan 2004) of 52.225-3.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 17 of 57
--	----------------------------	--	---------------

- (iii) Alternate II (Jan 2004) of 52.225-3.
- (36) 52.225-5, Trade Agreements (Aug 2009) (19 U.S.C. 2501, *et seq.*, 19 U.S.C. 3301 note).
- (37) 52.225-13, Restrictions on Certain Foreign Purchases (Jun 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).
- (38) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (Nov 2007) (42 U.S.C. 5150).
- (39) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) (42 U.S.C. 5150)..
- (40) 52.232-29, Terms for Financing of Purchases of Commercial Items (Feb 2002) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)).
- (41) 52.232.30, Installment Payments for Commercial Items (Oct 1995) (41 U.S.C. 255(f); 10 U.S.C. 2307(f)).
- (42) 52.232-33, Payment by Electronic Funds Transfer—Central Contractor Registration (Oct. 2003) (31 U.S.C. 3332).
- (43) 52.232-34, Payment by Electronic Funds Transfer—Other Than Central Contractor Registration (May 1999) (31 U.S.C. 3332).
- (44) 52.232-36, Payment by Third Party (Feb 2010) (31 U.S.C. 3332).
- (45) 52.239-1, Privacy or Security Safeguards (Aug 1996) (5 U.S.C. 552a).
- (46) (i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx 1241(b) and 10 U.S.C. 2631).
- (ii) Alternate I (Apr 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items:

[Contracting Officer check as appropriate.]

- (1) 52.222-41, Service Contract Act of 1965 (Nov 2007) (41 U.S.C. 351, *et seq.*).
- (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (May 1989) (29 U.S.C. 206 and 41 U.S.C. 351, *et seq.*).
- (3) 52.222-43, Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Multiple Year and Option Contracts) (Sep 2009) (29 U.S.C.206 and 41 U.S.C. 351, *et seq.*).
- (4) 52.222-44, Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Sep 2009) (29 U.S.C. 206 and 41 U.S.C. 351, *et seq.*).
- (5) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment--Requirements (Nov 2007) (41 U.S.C. 351, *et seq.*).

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 18 of 57
--	----------------------------	--	---------------

___ (6) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services--Requirements (Feb 2009) (41 U.S.C. 351, *et seq.*).

___ (7) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations. (Mar 2009) (Pub. L. 110-247).

___ (8) 52.237-11, Accepting and Dispensing of \$1 Coin (Sep 2008) (31 U.S.C. 5112(p)(1)).

(d) *Comptroller General Examination of Record* The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records -- Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)

(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

(ii) 52.219-8, Utilization of Small Business Concerns (Dec 2010) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iii) [Reserved]

(iv) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).

(v) 52.222-35, Equal Opportunity for Veterans (Sep 2010) (38 U.S.C. 4212).

(vi) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).

(vii) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(viii) 52.222-41, Service Contract Act of 1965, (Nov 2007), (41 U.S.C. 351, *et seq.*)

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 19 of 57
--	----------------------------	--	---------------

(ix) 52.222-50, Combating Trafficking in Persons (Feb 2009) (22 U.S.C. 7104(g)).

___ Alternate I (Aug 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(x) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment--Requirements (Nov 2007) (41 U.S.C. 351, *et seq.*)

(xi) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services--Requirements (Feb 2009) (41 U.S.C. 351, *et seq.*)

(xii) 52.222-54, Employment Eligibility Verification (Jan 2009).

(xiii) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations. (Mar 2009) (Pub. L. 110-247). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xiv) 52.247-64, Preference for Privately-Owned U.S. Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

52.217-8 -- Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days before the end of the period of performance.

(End of Clause)

52.217-9 -- Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 07 days; provided that the Government gives the Contractor a preliminary written notice of its intent no later than 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed **5 years**.

(End of Clause)

Optional Tasks

The Government may require performance of any optional task listed in this SOO by written notice to the Contractor within 7 days provided the Government gives the Contractor a preliminary written notice of its intent to exercise these optional tasks at least 15 days before performance of this task is required. The preliminary notice does not commit the Government to exercise these optional tasks.

Post Award Evaluation of Contractor Performance

Contractor Performance Evaluations

Interim and final evaluations of Contractor performance will be prepared on this effort in accordance with FAR Subpart 42.1500. A final performance evaluation will be prepared, by the COTR, at the time of completion of work. In addition to the final evaluation, interim evaluations will be prepared by the COTR annually to coincide with the anniversary date of this effort.

Interim and final evaluations will be provided to the Contractor as soon as practicable after completion of the evaluation. The Contractor will be permitted thirty (30) days to review the document and to submit additional information or a rebutting statement.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 20 of 57
--	----------------------------	--	---------------

Any disagreement between the parties regarding an evaluation will be referred to an individual one level above the CO, whose decision will be final.

Copies of the evaluations, Contractor responses, and review comments, if any, will be retained as part of the contract file and may be used to support future award decisions.

Electronic Access to Contractor Performance Evaluations

Contractors may access evaluations through a secure website for review and comment by completing the registration form that can be obtained at the following address: <http://www.cpars.csd.disa.mil/cparsmain.htm>. The registration process requires the Contractor to identify an individual who will serve as a primary contact and who will be authorized access to the evaluation for review and comment. In addition, the Contractor will be required to identify an alternate contact that will be responsible for notifying the contracting official in the event the primary contact is unavailable to process the evaluation within the required thirty (30) day time frame.

Dissemination of Information

There shall be no dissemination or publication, except within and between the Contractor and any subcontractors, of information developed under this contract or contained in the reports to be furnished pursuant to this effort without prior written approval from the Contracting Officer.

Disclosure of Information

Information made available to the contractor by the Government for the performance or administration of this effort shall be used only for those purposes and shall not be used in any other way without the written agreement of the Contracting Officer.

The contractor agrees to assume responsibility for protecting the confidentiality of Government records, which are not public information. Each contractor or employee of the contractor to whom information may be made available or disclosed shall be notified in writing by the contractor that such information may be disclosed only for a purpose and to the extent authorized herein.

PP05-05 GovPay E-Invoicing

All payment requests must be submitted electronically through GovPay. "Payment request" means any request for contract financing payment or invoice payment by a contractor. To constitute a proper invoice, the GovPay payment request must conform to the requirements identified in FAR 32.905(b), "Payment Documentation and Process" and FAR 52.232-25, "Prompt Payment (OCT 2003)". To ensure the timely processing of invoices GovPay uses an automated "workflow" process to route invoices for review, approvals and payment; as required by the "Prompt Payment Act".

Detailed GovPay information for use of GovPay may be obtained on the Internet at www.govpay.gov. This web site includes user manuals, training resources, instructions for registration and contact information for the GovPay help desk for additional support. All users can access reports on the status of their invoices.

Supporting documentation shall be attached to the GovPay invoice in the form of "flat files" in American Standard Code for Information Interchange (ASCII) and an Adobe PDF file. There is a 4MB limitation on file size for these attachments, per header or line item. Facsimile, e-mail, and scanned documents are NOT acceptable electronic forms for payment requests.

Invoices shall include, as a minimum, the following information:

For the Fixed Priced Items shall have the following:

- Contractor name
- Contractor address
- Contract No.
- Purpose of the Invoice
- Billing Period for the services performed
- Description of deliverable
- Price of deliverable

For invoicing, the Time and Material line item(s) shall include the information listed above, plus the additional items as shown below:

- Productive Direct Labor Hours
- Labor Category
- Hourly Rate

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 21 of 57
--	----------------------------	--	---------------

Copy of individual's timesheet(s)
Travel Expenses (if applicable)

All travel shall be approved by the COTR prior to commencement of travel. Travel expense will be reimbursed to the contractor in accordance with the Federal Travel Regulation upon submission of proper documentation with the contractor's invoice. Documentation shall include a travel expense report containing the following items at a minimum: inclusive dates of travel, location of travel, name of traveler(s), and a list of expenses. Receipts are required for hotel (regardless of amount) and any single expenditure exceeding \$75.00.

Payment of invoices is subject to receipt of each Monthly Report by the COTR. Invoices will be paid upon approval and acceptance by the Government COTR and CO.

The Contractor shall submit all invoices to www.govpay.gov in accordance with the instructions provided in the contract.

GovPay uses the contractor information in the Central Contractor Registration (CCR) database as one of the components for validating contractor registration. It is the responsibility of the contractor to submit accurate and current CCR information. Failure to register and maintain CCR information, or if it has expired, been suspended, been deleted, or could not be found, will result in rejection of your invoice. An invoice submitted during the period for which information in the CCR could not be verified must be resubmitted for payment after successfully registering or updating registration in CCR. Contractors are encouraged to review their CCR information to ensure the most current information is available for GovPay.

The CCR Assistance Center is available to provide assistance and answer questions. They can be reached at 1-888-227-2423 or on the web at <http://www.ccr.gov>.

Department of Interior Regulation (DIAR) CLAUSE INCORPORATED BY REFERENCE
1452.204-70 Release of Claims - DOI (JULY 1996)

Department of Interior Regulation (DIAR) CLAUSE INCORPORATED BY FULL TEXT
1452-201-70 Authorities and Delegations (MAY 2010)

a) The Contracting Officer is the only individual authorized to enter into or terminate this contract, modify any term or condition of this contract, waive any requirement of this contract, or accept nonconforming work.

(b) The Contracting Officer will designate a Contracting Officer's Representative (COR) at time of award. The COR will be responsible for technical monitoring of the contractor's performance and deliveries. The COR will be appointed in writing, and a copy of the appointment will be furnished to the Contractor. Changes to this delegation will be made by written changes to the existing appointment or by issuance of a new appointment.

The COR for this contract will be:

Tonya Davis e-mail tonya.davis1@va.gov, ph: (202)461-6429

(c) The COR is not authorized to perform, formally or informally, any of the following actions:

- (1) Promise, award, agree to award, or execute any contract, contract modification, or notice of intent that changes or may change this contract;
- (2) Waive or agree to modification of the delivery schedule;
- (3) Make any final decision on any contract matter subject to the Disputes Clause;
- (4) Terminate, for any reason, the Contractor's right to proceed;
- (5) Obligate in any way, the payment of money by the Government.

(d) The Contractor shall comply with the written or oral direction of the Contracting Officer or authorized representative(s) acting within the scope and authority of the appointment memorandum. The Contractor need not proceed with direction that it considers to have been issued without proper authority. The Contractor shall notify the Contracting Officer in writing, with as much detail as possible, when the COR has taken an action or has issued direction (written or oral) that the Contractor considers to exceed the COR's appointment, within 3 days of the occurrence. Unless otherwise provided in this contract, the Contractor assumes all costs, risks, liabilities, and consequences of performing any work it is directed to perform that falls within any of the categories defined in paragraph (c) prior to receipt of the Contracting Officer's response issued under paragraph (e) of this clause.

(e) The Contracting Officer shall respond in writing within 30 days to any notice made under paragraph (d) of this clause. A failure of the parties to agree upon the nature of a direction, or upon the contract action to be taken with respect thereto, shall be subject to the provisions of the Disputes clause of this contract.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 22 of 57
--	----------------------------	--	---------------

(f) The Contractor shall provide copies of all correspondence to the Contracting Officer and the COR.

(g) Any action(s) taken by the Contractor, in response to any direction given by any person acting on behalf of the Government or any Government official other than the Contracting Officer or the COR acting within his or her appointment, shall be at the Contractor's risk.

(End of notice)

1452.203-70 Restriction on Endorsement Department of the Interior (JUL 1996)

The Contractor shall not refer to contracts awarded by the Department of the Interior in commercial advertising, as defined in FAR 31.205-1, in a manner which states or implies that the product or service provided is approved or endorsed by the Government, or is considered by the Government to be superior to other products or services. This restriction is intended to avoid the appearance of preference by the Government toward any product or service. The Contractor may request the Contracting Officer to make a determination as to the propriety of promotional material.

(End of clause)

SECTION J -- LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

J.1 PERFORMANCE WORK STATEMENT

Performance Work Summary

1.2 TASK 1 – FMS PRODUCTION SUPPORT (SOO 3.1)

VA's FMS is the backbone of VA's financial systems. The FMS system has now been fully implemented at VA for over 15 years, and the MinX system has now been live since 2006. FMS' COBOL/Virtual Storage Access Method (VSAM) based technical architecture has proven to be an effective platform to provide a reliable financial management system of considerable size and complexity over its lifetime, and

continues to perform well in its core function as VA's GL system of record. The MinX system, using Hyperion Financial Management (HFM), has also been instrumental in providing audited financial statements to VA since its inception. Delta Solutions will continue to partner with FMS Services, Corporate Data Center Operations (CDCO), Office of Information and Technology (OI&T), and Office of Financial Policy (OFP) staff on a full spectrum of functional and technical maintenance and enhancement services for FMS and its ancillary and reporting systems. Delta Solutions' team of certified professionals has an 11-year history of successfully supporting the FMS application for VA. Delta Solutions has been providing all of the services outlined in this solicitation for the past five years, and is the only offeror that will provide VA with no transition risk.

1.2.1 SYSTEM DESIGN, DEVELOPMENT, AND MANAGEMENT METHODOLOGY (SOO 3.1.1)

In supporting VA's FMS and CDCO staff in maintaining and enhancing the FMS package, Delta Solutions will continue to follow its standard BEACON project management and quality assurance methodology. These processes align with the Project Management Institute's (PMI) standards governing project management, systems implementation, and quality assurance services. This comprehensive methodology is the centerpiece of the Delta Solutions' management approach.

Delta Solutions' Systems Development Life-cycle (SDLC) provides a methodology for production support of financial management systems, including specific processes to be followed for system design, development, and the overall management of system maintenance and enhancement projects such as FMS. In addition, Delta Solutions' BEACON methodology was designed to be flexible enough to be customized to the needs of each project and client, and is custom tailored to fit VA's needs performing FMS production support.

Delta Solutions' methodology includes processes for designing and developing systems, as well as a specific methodology for the management of production support projects. Specific steps and activities are documented and followed for these processes including performing SDLC planning and monitoring SDLC efforts. Specific steps for designing and developing systems include:

Designing Systems

- Analyze the approved requirements and evaluate alternative solutions.
- Create, review, and revise the appropriate level of design documentation (based on the level of effort for the particular FMS enhancement) until reaching consensus with stakeholders. This is an iterative process which may involve multiple revisions to the design documentation and multiple meetings/peer reviews before consensus is obtained.
- Update the design documentation as needed throughout the effort

Developing Systems.

Delta Solutions' Key FMS Successes:

- Five year history of supporting entire spectrum of tasks for FMS
- Currently immersed in FMS support, providing VA with zero transition risk
- Methodology maintains CMMI Maturity Level 3 rating organization-wide
- Intimate knowledge of internal VA practices and procedures

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 24 of 57
--	----------------------------	--	---------------

- Technical staff utilizes the approved design specifications and any other supporting documentation, as well as guidelines established in the project planning documentation, to make the necessary system enhancements.
- Developer's quality control review is conducted prior to establishing a test baseline and proceeding to the Test System process to test the enhancement.

Delta Solutions' processes closely align with VA PMAS standards and both emphasize reduction of risks through planning, tight monitoring, regular reporting, and overall management control of projects. For example, milestone reviews are built into each phase of the life-cycle to ensure projects are on track before moving to the next phase. Project teams maintain up-to-date plans, including documentation of roles and responsibilities, and maintain a risk and issue log to identify, monitor, and track project risks and issues to closure. On a regular basis, teams collect and report metrics, perform evaluations of project progress, and document and report status. Delta Solutions' staff receives training in the principles and application of these processes as a useful framework to support quality services within cost and schedule constraints. **Error! Reference source not found.**, Mapping of PMAS to Delta Solutions' BEACON Artifacts and Processes, provides a high-level graphic of Delta Solutions' standard processes and relationships to VA PMAS standards.

1.2.1.1. MANAGEMENT AND PROCESSES FOR PROBLEM CAPTURE, ANALYSIS AND RESOLUTION (SOO 3.1.1.1)

During normal FMS operation, functional and technical issues are brought to FMS Services' attention either as an informal inquiry or as a formal request routed via VA's Unicenter Service Desk (USD) system. Delta Solutions' staff will not require training on the USD system or processes, as they are currently utilizing the system on a daily basis.

The Director of FMS Services routes many of these items to Delta Solutions for resolution as a USD ticket. Delta Solutions will continue to work in partnership with FMS Services to respond to these requests for functional and technical assistance with the FMS and MinX applications, including FMS Archive, FMS, and MinX Test or Development applications. The FMS and MinX Team Leads assign an issue to a team member responsible for the issue until it is resolved.

Delta Solutions will continue to provide analysis and resolution recommendations directly in the USD system and provide formal deliverables in response to assigned tickets. Team members follow up with stakeholders on issues for clarification, to either provide feedback or work through the issue with the affected end users directly. Internally, Delta Solutions is implementing the Atlassian JIRA Bug and Issue Tracking system for internal tracking and workflow purposes to ensure that all items are assigned and tracked to completion.

Delta Solutions will continue to support the FMS user community and attend supporting events, such as the FMS Weekly Workload Meeting, bi-monthly nationwide FMS conference calls, and FMS planning sessions.

1.2.1.2. MANAGE AND MAINTAIN IBM SYSTEM Z JOB CONTROL LANGUAGE (SOO 3.1.1.2)

Job Control Language (JCL) jobs are the main component of the FMS nightly cycle. Delta Solutions has assisted the CDCO in supporting the FMS batch processing cycle for the last 11 years. This cycle support includes ad hoc support to troubleshoot production JCL and monitoring the setup of the nightly cycle parameters in the CA-7 tool used by CDCO to automate nightly job schedules. Delta Solutions will continue to manage and maintain IBM System z JCL jobs in support of FMS and its interfacing systems. Delta Solutions will continue to proactively assess the impact of functional requirements on batch process dependencies, research batch cycleabend and return codes, and manage the applicable production and test data files.

1.2.1.3. EXTERNAL AND INTERNAL FILE BUILDS (SOO 3.1.1.3)

The FMS technical architecture relies heavily on the use of VSAM and flat files that are subject to complex processing. Delta Solutions will leverage our in-depth knowledge of VA data structures to support the extraction and creation of internal and external data files. Delta Solutions will utilize available tools such as FileAid and SAS to support the

extraction and manipulation of VSAM and flat files, for use in reports, interfaces, and extract, transform, load (ETL) processing.

Delta Solutions' staff has been instrumental in building, implementing, and maintaining new interface files into and out of the FMS system, such as the Central Contractor Repository (CCR) extract file which undergoes substantial processing using the SyncSort utility. Delta Solutions staff were also instrumental in managing internal file builds for exchange between FRDW and feeder systems, as well as MinX files for submission to Treasury, the Office of Management and Budget (OMB), and many other VA-internal interfaces.

Delta Solutions will continue to support VA initiatives, such as changes to transactional interfaces from existing external systems (e.g., Vista, FEE, VETSNET), and continue to make recommendations for new interfaces such as the Strategic Asset Management (SAM) system, which will leverage innovative approaches for system integration, such as a Service Oriented Architecture (SOA).

1.2.1.4 SAS REPORTS AND QUERIES (SOO 3.1.1.4)

Delta Solutions has a long history of using SAS - an essential software tool in the FMS environment - extensively for daily FMS support. SAS is used to generate data fixes and reports, and executes key processes such as Annual Close, Clearing, and Form 1099. Delta Solutions will continue to leverage its considerable SAS experience and libraries to manage and manipulate large FMS data files in support of key FMS processes.

Delta Solutions has increasingly leveraged SAS by developing hundreds of modules that produce data files for data fixes and ad hoc queries, and appreciates the flexibility of SAS to generate and refine reports and rapidly execute queries. The following are some examples of recent key SAS-based Delta Solutions accomplishments:

Key Accomplishment	Benefit to VA
Developed SAS module library for FMS Data Clearing (archiving)	Over 800 million records removed from FMS and placed in production archive application
Developed SAS module library for OFF	Ability to answer auditor requests for monthly reports on Undelivered Orders (UDO)
Developed SAS routines for Fixed Asset Roll forward and GL reconciliation	Allowed for nationwide and station-based analysis in response to auditor findings
Developed SAS routines that monitor FMS posting models	Allowed for identification/resolution of problems in a timely manner before they become larger issues
Developed library of SAS modules that generate Forms 1099 MISC/INT from FMS	Allowed for timely and accurate distribution of Forms 1099 MISC and INT to FMS vendors

1.2.2 FMS TECHNICAL ENVIRONMENT (SOO 3.1.2)

The FMS technical environment is enabled by the Customer Information Control System (CICS) operating system using a VSAM file structure. The majority of the FMS software is written in COBOL and contains elements of AMS' CORE software suite. Offline access is enabled via Time Sharing Option/Interactive System Productivity Facility (TSO/ISPF) and SAS is used extensively for extraction and reporting purposes. MinX is architected around the HFM suite. Delta Solutions will continue to support VA by providing day-to-day technical guidance for aspects of the FMS environment, including on-line and off-line processing, interface processing, JCL, COBOL, SAS, TSO/ISPF, FMS-specific CORE modules, VSAM file management, and HFM support. Delta Solutions is currently maintaining the production FMS and MinX systems, and has the experience and expertise to resolve processing errors, and configure and document changes to FMS and its interfaces.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 26 of 57
--	----------------------------	--	---------------

1.2.2.1 MONITORING THE PRODUCTION SYESTEM JOB SCHEDULING, OUTPUT, BACKUP AND RESTORE PROCESS DURING THE NORMAL EIGHT-HOUR WORKING PERIOD (SOO 3.1.2.1)

FMS is a system that requires around-the-clock monitoring and support of the online processes and the nightly off-line cycle jobs. Delta Solutions currently monitors the FMS online system and offline processes on a regular basis as part of its spectrum of support services. Delta Solutions will continue to monitor the FMS production system job scheduling, as well as the output, backup and restore processes during the normal eight-hour working period.

Delta Solutions will work with VA and external parties, such as Treasury Financial Management Service, to address production job discrepancies and provide analysis for job abends, system assurance imbalances, incorrect reference table setup, interface file handling problems, or any other issues.

As part of this process, Delta Solutions will analyze FMS system assurance reports, system generated e-mails, and any issues reported by CDCO, Financial Services Center (FSC), or FMS Services. Delta Solutions documents these issues and recommends a solution when a software change or data fix is required. If follow-up work is required, Delta Solutions provides FMS Services with an initial analysis of the nature and complexity of the change. Larger issues are addressed by performing formal analyses, and then document in a white paper providing alternatives and the recommended solution for VA to consider.

1.2.2.2 RESOLVING ABNORMAL OPERATING EVENTS AFTER NORMAL WORK PERIOD (SOO 3.1.2.2)

The FMS offline cycle is a series of critical processes executed nightly that process the thousands of transactional records fed into FMS every day. The process relies on setup and monitoring of hundreds of JCL members and parameter cards that need to be adjusted and controlled on a nightly basis. Occasionally, operational, data or hardware issues will cause these jobs to fail, generate abends, or serious return codes that require immediate attention before processing can continue. In the event of such an abnormal system event, Delta Solutions will continue to provide a dedicated on-call support person 24/7. This person will respond to all after-hours calls immediately and will escalate to other team members if needed.

Delta Solutions currently assists with such after-hours support for FMS production data files and parameter issues, FMS production JCL abends, CA-7 setup, and other support on a 24/7 basis, including support for the nightly MinX data loads. Delta Solutions provides a no-risk option for VA as staff would not be subject to any transition period for this critical process. All Delta Solutions' personnel have company-supplied laptops that contain the necessary remote access software for FMS for this support.

1.2.2.3 MANAGING SOFTWARE RELEASES (SOO 3.1.2.3)

FMS software is migrated to production in either major or minor release packages. Major release packages contain delivery memoranda, requirements documents and/or detailed design documents, software, comprehensive release notes, Project Records (PRs), and system test case logs with detailed test case results. Minor software release packages consist of customer's Service Requests (SRs) and any other explanatory information from the USD ticket for requirements and design guidance. For software deliverables, detailed release notes, PRs, and system test case logs/results are provided under a delivery memorandum.

Delta Solutions will continue to manage and maintain the FMS proprietary software release packages under a software numbering nomenclature. Delta Solutions will track and maintain the configuration management history for all major and minor FMS software releases. Software and other deliverables are controlled and staged in dedicated mainframe and SharePoint libraries which are moved to VA Quality Assurance (QA) and production libraries and the Endeavor configuration management tool. Delta Solutions is also implementing the Atlassian JIRA tool to automate and standardize its internal release management processes.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 27 of 57
--	----------------------------	--	---------------

1.2.2.4 CONFIGURATION MANAGEMENT (SOO 3.1.2.4)

Tightly controlled configuration management (CM) procedures are critical for FMS software stability. The FMS environment is based on major and minor releases that are moved through the various development, testing, and staging libraries prior to being moved into the production environment. Delta Solutions will continue to provide CM services to VA in support of the FMS application.

CDCO has implemented an automated CM tool, Endeavor, for JCL. Until Endeavor is fully implemented by CDCO for all FMS modules, Delta Solutions will continue to provide the FMS software CM services via internally developed processes and tools to control and document changes in the different configuration libraries on the mainframe. Delta Solutions' staff developed a Configuration Management Tracking Matrix which maintains sequencing and control of the checkout, promotion, and review processes. This matrix document is only used and updated by authorized CM personnel and is under strict version control and contains a cross-reference to the USD request and change order numbers used by VA to control and monitor task progress. Delta Solutions is currently in the process of implementing the Atlassian JIRA tool for most CM tasks, and will employ it internally to assure version control for all deliverables.

1.2.2.5 COMMUNICATING WITH VA (SOO 3.1.2.5)

Delta Solutions will continue to communicate with VA in the most direct and efficient manner possible, providing scheduled status reporting via formal monthly status reports that list a color-coded status (red, yellow, green) for all of its activities on the project, as well as a written narrative that describes the status of a given issue or activity. In addition, Delta Solutions participates in weekly status calls with the FSC and CDCO to give a status on its activities for all FMS-related work, and provides ad-hoc status whenever requested for any activity.

Delta Solutions' staff will not need any transition time to communicate effectively from day one of the period of performance as they currently have a dedicated FMS on-site team with direct access to the FMS stakeholders at VA Central Office (VACO). Delta Solutions' staff also make extensive use of VA and Delta Solutions-supplied e-mail and desk/cell phones, Instant Messenger (IM), NetMeeting, and conference calls to ensure global availability in a real-time fashion. Delta Solutions' staff currently has VA-supplied e-mail accounts, log-in access to all systems, such as FMS/TSO and USD, and are truly embedded into the VA organization. In addition to the core project team, Delta Solutions' project managers have frequent, scheduled communication with senior management, and can leverage their financial management experience to benefit the VA project.

1.2.2.6 MANAGING OUTBOUND AND INBOUND INTERFACES (SOO 3.1.2.6)

The majority of FMS transactions are generated by external systems, such as ICAP, FEE, VETSNET, 1VA+ and many more. It is critical for inbound and outbound interfaces to be monitored on a daily basis, and for issues with interface transmissions and transactions to be resolved in a quick fashion. FMS relies heavily on inbound transactional interfaces and acknowledges receipt and processing of these interface transactions to the feeder systems, in addition to inbound and outbound reference data interfaces. Delta Solutions will continue to work with the CDCO in researching rejected FMS interface transactions and provide recommendations on how to resolve interface issues at the file and the transaction level. Delta Solutions also stands ready to advise on the integration of new interfaces, such as SAM, and provide alternatives to file handling, such as a SOA, for handling transactional data that can be standardized and re-used for other interfaces.

Delta Solutions currently supports all inbound and outbound FMS interfaces. Incoming interfaces are monitored for technical correctness and functional validity. Outgoing interfaces are monitored and potential issues are addressed at the request of the receiving system or as directed.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 28 of 57
--	----------------------------	--	---------------

1.2.2.7 DOCUMENTATION MANAGEMENT (SOO 3.1.2.7)

Delta Solutions will continue to provide guidance on documentation management related to the FMS production environment, developing applicable FMS documentation, updates, and all associated deliverables through VA acceptance.

Currently, under Delta Solutions' CMMI Maturity Level 3-compliant processes, all FMS documentation (e.g., requirements documents, designs, user guides, operations guides, procedure guides, training guides, and white papers), are under strict version control and are only delivered to VA after undergoing an extensive review process. Delta Solutions provides updated documentation for all formal deliverables following its internal review and acceptance procedures, and delivers the final document, with cover memorandum, for acceptance by VA via e-mail. Documentation deliverables undergo a similar process as formal technical deliverables, including a peer review and quality checklist review.

Delta Solutions' standard processes for documentation management include assigning a unique identifier to work products, documenting all changes to the work product (e.g., using a Revision History Table), and storing the work product with appropriate security controls. Security controls for documentation are outlined in the project's planning documentation (e.g., the Project Management Plan). Internally, Delta Solutions utilizes a secure SharePoint portal site to assign and store work products, communicate, and provide version control for deliverables and internal documents. The portal site maintains a version-controlled folder structure for development and support efforts; these folders contain all work products, deliverables, and internal issue tracking databases that assign responsibility and track issues to closure.

1.2.3 DEVELOPMENT AND MAINTENANCE ASSISTANCE (SOO 3.1.3)

The FMS system is a living system subject to a constant need for changes and improvements. It is to be expected that new interfaces will be brought online over the life of this contract, and that data standards will evolve that impact FMS reference data. Delta Solutions will continue to assist VA in meeting development and maintenance challenges, and integrating external systems with FMS by employing the legacy SDLC approaches and introducing new approaches such as SOA.

1.2.3.1 FMS INTERFACES AND SYSTEM INTEGRATION SERVICES (SOO 3.1.3.1)

The FMS system receives its transactional data from a growing number of feeder systems. Delta Solutions will continue to help build, maintain, and optimize all existing and future FMS interfaces, and monitor their file and transaction exchanges. This results in full and seamless integration with the core FMS system, with the ability to integrate additional new systems on a continual basis. Delta Solutions will validate the interfacing system's approach and transactional file layouts for accuracy, and recommend changes to the layouts when appropriate.

In 2009, Delta Solutions brought the FMS system into compliance with the OMB mandate to utilize CCR data to maintain and update its centralized vendor file. This new FMS interface is a major external nightly interface to FMS, and its implementation constituted a major success in integrating external reference data into the core FMS system. It is expected that the number of interfaced transactions into FMS will continue to grow (there have been several major interfaces brought online over the last three years alone, such as interfaces for the Millennium Bill, Dialysis Payments, VETSNET, and Chapter 33), which have increased FMS' interface transaction load by thousands of transactions. Delta Solutions was instrumental in bringing these interfaces into production and is capable of adding additional interfaces to FMS.

1.2.3.2 FMS CONFIGURATION SETTINGS INCLUDING TABLES, SYSTEM, AND NETWORK (SOO 3.1.3.2)

FMS is a system subject to constant review, as reference data setups may change on a daily basis. Delta Solutions will continue to provide support for FMS configuration settings, including Table Setup, System Review, and Network

	Document No. DIIPC18840	Document Title Dept of VA FMS Support	Page 29 of 57
--	----------------------------	--	---------------

Analysis. This support includes analysis of current and proposed settings of online tables, as well as offline parameters. For example, Delta Solutions developed an offline process that excludes a vendor from receiving paper Explanation of Benefits (EOB) Letters through a parameter setting, saving VA resources and satisfying a vendor request.

Delta Solutions will continue to perform impact analyses for FMS Services in their review of FMS online table settings. Upon detection of any potential issues, Delta Solutions will provide a recommendation for the optimal table, system, and network setup. Analysis will include recommendations for FMS Reference Tables (such as VEND) or CORE tables (such as FORM).

1.2.3.3 FMS DATA STANDARDS, METHODS, AND PROCEDURES RELATED TO CONVERSION (SOO 3.1.3.3)

Certain data fixes, software changes, and enhancements may require a data conversion of FMS tables, VSAM and flat files. Delta Solutions will continue to provide thorough specifications for any FMS conversion effort. Delta Solutions has in-depth knowledge of FMS data and VA-specific data standards, enabling personnel to efficiently perform data conversion activities and mitigate risks associated with any data manipulation via COBOL, SAS programs, or other utilities.

Delta Solutions will continue to develop, test, and deliver conversion jobs, and make the pre-conversion data and test data available to VA for acceptance testing. Conversion approaches, data standards and their procedures will be documented as part of the detailed release notes for FMS enhancements or maintenance releases.

Smaller, data fix related conversions will be documented in data fix memoranda that will detail the data standards, methods, and procedures related to smaller conversions, generally accomplished via SAS.

1.2.4 APPLYING BEST PRACTICES AND QUALITY MANAGEMENT TO THE FSC AND OTHER FMS USERS (SOO 3.1.4)

Delta Solutions will continue to leverage its considerable corporate investment in CMMI Maturity Level 3 rated best practices and BEACON quality management methodology for the benefit of the FSC and the larger FMS stakeholder community. The following subsections explain how this will be applied in the areas of business and technical requirements management; software life-cycle management; and functional analysis and problem solving. Please see Appendix C for a high level graphic of Delta Solutions' BEACON methodology.

1.2.4.1 BUSINESS AND TECHNICAL REQUIREMENTS MANAGEMENT (SOO 3.1.4.1)

Consistent with industry best practices, business and technical requirements are established and agreed upon as an initial step of any distinct project initiative, such as the kickoff of an FMS enhancement. Based on the size or complexity of the development effort, requirements will be communicated via e-mail to the Delta Solutions' Team Lead or Project Manager, or will be formally detailed (e.g., in the form of a specific requirements document delivered to VA for review and signoff). With either approach, Delta Solutions documents the requirements and reviews with VA stakeholders for confirmation prior to initiating development activities. As requirements change or additional requirements are derived, Delta Solutions will continue to make appropriate updates according to our established processes.

Delta Solutions' SDLC encompasses our methodology for requirements management; the flexibility of this methodology allows for custom tailoring of the processes needed to fit VA's needs, such as using a less detailed data fix memorandum for data fixes as compared to writing a full requirements document. Delta Solutions' SDLC includes a process for managing requirements, initially performed at the beginning of an effort to identify, validate, and refine the requirements for the effort based on feasibility, constraints, etc. The goal of this initial process is to establish an approved set of business and technical requirements, including derived requirements, and obtain approval of the requirements from VA and project stakeholders.

If new requirements or updates to requirements are necessary after the initial phase is established, this process is revisited to incorporate the new/revised requirements, and obtain approval for them. If changes to the original set of

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 30 of 57
--	----------------------------	--	---------------

requirements are necessary, Delta Solutions ensures traceability of the updated set of requirements throughout the effort. To accomplish this, Delta Solutions utilizes a detailed Requirements Traceability Matrix (RTM) spreadsheet and/or RTM tables within standard SDLC templates (e.g., Requirements Document template, Design Document template, etc.), to trace requirements throughout the SDLC documentation. This decision may be based on factors such as complexity and quantity of requirements, and ensures that all identified requirements are mapped to system test scripts, providing thorough test results so that VA's System Quality Assurance Service (SQAS) is able to follow along when reviewing Delta Solutions' test materials.

Managing requirements occurs throughout Delta Solutions' SDLC. If changes are made to the original set of requirements after they are approved, the team performs an impact analysis and revisits other applicable processes. If needed, a meeting is held with the appropriate project stakeholders to discuss the impact of the requirements changes on project work products produced to date, including project plans, schedules, estimates, designs, etc. Modifications are made as needed, and approval is obtained on any project work products that are impacted by the requirements changes, and documentation version control is maintained.

1.2.4.2 SOFTWARE LIFE CYCLE MANAGEMENT (SOO 3.1.4.2)

Delta Solutions will continue to leverage its BEACON methodology to apply industry best practices and quality management to software life-cycle management. Although software life-cycle management encompasses standard SDLC processes, it must also take into account the overall management processes necessary to plan, monitor, and control information technology (IT) projects to optimize quality and reduction of risk. Delta Solutions' standard, flexible, processes leverage industry sanctioned approaches such as those prescribed by PMI. Quality checks are built in throughout our BEACON processes, and the methodology is aligned with the VA OI&T PMAS processes and is tailored in cooperation with VA and stakeholders to ensure efficiency and compliance with Federal and VA approved management approaches.

Delta Solutions' methodology is comprised of PMLC and SDLC processes. PMLC focuses on the overall management of projects, while SDLC focuses on the detailed aspects of project execution at a task level.

From a project execution perspective, each process phase overlaps to some extent with its successor (e.g., testing or training activities may begin before finalization of all system development activities). In addition, some SDLC processes occur in parallel while others have multiple iterations during the effort (e.g., when employing an iterative rapid design/prototyping approach to development). This same iterative process is followed when performing systems operations and maintenance.

Delta Solutions develops a proposal or formal estimate describing the phase-in of the software, interfaces, and milestones. Software, technical deliverables, custom reports, and ad hoc reports developed by Delta Solutions, or where provided through Delta Solutions via a third party, are delivered via a release schedule and must undergo acceptance testing by VA prior to installation. For new systems or significantly changed functionality, Delta Solutions may be tasked to develop appropriate training materials which are delivered in draft and final form. Delta Solutions then formally closes out the deliverable in the appropriate manner.

1.2.4.3 FUNCTIONAL ANALYSIS AND PROBLEM SOLVING (SOO 3.1.4.3)

Delta Solutions will continue to provide functional analysis and problem solving support to the FSC and the FMS user community under the BEACON methodology. Delta Solutions has been part of the FMS Services team for 11 years, and has intimate knowledge of VA specific processes and procedures, and fully understands the stakeholder community, in addition to significant VA institutional knowledge. Over the past 11 years, Delta Solutions has produced and accumulated a myriad of artifacts (e.g., issue logs, designs, datafix memoranda, and meeting minutes), that can be

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 31 of 57
--	----------------------------	--	---------------

drawn upon for reference by the project team. Delta Solutions maintains an active presence, and is an integrated part of the FMS user community through attendance and participation in activities such as: the weekly workload meeting, the bi-monthly nationwide FMS conference call, conferences hosted by the FSC, capacity-planning meetings sponsored by the AAC, FMS planning sessions, or any other meetings or events related to FMS issues and its functional support.

Delta Solutions provides this functional support and knowledge-sharing with FSC and the larger FMS community in reviewing FSC-developed work products, accepting functional analysis tasks, and responding to user requests. Delta Solutions will continue to provide analyses of FMS transaction processing, and will also participate in processes that are currently managed by the FSC (e.g., automated disbursements, 1099 creation, correction of GL imbalances, Electronic Data Interchange (EDI), Permanent Change of Station (PCS) travel), and any external processes interfaced to FMS through the FSC translator.

1.2.5 CDCO SUPPORT (SOO 3.1.5)

Delta Solutions has established a cooperative partnership with the CDCO in maintaining and improving the production FMS environment. Delta Solutions will continue to partner with the CDCO in troubleshooting abnormal system events and hardware, software, and network issues on an ongoing basis. The joint mission of supporting the FMS application and keeping it at peak performance levels has led to an efficient partnership that is marked by open lines of communication and efficient exchange of information. Delta Solutions has an important role in capacity planning activities, and strives to increase the effectiveness of the cycle by looking for ways to improve performance through fine tuning of the online and batch cycle processes.

1.2.5.1 CAPACITY PLANNING (SOO 3.1.5.1)

Delta Solutions will continue to assist VA in capacity planning, particularly as it pertains to the data contained in the FMS production database. Delta Solutions has developed and refined a SAS-based process whereby FMS reference data and FMS transaction (document) chains are safely archived from the production system to an FMS Archive database to reduce the size of the production VSAM files for optimal performance. Delta Solutions was also instrumental in standing up an FMS Archive application that provides the ability to research historical data.

Delta Solutions also monitors the FMS technical environment, identifying FMS performance issues and providing written documentation to FMS Services and the CDCO. Delta Solutions analyzes the FMS batch cycle for areas of improved performance, monitors transaction and interface processing times, and analyzes database size and efficiency. Changes or additions to the FMS batch cycle are monitored to determine any unusual impact on overall batch processing times. Additionally, Delta Solutions will continue to execute and refine its Document Chain and Reference table clearing processes, in order to maintain the FMS database at a manageable size.

1.2.5.2 SYSTEM PERFORMANCE IMPROVEMENT (SOO 3.1.5.2)

FMS is subject to a review of its processing performance on a continuing basis. Due to the massive size of its database, efficiencies can be gained by streamlining and compressing data whenever possible. Delta Solutions continually looks for ways to enhance performance, particularly as it pertains to archiving data from the production system into the FMS Archive database using the Delta Solutions-developed clearing processes. Delta Solutions reviews the handling of interface files for efficiencies, and periodically reviews the parameter settings of the clearing processes to ensure the maximum number of data is archived without interfering with live production data. Delta Solutions also monitors the system for potential improvements in file handling and offline processing time on an ongoing basis by optimizing JCL, monitoring parameter setup in CA-7, analyzing files, and researching abend codes.

1.2.5.3 FINE-TUNING FMS ONLINE AND BATCH PROCESSING CYCLES (SOO 3.1.5.3)

The FMS environment is not static and is subject to upgrades and changes of the operating system and other facilitating software, such as CICS, Endeavor, CA-7 and other utilities. Delta Solutions will continue to assist in administering FMS online processing and nightly cycle execution, and continuously strives to improve job performance as part of its daily and on-call support service, and as part of periodic FMS performance reviews. Delta Solutions analyzes cycle jobs and provides technical recommendations as to their setup and optimization. Delta Solutions also assists FMS Services, CDCO, and FSC with other potential performance improvements (e.g., parameter reviews, online and offline table setup, and interface file handling processes), to ensure optimal nightly cycle execution.

1.2.6 FMS TRAINING VIA UPK (SOO 3.1.6)

Training users and other stakeholders in FMS previously relied on "on the job," or classroom training. Ensuring users are fully trained in its functionality and features is essential for the long term viability of the system. Delta Solutions will continue to develop individual training modules for the FMS system using Oracle's User Productivity Kit (UPK). The modules contain step-by-step visual instructions on specific features of FMS. This tool provides an interactive environment for new and experienced users for specific FMS modules or functionality, as directed by VA. Training modules are delivered as web-based modules containing multi-media features such as sound and context sensitive text, and are tailored to specific functional scenarios in the FMS system (e.g., how to enter a budget document). Training modules may also cover the technical environment, such as SAS or Hyperion.

Delta Solutions also provides end user and operations staff training on all features and capabilities of the FMS system through a variety of other delivery methods. Delta Solutions plans for the training, creates the training materials, provides and administers the training, and follows up in collecting feedback. Delta Solutions staff will travel to FMS sites in Austin, TX, around the Washington, DC area, or any other locations as required by VA. Delta Solutions has the capability to hold in-person classroom trainings, conduct briefings, or perform on-line trainings, but understands that it is expected that these trainings will make use of the UPK. Delta Solutions is also available to review, comment on, and assist with VA-developed training materials, if requested.

1.3 TASK 2 - FMS ANNUAL CLOSE SUPPORT (SOO 3.2)

Delta Solutions has been integral to the successful Annual Close at VA for the last 11 years, including the FY10 Annual Close team that produced the fastest and most trouble-free FMS Annual Close ever. Additionally, the few issues that remained are already being addressed for FY11 close.

Current work in progress includes automation of a number of regular data fixes and a workaround for a recurring issue with accrual reversals. Some potentially significant problems were averted during the 2010 close due to Delta Solutions' careful monitoring of the Annual Close jobs as they were running.

Delta Solutions has a strong tradition of supporting and improving this critical process for VA, helping to reduce the time needed for adjustment and closing period processing to less than 24 hours, including manual reviews. The team will continue to provide experienced, dedicated resources to support VA in all of its FMS Annual Close activities throughout the year, as illustrated in the Figure 4.

Delta Solutions' Key Annual Close Successes:

- Participated in VA's annual close process for 11 straight years
- Made annual close process more efficient and continues to do so every year
- Developed library of reusable SAS modules for annual execution
- Monitors the annual close-related issues throughout the rest of the year

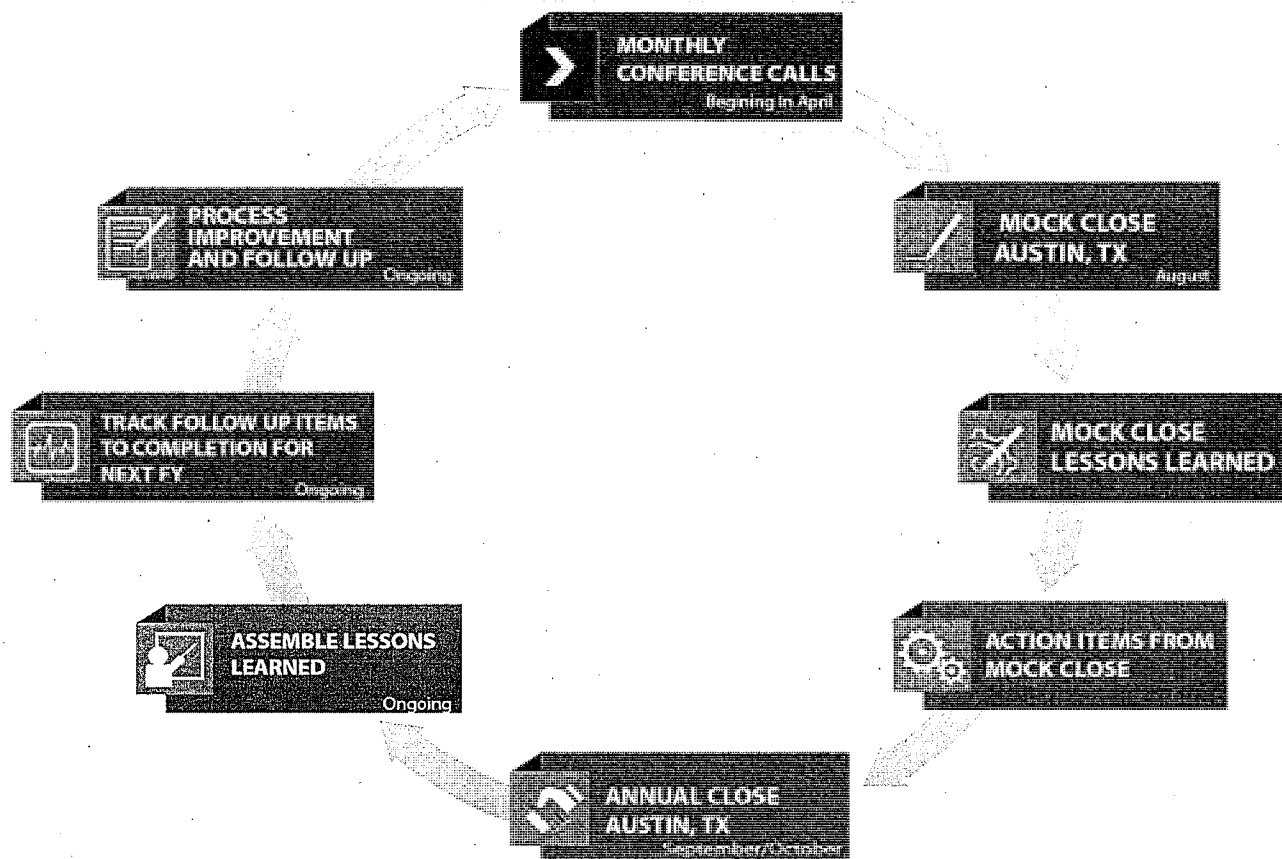
	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 33 of 57
--	----------------------------	--	---------------

Delta Solutions participates in, supports, and improves all aspects of the FMS Annual Close task with strong functional and technical expertise integral to confirming successful execution of the closing jobs and processes. Delta Solutions' personnel are sought out as subject matter experts (SMEs) in this process, and in many cases developed the automated processes from prior year programs that now make Annual Close almost routine. When problems are encountered, Delta Solutions has the cumulative experience to recognize and address them quickly by drawing on lessons learned from prior years. Delta Solutions has a solid track record and the experience to perform Annual Close for FY11 and beyond.

1.3.1 GENERATING ANNUAL CLOSE REQUIREMENTS (SOO 3.2.1)

Delta Solutions is currently generating and documenting Annual Close requirements as they were developed over the previous 11 years, in preparation for FY11 Annual Close.

Delta Solutions' approach is to utilize the experience from 11 consecutive successful Annual Closes to refine the existing requirements, and adjust and time the automated processes are executed during the final Annual Close execution. The goal is to continually reduce actual close processing time, and to perfect the existing Annual Close utilities which consist of SAS and COBOL programs, and JCL members.



While some detailed Annual Close requirements are generated ad-hoc as the year progresses due to Congressional, auditor, or other mandates, the general requirements remain static: Delta Solutions attends monthly Annual Close calls starting in April, and travels to Austin, TX in August to participate in the Mock Close, which includes a “dry run” of many of the Annual Close processes. Delta Solutions advises on improvements to the Mock Close processes, and assembles a

FIGURE 1: FMS ANNUAL CLOSE PROCESS

list of items that will require follow up before logging SRs to track follow-up items to completion for the Annual Close process in October. Delta Solutions then drafts a lessons learned report from the entire Mock Close process in preparation for the official close. At the end of September, Delta Solutions travels back to Austin, TX to participate in the Annual Close. During this time, Delta Solutions recommends improvements to the process and assembles a list of items that will require follow up for the next FY. Like the Mock Close, Delta Solutions then generates SRs to track follow up items to completion and provides a lessons learned report for the next FY.

1.3.2 IDENTIFYING, TRACKING, AND REPORTING ANNUAL CLOSE ISSUES (SOO 3.2.2)

The Annual Close process is never a static, pre-defined process flow. Each year, new issues may be identified and need to be handled to ensure that the close process completes on time. Issues can be due to data anomalies or changing data requirements (e.g., interfaces that went live during the year), or changes to the FMS posting model.

During the execution of the Annual Close processes, the Delta Solutions’ Annual Close team will identify anomalies observed during the execution of Annual Close jobs or in Annual Close report output, and all anomalies are then logged and documented. Starting with the 2011 Annual Close, Delta Solutions plans to use the JIRA bug tracking software as a robust, automated tracking tool. Each of the logged issues will then be tracked until their closure, even if it is past the

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 35 of 57
--	----------------------------	--	---------------

execution of the final Annual Close. A listing of all outstanding Annual Close issues is shared on a periodic basis with the entire integrated Annual Close team, and is also provided to VA's Annual Close lead. This frequent ad hoc reporting is posted to the integrated Annual Close team's SharePoint site and the USD system, which cover responsibilities of all involved parties, such as Delta Solutions, AITC, FSC, and FMS Services staff. The integrated Annual Close team already maintains a complete list of known Annual Close issues and opportunities for improvement, and is tracking them for resolution for FY11.

During the FY09 Annual Close, over 14,000 FMS credit card accrual reversal documents had to be processed manually due to errors from the the FY transition. Delta Solutions recognized this as having potential for significant improvement, and successfully implemented new processing logic for the COBOL accrual reversals program that allows for the inclusion of an appropriate error override level. As a result, for FY10 there were only 20 rejected credit card accrual reversal documents, an astounding 99.85% improvement.

1.3.3 RECOMMENDING AND IMPLEMENTING AUTOMATED ANNUAL CLOSE SOLUTIONS THROUGH AUTOMATED PROCESSES (SOO 3.2.3)

Once issues are identified, tracked, and have been reported, Delta Solutions begins work on remediation of the issues, first evaluating each issue and assessing its priority and potential impact on a scale of "High," "Medium," or "Low." Following the initial assessment, existing Annual Close utilities are reviewed to determine whether they can be used for remediation. If an existing utility can be re-used it will be set up and scheduled for processing. If no existing utility is available, a new utility is developed, most often using SAS for rapid development and deployment. Delta Solutions fields an experienced team to travel to Austin for each Mock and Annual Close, and will further refine the processes allowing VA to close FMS successfully and well within the timeframes established each year.

Over the last 11 years, Delta Solutions has developed, refined, and improved many of the automated Annual Close processes and program modules, including hundreds of JCL members and SAS routines that automate the current Annual Close and Table Clearing processes. The team continually refines and develops new solutions for each FY to avoid recurrence of issues that may have been encountered in the previous year. The Delta Solutions Annual Close team provides all available technical documentation accumulated or generated, and assists VA in testing and scheduling of the Annual Close Batch processes via CA-7.

Delta Solutions has recommended and implemented many solutions to Annual Close issues, including identification and automation of a data fix to clear or reset certain budget table balances for the Supply Fund revolving funds so that only the desired funds would be reset each year. In another case, Delta Solutions identified and automated a data fix to transfer TriCare collection balances from the ending FY into new FY funds where the money can be available for spending. Delta Solutions has provided these (and many other) services in the past to help the Automated Close process become a streamlined, efficient process that is of high importance and visibility at VA.

1.4 TASK 3 - MANAGEMENT INFORMATION EXCHANGE (MINX) SUPPORT (SOO 3.3)

In 2004, the preparation of consolidated agency financial statements had been listed as a material weakness in the annual Office of Inspector General (OIG) Report. As a result, Delta Solutions designed, developed, implemented and currently maintains the Management Information Exchange System (MinX). MinX is built on Oracle's HFM software and is the system used by VA to generate OMB audited financial statements like the Balance Sheet, Statement of Net Cost, and Statement of Budgetary Resources. MinX is also used to generate the Statement of Changes in Net Position, Statement of Financing, SF-133, and the files that support FACTS I and FACTS II submissions to Treasury.

Delta Solutions' Key MinX Successes:

- Developed MinX to remediate a VA-identified material weakness
- System administrator for MinX, which produces VA financial quarterly statements and supporting footnotes
- Created/maintain processes supporting FACTS I and II submissions to Treasury

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 36 of 57
--	----------------------------	--	---------------

As part of the MinX effort, Delta Solutions also provides support to auditor questions and requests as directed by VA (e.g., FMS Services, OFF, etc.)

1.4.1 HFM KNOWLEDGE SUPPORT (SOO 3.3.1)

Since the development and implementation of MinX in 2005, Delta Solutions has provided VA with expert knowledge and maintenance of the system, which is a customized application using Oracle’s HFM application. As the system administrator, Delta Solutions has implemented and monitored all changes to the MinX system since the initial implementation, and has provided this support with experienced staff trained in HFM and with in-depth knowledge of the MinX system and functional environment it supports.

Through MinX, Delta Solutions has supported the production of VA’s financial statements each quarter and year end since 2006. This includes the development of FACTS I and FACTS II submission processes, OMB audited Financial Statements—Balance Sheet, Statement of Net Cost, Statement of Budgetary Resources, Statement of Changes in Net Position and Statement of Financing—and supporting Footnotes, SF-133 reporting, and daily extracts from MinX for VA’s Intra-Governmental Reporting System (IGRS). Delta Solutions also supports the generation of Treasury Tie-Point Reports to assist in the validation and reconciliation of VA Trial Balance data.

Delta Solutions has in-depth HFM experience across multiple agencies, and currently supports similar HFM Financial Statements systems at the Department of Housing and Urban Development (HUD). As with MinX, the HUD system was developed, implemented, and is currently maintained by Delta Solutions on a contract of similar size and scope to VA.

1.4.2 USER SUPPORT AND TRAINING SUPPORT FOR THE MINX (SOO 3.3.2)

Delta Solutions currently provides user support to VA MinX users at the CDCO in Austin, Texas, as well as VACO, VBA and Quantico in the Washington, DC Metropolitan area.

Delta Solutions provides a point of contact for VA users to contact, normally after approval from a VA supervisor, which allows VA users to resolve issues relating to user access, SmartView spreadsheet creation, auditor data requests, user requirements for system or reporting system improvements, and other general questions. Request for changes to the MinX system and reports are tracked using VA’s USD issue tracking system. Delta Solutions also administers user access to the MinX system using HFM Shared Services, which allows multiple user groups to be created with different levels of access, to group users performing the same role together, with access to the MinX functions required.

Delta Solutions has created, and maintains, training documentation provided to new users when granted access to MinX. Further documentation for users requiring more advanced training and user documentation for the HFM SmartView utility has also been created and maintained, and is provided to VA on request. Using Oracle User Productivity Kit (UPK), Delta Solutions creates web-based MinX training modules and HFM SmartView training modules that are currently under review by VA users.

Delta Solutions will continue to develop UPK modules based on client requirements leveraging existing user guides. In addition, Delta Solutions will collect and analyze user feedback to create or enhance training modules. Delta Solutions will also, at the request of VA, provide instructor-led training and demonstrations either on-site or online.

1.4.3 QUESTIONS AND ISSUES (SOO 3.3.3)

Delta Solutions monitors the USD system for tickets assigned to the MinX support group, and works to resolve all questions, change orders, and issues assigned to them. The USD tickets cover MinX user access and connection issues, development and maintenance of MinX reports, software upgrades, auditors’ data requests, MinX user administration (controlling user access and provisioning using Hyperion System 9 Shared Services), documentation creation and updates, SmartView support and creation of SmartView spreadsheets, and other general questions. Through this

process, Delta Solutions will continue to provide problem-solving skills to resolve questions and issues related to connection and financial reporting.

Delta Solutions' personnel have VA Virtual Private Network (VPN) connectivity that enables access to MinX, as well as supporting infrastructure software to provide after hours and weekend support whenever needed.

1.4.4 FISCAL YEAR APPLICATIONS SET UP (SOO 3.3.4)

Delta Solutions has successfully created, deployed, and provisioned five separate applications within HFM, MinX for FY06 and 2007, MinX2008, MinX2009, MinX2010, and MinX2011. Setting up a new application is a complex process that requires coordination and specific functional and technical knowledge. Delta Solutions begins the process of setting up a new application by coordinating with the CDCO database administrators to ensure Oracle connections and processes are available for the new application. Next is updating the MinX HFM Metadata to define funds required for the new budget FY, and removing old funds that are no longer required. Finally, a new FY application in HFM is created. Other steps that Delta Solutions performs when setting up a new application include:

- Provision user access groups with access levels required for the new application
- Setup the new applications Report Repository in Hyperion Reports
- Setup the database connections from Hyperion Reports to the required application
- Configure FACTS I and FACTS II processes for the new FY
- Configure HAL and Vignette data load and extraction processes for the application
- Create rollover files to take adjustments made in MinX for Period 13 of the previous year's application
- Load rollover files to the new application to ensure adjustments made outside FMS carry into the new year's application as expected

Over the years Delta Solutions has continuously improved the process of setting up a new application. By leveraging this expertise and lessons learned, Delta Solutions has reduced the amount of prior year data that needs to be loaded, and also automates the rollover process (which had formerly been manual and time consuming).

1.4.5 DIRECTORY SERVICE IMPLEMENTATION (SOO 3.3.5)

MinX currently uses Microsoft's Active Directory (AD) service to control user access to MinX by interfacing with VA administered Network User Directories. When a user attempts to sign into MinX or MinX Reports, the application checks with the applicable VA Network User Directory to ensure the user name exists in the VA network and the password is valid. Once the user name and password have been passed as valid, Hyperion Shared Services defines the access level within MinX and MinX reports that the user has been granted access.

The user directories used by HFM are managed using Shared Services External Authentication Configuration Console to define and maintain the applicable VA User Directories, and links the MinX applications to those directories. All updates to VA User Directories are controlled by VA, so a user must be defined in a VA User Directory before being granted MinX access.

Delta Solutions will continue to provide support for directory service implementation, deployment, maintenance, and product upgrades as directed by VA. Delta Solutions has provided support to VA AD during the system setup, and with each subsequent system upgrade by creating and maintaining the connection through Hyperion System 9 Shared Services.

1.4.6 OPTIMIZE AND MAINTAIN HFM (SOO 3.3.6)

Delta Solutions performed the original installation of the HFM software on the MinX production and development servers hosted by VA at the CDCO in Austin, TX. This required on-site access to secure servers to deploy the HFM software and supporting web hosting software. Delta Solutions has monitored, maintained, and optimized the software on VA's servers and desktop environments, and will continue to do so throughout the life of this contract.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 38 of 57
--	----------------------------	--	---------------

In May 2009, Delta Solutions successfully upgraded the HFM software from version 9.2.0.1 to 9.2.0.3. Delta Solutions has also upgraded the HFM.SmartView plug-in and provided user support and/or pre-defined SmartView spreadsheets as requested. Delta Solutions also created and maintains a production mirror application on VA-hosted development servers to allow for testing of changes before migration to production. This host environment also allows for testing of system patches and software upgrades (e.g., Oracle DB2 upgrades) during the optimization process.

In keeping with VA technical refresh cycles, Delta Solutions continuously assesses newer versions of HFM, and recommends upgrades with consideration of technical support, compatibility with VA technical standards, functionality, and cost. In addition, Delta Solutions will continue to investigate replacing the HAL software with Financial Data Quality Management (FDM) scripts, as HAL is no longer supported by Oracle. This would remove a risk that future required patches for HFM would remove HAL compatibility.

1.4.7 SYSTEMS CONFIGURATION MANAGEMENT (SOO 3.3.7)

As the system administrator of the MinX system, Delta Solutions monitors and maintains CM by responding to and monitoring all MinX related requests through change orders and USD tickets in VA's issue tracking system.

Delta Solutions creates and maintains all MinX related Problem Processing Requests (PPRs) and a PPR log to provide an audit trail for all changes made to the production MinX environment. Delta Solutions follows VA's CM procedures by creating and maintaining backups of all MinX application files each time a change is made to the system.

1.4.8 DISASTER RECOVERY PLANNING (SOO 3.3.8)

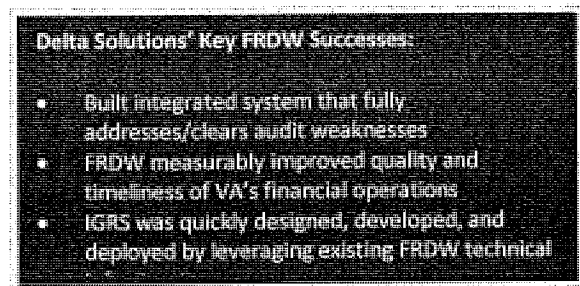
VA is currently in the process of setting up off-site disaster recovery servers to take over automatically in the event of the MinX production servers at CDCO being unavailable. Delta Solutions has assisted with testing efforts of this implementation, and will continue to work with VA in this capacity. Delta Solutions will assist VA with Disaster Recovery Planning (DRP) and the implementation of all systems deployed and implemented over the life of the contract, and will continue to be involved in the testing of the database server changes and disaster recovery testing.

In the event the off-site DRP servers are needed to be utilized, Delta Solutions will be able to verify the recovery of HFM applications and perform any system maintenance or data restoration required.

1.5 TASK 4 - FINANCIAL RECONCILIATION DATA WAREHOUSE (FRDW) (SOO 3.4)

FRDW was created in response to material audit weakness findings; VA needed to find a solution that would provide an audit trail, and offer reconciliation capabilities between interfacing systems and the core FMS. VA requested Delta Solutions design and develop an integrated system that fully addressed and cleared the audit weaknesses. Building on the FRDW foundation to address specific internal control deficiencies, VA also requested Delta Solutions develop an automated system to calculate and report Treasury Intra-Governmental Reconciliation and Analysis System (IRAS) balances. The resulting automated VA IRAS reporting tool, Intra-Governmental Reporting System (IGRS), was designed, developed, and deployed in under one year by leveraging existing FRDW technical infrastructure. IGRS successfully replaced VA's previously manual IRAS reporting process, effectively addressing the internal control issue, and fully alleviating the audit finding.

FRDW, which currently houses seven interfaces, including IGRS and VA's payroll interface PAID, has an annual volume of 37 gigabytes, or 300 million records. The development of FRDW has measurably improved the quality and timeliness of



	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 39 of 57
--	-----------------------------------	---	---------------

VA's financial operations through effective control monitoring and detailed reconciliation processing. In a recent business case, VA uncovered a significant number of payroll records erroneously allocated across budget FYs. VA staff successfully leveraged FRDW processes, data, and reports to obtain corrective payroll information not available in FMS. VA's Office of Financial Business Operations acknowledged FRDW's role in the reconciliation effort and has since increased the user population and scope of reporting.

1.5.1 FRDW SUPPORT (SOO 3.4.1)

Delta Solutions will continue to provide VA with FRDW support by managing the Informatica repository operations, monitoring automated data extracts, monitoring daily FRDW and IGRS Informatica ETL workflows, managing delayed and out-of-cycle FMS and interface data transmissions, analyzing failed UNIX jobs, manually executing failed Informatica processes, and performing data reloads. Delta Solutions also monitors and supports the execution of all FRDW and IGRS related FMS General Ledger (GENJ) extracts, FMS feeder-system data files, and other related data files using CRON scheduling and UNIX scripts.

Delta Solutions manages and supports the Hyperion System 9 Business Intelligence (BI)+ Interactive Reporting tool by monitoring operation of Hyperion application services, managing FRDW and IGRS BQY functionality, monitoring scheduled report outputs, monitoring event logs, analyzing failed outputs, and manually executing FRDW and IGRS reports as needed.

Delta Solutions will continue to manage the FRDW annual data archive process, which was implemented by Delta Solutions to limit the size of the data warehouse. Once a year, using Informatica workflows and UNIX scripts, data from the oldest FY in the system is removed from the warehouse tables and stored on tapes in an offsite location by VA's Austin Information Technology Center (AITC).

By working closely with our VA counterparts, Delta Solutions successfully developed, implemented, and currently supports an integrated data warehouse and reporting system that has addressed audit weaknesses and internal control deficiencies. Subsequent FRDW and IGRS system enhancements have further improved overall reporting capabilities and usefulness. For example, the newer FRDW PAID Detail reports were created to provide the critical information needed to correct payroll records allocated across budget FYs. In another example, the recent re-architecture of the IGRS system pulls IRAS balances from MinX, reducing the need for manual adjustments and improving overall reporting accuracy. Delta solutions will continue to maintain existing, and develop new, reports to support VA's growing needs.

1.5.2 INFORMatica SUPPORT (SOO 3.4.2)

Delta Solutions provides VA with additional FRDW assistance through management of the Informatica Power Center ETL software tool, which is accomplished by performing software installations and upgrades, managing application database connectivity, administering user access control, making configuration changes, and monitoring automated extracts from FMS and other interfacing systems. Delta Solutions will continue to provide VA with Informatica technical assistance performing table maintenance, developing new mappings and workflows, analyzing error logs, and fixing all processing issues. Delta Solutions is currently assisting AITC in the planning and testing activities related to replacing the current FRDW hosting server. As part of the server replacement process, Delta Solutions also assists AITC in upgrading Informatica from version 7.1 to 8.6.

Delta Solutions will continue to provide VA with additional FRDW assistance through management of the Hyperion System 9 BI+ Interactive Reporting tool, which is accomplished by performing software installations and upgrades, managing application database connectivity, managing application services, managing security access, configuring external authentication with VA active directories, analyzing error logs, and managing BQY operation.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 40 of 57
--	----------------------------	--	---------------

1.5.3 HELP DESK SUPPORT (SOO 3.4.3)

Delta Solutions provides help desk support to the FRDW and IGRS community of approximately 75 users with access to over 30 reports and forms. Support includes Hyperion System 9 BI+ Interactive Reporting connectivity issues, assigning new users access to reporting dashboards, assigning existing users to new reporting dashboards, managing row level security, drafting training materials, conducting desk-side instruction for users, troubleshooting all FRDW and IGRS related data processing, and reporting problems.

Delta Solutions' support staff responds to user inquiries received through the FRDW.SUPPORT email account, ranging from login issues, connectivity issues, report functionality, data availability, etc. Delta Solutions will continue to manage user access, provisioning new users, and modifying existing accounts upon receiving an approved 9957 security form. Delta Solutions provides assistance in the creation, maintenance, and generation of all FRDW and IGRS reports and forms, and will capture user feedback to identify and build new reports while working to enhance existing ones. Delta Solutions will continue to monitor FRDW and IGRS report generation processes and manually execute or rerun reports as needed.

Delta Solutions has provided this help desk support since FRDW went live on May 31, 2007. Help desk support has been provided through a help desk email account, reference user guides, and on-site and web-based training sessions. Delta Solutions has also worked closely with VA on seeking feedback from the user community to improve user interface and report functionality. As a result of this support, a number of updates were deployed under the FRDW phase II release in 2009, including new features of advanced row level security, improved filter functionality and built-in dashboard user guides.

1.5.4 DEVELOP AN ONLINE TRAINING MODULE USING THE ORACLE UPK TOOL (3.4.4)

Delta Solutions provides FRDW training to the VA user community on all aspects of the FRDW reports features and capabilities. Delta Solutions utilizes Oracle UPK to create online training materials, quizzes, supporting documentation, and feedback collection, some of which includes voice recording.

Delta Solutions will continue to create training modules using UPK for each of the FRDW Interfaces and IGRS. Training materials encompass topics such as Login, dashboard navigation, report types and usage, drill-down functionality, querying options, and data analysis.

At the request of VA, Delta Solution recently developed pilot UPK-based training modules for MinX, and will leverage the feedback and overall expertise gained from this effort to build future training modules for FRDW, incorporating existing FRDW user guides.

1.5.5 DAILY PRODUCTION JOB SUPPORT (SOO 3.4.5)

Delta Solutions provides FRDW and IGRS daily production job support within the Informatica Power Center ETL tool by monitoring repository operations, reviewing daily workflow outputs, and managing delayed and out-of-cycle data transmissions. Delta Solutions' technical support staff troubleshoots and resolves abnormal Informatica operating events by analyzing error logs and process failures, cleaning up corrupted data elements, modifying production processes, and managing data reloads.

Delta Solutions will continue to provide FRDW and IGRS daily production job support within the Hyperion System 9 BI+ Interactive Reporting tool by monitoring operation of application services, monitoring BQY functionality, and reviewing scheduled report outputs. Delta Solutions' technical support staff will continue to troubleshoot and resolve abnormal operating events by analyzing event logs, analyzing all failed outputs, modifying BQY's, updating reporting dashboards, and rerunning failed reports.

Delta Solutions' production job support coverage extends over daily, weekend, month-end and year-end cycles. Delta Solutions has continuously provided decision support during abnormal operating events resulting from server failure, application failure, and input file delays. At the same time, Delta Solutions has worked closely with AITC on ways to improve monitoring, reduce recovery time, minimize process failure, and enhance process performance. One recent example is the implementation of a TAR process that captures up to eight days of input files in the UNIX server to facilitate data reloads efforts. Some key components that Delta Solutions monitors as part of daily production job support include UNIX source and target directories, UNIX initiator scripts, Informatica repository operations, Informatica workflow outputs, and Hyperion IR scheduled output jobs.

Delta Solutions will continue to perform daily production job support by managing and monitoring the daily cycle of input files, Informatica repository operations, Informatica workflow outputs, and Hyperion IR scheduled report outputs. In case of abnormal operating events, Delta Solutions performs analysis and provides corrective instructions. Delta Solutions submits service requests to the AITC help desk when applicable, and works closely with AITC and System Quality Assurance Service (SQAS) staff to ensure timely and effective resolutions. Corrective actions include requesting secured re-transmission of input files, cleaning up corrupted data elements, suspending CRON scheduler entries, requesting database restores, and managing data reloads.

1.6 TASK 5 - FMS BASELINE MODIFICATIONS (SOO 3.5)

Delta Solutions is keenly aware of the ever present need to enable FMS to provide additional business functionality. The FMS Baseline software requires adjustments, additions, and modifications, through technical enhancements, system add-ons, modular system modifications, or FMS component enhancements. Delta Solutions understands that legislative and financial mandates can be cost prohibitive in making changes to the FMS software. At times, operational and procedural changes are the most cost efficient way to accommodate new functional requirements. Delta Solutions acknowledges, however, that because of its tightly coupled technical architecture, FMS Baseline software

Delta Solutions' FMS Baseline Successes:

- Improved payment reporting statistics by excluding payments to miscellaneous vendors from the Tax Identification Number (TIN) Treasury reporting statistics
- Enhanced quality of FMS Vendor data by implementing an automated interface to CCR Database
- Enhanced data quality for medical providers and veterans by implementing new HIPAA compliant EOB Letters
- Traditional or SOA methodology available

enhancements can be complex and time consuming undertakings when performed under a legacy SDLC.

Delta Solutions will continue to partner with all VA stakeholders in assessing and formally analyzing the most efficient and effective approaches in complying with new requirements for the FMS system. During this analysis phase, Delta Solutions provides expert advice on the need for, and feasibility of, a software change; provide an initial assessment of operational impact on VA and external stakeholders; and provide a detailed cost estimate, if requested. Delta Solutions continues to engage in follow-up analysis that results in either a set of well-defined recommendations or a white paper describing a detailed approach to constructing a modification or addition to FMS software modules. New software modules can be developed using the legacy SDLC processes or employ processes applicable to the service based methodology envisioned by VA using SOA.

Throughout the remaining life of the FMS system there will be a continuing need for significant changes to software modules. Delta Solutions is uniquely qualified to conceptualize, design, develop, engineer, and implement all of the necessary software and provide all required support services—such as implementation and training—to accommodate any new or modified business functions FMS may need to perform. For example, FMS may soon be required to comply with a new, large-scale legislative requirement to withhold 3% from all contractor payments for anticipated taxes. Another potential enhancement would enable FMS to account for, and report, child support payment disbursements

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 42 of 57
--	----------------------------	--	---------------

made on behalf of veterans. The changes to the Treasury disbursement and reporting process, as initiated by Treasury FMS this year, is another area where FMS Baseline software changes are expected. Delta Solutions is experienced in implementing large-scale enhancements of this nature, and has successfully implemented three large FMS Baseline software enhancements over the past three years.

Delta Solutions teams with VA and external stakeholders to address such requirements, drawing on a solid methodology to incorporate industry best practices in IT service management, coupled with the know-how and extensive past experience in enhancing FMS. Delta Solutions will continue to ensure FMS compliance with new functionality demands in the most efficient and cost effective manner possible, including a potential to introduce SOA in order to gain flexibility and production efficiencies.

1.6.1.1 PROVIDE A BROAD RANGE OF ANALYTICAL KNOWLEDGE, SKILLS, AND ABILITIES (SOO OPTIONAL TASK 5 (1))

FMS enhancements, whether they are software modifications or operational changes, require a distinct set of technical skills, such as knowledge of the IBM mainframe environment and COBOL, in addition to a functional skill set that includes VA-specific Federal accounting expertise and knowledge of VA’s data structure. Delta Solutions is in a unique position to be able to provide VA with FMS-experienced staff that are not just deeply familiar with VA’s way of doing business but are immersed in VA culture, methodology, and are also very familiar with VA data.

Delta Solutions has already successfully implemented three large software modifications to FMS, the most significant one being the implementation of a nightly interface with the Central Contractor Registration (CCR) database. This new interface allowed VA to comply with the mandate to utilize CCR and improved the quality of the FMS Vendor data significantly.

Our team has the right balance of technical knowledge and experience, ranging from technical skills such as FMS-specific COBOL and SAS, TSO, and JCL, to functional expertise with the accounting and data nuances of FMS. Delta Solutions’ staff is routinely approached to provide support and guidance on tasks such as analysis to resolve a potential audit finding, such as the “Fixed Asset Rollforward Report” or providing an ad-hoc data extract to quickly research FMS data anomalies.

Delta Solutions is also able to draw on impressive corporate resources that can be brought to bear, whether this is to leverage our experience in Service Oriented Architecture (SOA) or to provide innovative financial reporting solutions. Furthermore, Delta Solutions will always look for ways to improve not just the performance and functionality of FMS but also for ways to extract, present, and use the data it contains. Delta Solutions has a respected set of experts available in many fields, such as Business Intelligence (BI) and Business Analytics (BA) which could be utilized to find innovative solutions to pressing initiatives, such as the current efforts of establishing a “Do Not Pay” list for the Federal Government, and combating fraud, waste and abuse.

1.6.1.2 INSTITUTE A FLEXIBLE AND DYNAMIC SYSTEM ENGINEERING METHODOLOGY (SOO OPTIONAL TASK 5 (2))

Delta Solutions has implemented three large-scale FMS Baseline software enhancements, lengthening FMS’s useful life. These enhancements were implemented successfully, following Delta Solutions’ BEACON methodology, as shown in Appendix C. To enable new business functions in FMS, Delta Solutions will continue to utilize this methodology, which is both flexible and dynamic. In addition to our comprehensive PMLC and SDLC processes, to ensure flexibility, Delta Solutions has developed streamlined approaches to standard life-cycles (e.g., *PMLC Lite*, which includes a subset of project management execution tasks and responsibilities). These streamlined approaches are utilized, as applicable, by projects for which the full set of life-cycle requirements are considered overly burdensome in relation to the derived benefits. This determination is made based on several established factors, including utilization of standard tools (e.g.,

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 43 of 57
--	----------------------------	--	---------------

checklists and wizards), to provide guidance on which processes and templates are followed based on the scope and size of an effort.

Delta Solutions continues to invest in continuous process improvement, as the methodology is comprised of processes that are dynamic. The standard processes are continuously evaluated and revised as warranted, to ensure they meet the needs of clients, as well as Delta Solutions' internal needs. The corporate Quality Management (QM) team, with input from Senior Management and SMEs throughout the organization, establishes and maintains Delta Solutions' documented processes and work products for use organization-wide, following a standard Process Improvement Life-cycle (PILC). When following the PILC, the QM team assesses the effectiveness of the assets on a regular basis and makes changes where appropriate to ensure continuous improvement. The QM team plans and implements policy and process improvements based on the organization's needs, current strengths and weaknesses, industry best practices, and appraisal results.

Delta Solutions will continue to follow all of the standard processes that are applicable to SDLC efforts, while ensuring continued alignment with VA's needs and PMAS standards. Delta Solutions utilizes an internally developed suite of tools and processes to determine which SDLC processes and work products apply to a particular effort, and coordinates with all VA stakeholders, jointly planning the effort every step of the way.

Full SDLC efforts are executed for FMS Baseline software enhancements initially estimated to take more than 80 hours. In this case, Delta Solutions will provide VA with a formal, detailed, full life-cycle software development estimate. Delta Solutions will provide a minimum of two options for addressing the required changes to FMS; provide full estimates for both options; and based on our experience and expertise, recommend one of the solutions as preferred. Delta Solutions will always examine, in conjunction with VA OI&T and any other stakeholders, whether one or more options exist that would accommodate the requirement without the need for an SDLC-based software modification. Delta Solutions will detail in the estimate, if any non-invasive approaches (such as a process change or workaround), would sufficiently accommodate the requirement before recommending changes to the FMS Baseline software.

If a software change is deemed necessary, Delta Solutions will proceed with providing the full range of systems development services following the SDLC methodology in partnership with all VA stakeholders and third parties. Deliverables are created for all phases of the SDLC such as SDLC Planning, Requirements Management, Design, Development, Testing, Training, Deployment, and Close-out. In addition, on-going processes occur as part of the standard project management activities such as monitoring and controlling the efforts, taking corrective actions as necessary, and managing change requests.

1.6.1.3 MANAGE A BROAD SPECTRUM OF IT, IS, AND COMMUNICATION SYSTEM FUNCTIONS, PROCESSING ACTIVITIES, AND SYSTEM SUPPORT SERVICES AND TASKS (SOO OPTIONAL TASK 5 (3))

Delta Solutions will continue to provide the entire spectrum of IT, Information Systems (IS), and communication system functions, processing activities, and system support services under this contract, using a service based methodology where applicable. Delta Solutions is very conscious of the fact that FMS, as a large, transaction based VSAM mainframe application, will need to be managed using innovative approaches and solutions enabling it to function in a cost effective and reliable manner within the VA IT infrastructure for years to come.

Legacy FMS enhancements have relied mainly on custom software development. This approach has a disadvantage of having low reusability and comparatively high costs. FMS is an example of what is called a "tightly coupled" system in which a change in one module forces a ripple effect of changes in other modules. Changes in FMS modules very often require a high level of effort, specifically during the development and system testing phases, because of the high inter-dependency of the individual modules. For example, a change in a common routine (such as the Common Spending Routine), would require re-testing all existing FMS payment document types, even though they may not be affected at

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 44 of 57
--	----------------------------	--	---------------

all. FMS software modules are difficult to reuse and test because all of the dependent modules must be included in the system and regression testing effort. Delta Solutions recognizes this challenge and is looking forward to reviewing, assessing, and recommending systems and tools to facilitate the migration to SOA for FMS in partnership with VA infrastructure and interfacing managers. This joint review process will include the entire spectrum of functions, activities, and tasks that enable FMS to function now and for years to come, including its infrastructure, interfaces, nightly cycle, and functional and technical support.

Service enabling is the process of exposing business functions and data embedded in the FMS programs as well-defined, reusable services. SOA is an approach that introduces a layer of abstraction to produce flexible, "loosely coupled" modules that hide service implementation details and provide a common interface to the user. SOA will allow for current technologies to plug into and leverage existing FMS functionality, and continue to function as they do today. This method allows an extension of FMS, making its functionality more accessible to interfacing applications and users across VA. Delta Solutions will jointly plan, develop, and implement efforts to migrate to this architecture whenever appropriate, using Federal and VA approved management approaches.

A large portion of FMS' functionality would be very suitable for service enabling. For example, FMS batch transaction interfaces, where business logic is easily separable from presentation logic, a programmatic integration technique can be used to service-enable the functionality. In the following example, interfacing components could communicate with FMS via queue-based middleware. The introduction of global data types could then be used to convert the interface data format to an XML-based format, which would allow for development efforts to be based on XML, Java, Web services description languages (WSDL) and SOAP over HTTP standards. A Centralized Universal Description, Discovery and Integration (UDDI) directory would be needed, as a central repository of services should be integral to any potential solution, and a UDDI directory is one of the best ways to accomplish this. In our example, XML would be used to tag the data; SOAP would transfer the data; WSDL would describe the services available; and UDDI would list what services are available.

Going forward, transactional interfaces, such as the new SAM interface between FMS and the Maximo-based fixed asset system being implemented by VA, could benefit from the introduction of a queue-based middleware to facilitate the transaction exchange between SAM and FMS. Similarly, existing interfaces such as the nightly CCR interface could be architected to employ global data types, especially since the CCR data file is already available in an XML format and could be transferred by SOAP-based processing by an FMS middleware layer.

The above example details how Delta Solutions would jointly evaluate any combination of these new development approaches in coordination with VA stakeholders, such as OI&T, CDC, and FMS Services to find new and innovative approaches to provide a broad spectrum of IT, IS, and communication system functions, processing activities, and system support services and tasks. Any approach will require coordination with the interfacing managers and be subject to the prevailing VA-IT infrastructure. Legacy SDLC efforts as well as those using SOA or other new technologies will be jointly planned, developed, and implemented based on prevailing constraints, particularly when it comes to the available resources in the VA infrastructure. This approach will make sure that finite resources are employed in the most efficient manner possible.

1.7 TASK 6 - TRAVEL (SOO 3.6)

Delta Solutions is aware that performance of this contract will require both regular and potentially intermittent travel based upon the needs of VA. Upon request and approval by the COTR, Delta Solutions will travel on a reimbursable basis to any location VA deems appropriate. For the past 11 years, Delta Solutions has travelled to Austin, TX to support VA's Mock Annual Close, and Annual Close process, and will continue to do so through the life of this contract.

1.8 REPORTS

Delta Solutions will develop the following deliverables in support of VA. In the unlikely event a report deadline cannot be met, Delta Solutions' management will notify the COTR, in writing, and include a commitment to a firm delivery date, reasons for delay, and any impact to the project. Table 1, Contract Reports, details the reports Delta Solutions will continue to deliver during performance of this contract. All deliverables will be MS Office 2003 compatible.

Item	Quantity	Delivery Date
Monthly Status Report	1 Electronic	10th day of the following month
Mock Close Report	1 Electronic	10 business days after mock close completion
Annual Close Report	1 Electronic	10 business days after annual close completion
Hyperion Financial Management User and Quick Reference Guide	1 Electronic	Delivered under current contract, will make updates as requested

J. 2 PERFORMANCE REQUIREMENTS SUMMARY

PERFORMANCE METRICS

Conducting the ongoing assessment of Delta Solutions' performance requires a clear framework to provide guidance, perspective, and measurement standards. Detailed performance metrics, developed on a project-by-project basis, are designed to evaluate both contractor performance and overall project value. The development of specific contract performance metrics and standards aid in the performance review process and future award decisions. This section provides VA with a list of sample metrics and surveillance options for measuring and evaluating Delta Solutions' performance.

The following VA Performance Metrics, developed for this solicitation, will serve as a base set of metrics which will be refined and augmented throughout the life of the contract, as applicable.

Performance Measures	Required Outcomes	Performance Standards and Acceptable Quality Level (AQL)	Surveillance Methods
Operational Support	<ul style="list-style-type: none"> ➤ Response to all service requests, USD tickets, and trouble calls handled in a timely manner 	<ul style="list-style-type: none"> ➤ 100% responded to within one business day and resolution based on issue prioritization 	<ul style="list-style-type: none"> ➤ Monthly VA Status Report Review ➤ Random Sampling
User Support Issues	<ul style="list-style-type: none"> ➤ Inquiries through USD tickets, phone or email are responded to in a timely fashion 	<ul style="list-style-type: none"> ➤ 100% responded to within one business day and resolution based on issue prioritization 	<ul style="list-style-type: none"> ➤ Validated by Requesting User ➤ Random sampling ➤ Informal Feedback
Documentation	<ul style="list-style-type: none"> ➤ All release notes, training documents, and required documentation completed and accepted 	<ul style="list-style-type: none"> ➤ Contract Deliverables submitted to VA on scheduled business day ➤ Deliverables met VA Project quality standards 	<ul style="list-style-type: none"> ➤ Email Acknowledgements ➤ Peer Review / Government Acceptance and Signoff
System Software Development and Enhancements	<ul style="list-style-type: none"> ➤ All developed software and system enhancements are complete, compliant, System Quality Assurance Service (SQAS) tested & meet all requirements 	<ul style="list-style-type: none"> ➤ Software enhancements completed on schedule ➤ Enhancement met VA Project quality standards 	<ul style="list-style-type: none"> ➤ Code Reviews ➤ Monthly VA Status Report Review ➤ Validated by SQAS

Performance Measures	Required Outcomes	Performance Standards and Acceptable Quality Level (AQL)	Surveillance Methods
Data Fixes	<ul style="list-style-type: none"> ➤ All data fixes and accounting support requests addressed and completed in a timely manner 	<ul style="list-style-type: none"> ➤ 100% responded to within one business day and resolution based on data fix prioritization ➤ Data fix accuracy met VA Project quality standards 	<ul style="list-style-type: none"> ➤ Validated by SQAS where appropriate ➤ Monthly VA Status Report Review
Annual Close	<ul style="list-style-type: none"> ➤ Successful execution and issuance of final reports from both Mock Close and Annual Close 	<ul style="list-style-type: none"> ➤ Completed Mock Close and Annual Close tasks on VA schedule ➤ Contract Deliverables submitted to VA on scheduled business day ➤ Deliverables met VA Project quality standards 	<ul style="list-style-type: none"> ➤ Validated by SQAS ➤ Random Sampling ➤ Monthly VA Status Report Review ➤ Peer Review / VA Acceptance and Signoff
Training	<ul style="list-style-type: none"> ➤ All requested training and training materials, including User Productivity Kit (UPK) training modules, delivered per schedule 	<ul style="list-style-type: none"> ➤ Training executed and training materials delivered to VA on scheduled business days ➤ Deliverables met VA Project quality standards 	<ul style="list-style-type: none"> ➤ Validated by User Acceptance Testing ➤ Peer Review / VA Acceptance and Signoff ➤ Student Questionnaire ➤ Instructor Evaluation ➤ Monthly VA Status Report Review

TABLE 1 - QASP PERFORMANCE METRICS

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 48 of 57
--	----------------------------	--	---------------

WD 05-2103 (Rev.-10) was first posted on www.wdol.gov on 06/22/2010

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of
Director Wage Determinations

Wage Determination No.: 2005-2103
Revision No.: 10
Date Of Revision: 06/15/2010

States: District of Columbia, Maryland, Virginia

Area: District of Columbia Statewide
Maryland Counties of Calvert, Charles, Frederick, Montgomery, Prince
George's, St Mary's
Virginia Counties of Alexandria, Arlington, Fairfax, Falls Church, Fauquier,
King George, Loudoun, Prince William, Stafford

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		15.08
01012 - Accounting Clerk II		16.92
01013 - Accounting Clerk III		22.30
01020 - Administrative Assistant		31.41
01040 - Court Reporter		21.84
01051 - Data Entry Operator I		14.38
01052 - Data Entry Operator II		15.69
01060 - Dispatcher, Motor Vehicle		17.87
01070 - Document Preparation Clerk		14.21
01090 - Duplicating Machine Operator		14.21
01111 - General Clerk I		14.88
01112 - General Clerk II		16.24
01113 - General Clerk III		18.74
01120 - Housing Referral Assistant		25.29
01141 - Messenger Courier		13.62
01191 - Order Clerk I		15.12
01192 - Order Clerk II		16.50
01261 - Personnel Assistant (Employment) I		18.15
01262 - Personnel Assistant (Employment) II		20.32
01263 - Personnel Assistant (Employment) III		22.65
01270 - Production Control Clerk		22.03
01280 - Receptionist		14.43
01290 - Rental Clerk		16.55
01300 - Scheduler, Maintenance		18.07
01311 - Secretary I		18.07
01312 - Secretary II		20.18
01313 - Secretary III		25.29
01320 - Service Order Dispatcher		16.98
01410 - Supply Technician		28.55
01420 - Survey Worker		20.03
01531 - Travel Clerk I		13.29
01532 - Travel Clerk II		14.36
01533 - Travel Clerk III		15.49
01611 - Word Processor I		15.63

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 49 of 57
--	----------------------------	--	---------------

01612	- Word Processor II	17.67
01613	- Word Processor III	19.95
05000	- Automotive Service Occupations	
05005	- Automobile Body Repairer, Fiberglass	25.26
05010	- Automotive Electrician	23.51
05040	- Automotive Glass Installer	22.15
05070	- Automotive Worker	22.15
05110	- Mobile Equipment Servicer	19.04
05130	- Motor Equipment Metal Mechanic	24.78
05160	- Motor Equipment Metal Worker	22.15
05190	- Motor Vehicle Mechanic	24.78
05220	- Motor Vehicle Mechanic Helper	18.49
05250	- Motor Vehicle Upholstery Worker	21.63
05280	- Motor Vehicle Wrecker	22.15
05310	- Painter, Automotive	23.51
05340	- Radiator Repair Specialist	22.15
05370	- Tire Repairer	14.44
05400	- Transmission Repair Specialist	24.78
07000	- Food Preparation And Service Occupations	
07010	- Baker	13.85
07041	- Cook I	12.55
07042	- Cook II	14.60
07070	- Dishwasher	10.11
07130	- Food Service Worker	10.66
07210	- Meat Cutter	18.08
07260	- Waiter/Waitress	9.70
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	19.86
09040	- Furniture Handler	14.06
09080	- Furniture Refinisher	20.23
09090	- Furniture Refinisher Helper	15.52
09110	- Furniture Repairer, Minor	17.94
09130	- Upholsterer	19.86
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	10.54
11060	- Elevator Operator	10.54
11090	- Gardener	17.52
11122	- Housekeeping Aide	11.83
11150	- Janitor	11.83
11210	- Laborer, Grounds Maintenance	13.07
11240	- Maid or Houseman	11.26
11260	- Pruner	11.58
11270	- Tractor Operator	16.04
11330	- Trail Maintenance Worker	13.07
11360	- Window Cleaner	12.85
12000	- Health Occupations	
12010	- Ambulance Driver	20.41
12011	- Breath Alcohol Technician	20.27
12012	- Certified Occupational Therapist Assistant	23.11
12015	- Certified Physical Therapist Assistant	21.43
12020	- Dental Assistant	17.18
12025	- Dental Hygienist	44.75
12030	- EKG Technician	27.67
12035	- Electroneurodiagnostic Technologist	27.67
12040	- Emergency Medical Technician	20.41
12071	- Licensed Practical Nurse I	19.07
12072	- Licensed Practical Nurse II	21.35
12073	- Licensed Practical Nurse III	24.13
12100	- Medical Assistant	15.01

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 50 of 57
--	----------------------------	--	---------------

12130	- Medical Laboratory Technician	18.04
12160	- Medical Record Clerk	17.42
12190	- Medical Record Technician	19.50
12195	- Medical Transcriptionist	18.77
12210	- Nuclear Medicine Technologist	37.60
12221	- Nursing Assistant I	10.80
12222	- Nursing Assistant II	12.14
12223	- Nursing Assistant III	13.98
12224	- Nursing Assistant IV	15.69
12235	- Optical Dispenser	20.17
12236	- Optical Technician	15.80
12250	- Pharmacy Technician	18.12
12280	- Phlebotomist	15.69
12305	- Radiologic Technologist	31.11
12311	- Registered Nurse I	27.64
12312	- Registered Nurse II	33.44
12313	- Registered Nurse II, Specialist	33.44
12314	- Registered Nurse III	40.13
12315	- Registered Nurse III, Anesthetist	40.13
12316	- Registered Nurse IV	48.10
12317	- Scheduler (Drug and Alcohol Testing)	21.73
13000	- Information And Arts Occupations	
13011	- Exhibits Specialist I	19.86
13012	- Exhibits Specialist II	24.61
13013	- Exhibits Specialist III	30.09
13041	- Illustrator I	20.48
13042	- Illustrator II	25.38
13043	- Illustrator III	31.03
13047	- Librarian	33.88
13050	- Library Aide/Clerk	14.21
13054	- Library Information Technology Systems Administrator	30.60
13058	- Library Technician	19.89
13061	- Media Specialist I	18.73
13062	- Media Specialist II	20.95
13063	- Media Specialist III	23.36
13071	- Photographer I	16.65
13072	- Photographer II	18.90
13073	- Photographer III	23.67
13074	- Photographer IV	28.65
13075	- Photographer V	33.76
13110	- Video Teleconference Technician	20.39
14000	- Information Technology Occupations	
14041	- Computer Operator I	18.92
14042	- Computer Operator II	21.18
14043	- Computer Operator III	23.60
14044	- Computer Operator IV	26.22
14045	- Computer Operator V	29.05
14071	- Computer Programmer I	(see 1) 26.36
14072	- Computer Programmer II	(see 1)
14073	- Computer Programmer III	(see 1)
14074	- Computer Programmer IV	(see 1)
14101	- Computer Systems Analyst I	(see 1)
14102	- Computer Systems Analyst II	(see 1)
14103	- Computer Systems Analyst III	(see 1)
14150	- Peripheral Equipment Operator	18.92
14160	- Personal Computer Support Technician	26.22
15000	- Instructional Occupations	
15010	- Aircrew Training Devices Instructor (Non-Rated)	36.47

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 51 of 57
--	----------------------------	--	---------------

15020	- Aircrew Training Devices Instructor (Rated)	44.06
15030	- Air Crew Training Devices Instructor (Pilot)	52.81
15050	- Computer Based Training Specialist / Instructor	36.47
15060	- Educational Technologist	35.31
15070	- Flight Instructor (Pilot)	52.81
15080	- Graphic Artist	26.80
15090	- Technical Instructor	25.08
15095	- Technical Instructor/Course Developer	30.67
15110	- Test Proctor	20.20
15120	- Tutor	20.20
16000	- Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010	- Assembler	9.88
16030	- Counter Attendant	9.88
16040	- Dry Cleaner	12.94
16070	- Finisher, Flatwork, Machine	9.88
16090	- Presser, Hand	9.88
16110	- Presser, Machine, Drycleaning	9.88
16130	- Presser, Machine, Shirts	9.88
16160	- Presser, Machine, Wearing Apparel, Laundry	9.88
16190	- Sewing Machine Operator	13.78
16220	- Tailor	14.66
16250	- Washer, Machine	10.88
19000	- Machine Tool Operation And Repair Occupations	
19010	- Machine-Tool Operator (Tool Room)	21.14
19040	- Tool And Die Maker	23.38
21000	- Materials Handling And Packing Occupations	
21020	- Forklift Operator	18.02
21030	- Material Coordinator	22.03
21040	- Material Expediter	22.03
21050	- Material Handling Laborer	13.83
21071	- Order Filler	15.09
21080	- Production Line Worker (Food Processing)	18.02
21110	- Shipping Packer	15.09
21130	- Shipping/Receiving Clerk	15.09
21140	- Store Worker I	11.72
21150	- Stock Clerk	16.86
21210	- Tools And Parts Attendant	18.02
21410	- Warehouse Specialist	18.02
23000	- Mechanics And Maintenance And Repair Occupations	
23010	- Aerospace Structural Welder	27.21
23021	- Aircraft Mechanic I	25.83
23022	- Aircraft Mechanic II	27.21
23023	- Aircraft Mechanic III	28.53
23040	- Aircraft Mechanic Helper	17.54
23050	- Aircraft, Painter	24.73
23060	- Aircraft Servicer	19.76
23080	- Aircraft Worker	21.01
23110	- Appliance Mechanic	21.75
23120	- Bicycle Repairer	14.43
23125	- Cable Splicer	26.02
23130	- Carpenter, Maintenance	21.40
23140	- Carpet Layer	20.49
23160	- Electrician, Maintenance	27.98
23181	- Electronics Technician Maintenance I	24.94
23182	- Electronics Technician Maintenance II	26.47
23183	- Electronics Technician Maintenance III	27.89
23260	- Fabric Worker	19.13
23290	- Fire Alarm System Mechanic	22.91
23310	- Fire Extinguisher Repairer	17.62

	Document No. DIIPC18840	Document Title Dept of VA FMS Support	Page 52 of 57
--	----------------------------	--	---------------

23311	- Fuel Distribution System Mechanic	22.81
23312	- Fuel Distribution System Operator	19.38
23370	- General Maintenance Worker	21.43
23380	- Ground Support Equipment Mechanic	25.83
23381	- Ground Support Equipment Servicer	19.76
23382	- Ground Support Equipment Worker	21.01
23391	- Gunsmith I	17.62
23392	- Gunsmith II	20.49
23393	- Gunsmith III	22.91
23410	- Heating, Ventilation And Air-Conditioning Mechanic	23.89
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	25.17
23430	- Heavy Equipment Mechanic	22.91
23440	- Heavy Equipment Operator	22.91
23460	- Instrument Mechanic	22.59
23465	- Laboratory/Shelter Mechanic	21.75
23470	- Laborer	14.98
23510	- Locksmith	21.90
23530	- Machinery Maintenance Mechanic	23.12
23550	- Machinist, Maintenance	22.91
23580	- Maintenance Trades Helper	18.27
23591	- Metrology Technician I	22.59
23592	- Metrology Technician II	23.80
23593	- Metrology Technician III	24.96
23640	- Millwright	28.19
23710	- Office Appliance Repairer	22.96
23760	- Painter, Maintenance	21.75
23790	- Pipefitter, Maintenance	24.63
23810	- Plumber, Maintenance	22.29
23820	- Pneudraulic Systems Mechanic	22.91
23850	- Rigger	22.91
23870	- Scale Mechanic	20.49
23890	- Sheet-Metal Worker, Maintenance	22.91
23910	- Small Engine Mechanic	20.49
23931	- Telecommunications Mechanic I	29.95
23932	- Telecommunications Mechanic II	31.55
23950	- Telephone Lineman	27.41
23960	- Welder, Combination, Maintenance	22.91
23965	- Well Driller	22.91
23970	- Woodcraft Worker	22.91
23980	- Woodworker	17.62
24000	- Personal Needs Occupations	
24570	- Child Care Attendant	12.79
24580	- Child Care Center Clerk	17.77
24610	- Chore Aide	10.57
24620	- Family Readiness And Support Services Coordinator	16.90
24630	- Homemaker	18.43
25000	- Plant And System Operations Occupations	
25010	- Boiler Tender	27.30
25040	- Sewage Plant Operator	20.84
25070	- Stationary Engineer	27.30
25190	- Ventilation Equipment Tender	19.49
25210	- Water Treatment Plant Operator	20.84
27000	- Protective Service Occupations	
27004	- Alarm Monitor	20.57
27007	- Baggage Inspector	12.71
27008	- Corrections Officer	22.80

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 53 of 57
--	----------------------------	--	---------------

27010	- Court Security Officer	24.72
27030	- Detection Dog Handler	20.57
27040	- Detention Officer	22.80
27070	- Firefighter	24.63
27101	- Guard I	12.71
27102	- Guard II	20.57
27131	- Police Officer I	26.52
27132	- Police Officer II	29.67
28000	- Recreation Occupations	
28041	- Carnival Equipment Operator	13.59
28042	- Carnival Equipment Repairer	14.63
28043	- Carnival Equipment Worker	9.24
28210	- Gate Attendant/Gate Tender	13.01
28310	- Lifeguard	11.59
28350	- Park Attendant (Aide)	14.56
28510	- Recreation Aide/Health Facility Attendant	10.62
28515	- Recreation Specialist	18.04
28630	- Sports Official	11.59
28690	- Swimming Pool Operator	18.21
29000	- Stevedoring/Longshoremen Occupational Services	
29010	- Blocker And Bracer	23.13
29020	- Hatch Tender	23.13
29030	- Line Handler	23.13
29041	- Stevedore I	21.31
29042	- Stevedore II	24.24
30000	- Technical Occupations	
30010	- Air Traffic Control Specialist, Center (HFO) (see 2)	39.92
30011	- Air Traffic Control Specialist, Station (HFO) (see 2)	26.84
30012	- Air Traffic Control Specialist, Terminal (HFO) (see 2)	29.56
30021	- Archeological Technician I	20.19
30022	- Archeological Technician II	22.60
30023	- Archeological Technician III	27.98
30030	- Cartographic Technician	27.98
30040	- Civil Engineering Technician	26.41
30061	- Drafter/CAD Operator I	20.19
30062	- Drafter/CAD Operator II	22.60
30063	- Drafter/CAD Operator III	25.19
30064	- Drafter/CAD Operator IV	31.00
30081	- Engineering Technician I	22.92
30082	- Engineering Technician II	25.72
30083	- Engineering Technician III	28.79
30084	- Engineering Technician IV	35.64
30085	- Engineering Technician V	43.61
30086	- Engineering Technician VI	52.76
30090	- Environmental Technician	27.41
30210	- Laboratory Technician	23.38
30240	- Mathematical Technician	28.94
30361	- Paralegal/Legal Assistant I	21.36
30362	- Paralegal/Legal Assistant II	26.47
30363	- Paralegal/Legal Assistant III	32.36
30364	- Paralegal/Legal Assistant IV	39.16
30390	- Photo-Optics Technician	27.98
30461	- Technical Writer I	21.93
30462	- Technical Writer II	26.84
30463	- Technical Writer III	32.47
30491	- Unexploded Ordnance (UXO) Technician I	24.74
30492	- Unexploded Ordnance (UXO) Technician II	29.93
30493	- Unexploded Ordnance (UXO) Technician III	35.88
30494	- Unexploded (UXO) Safety Escort	24.74

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 54 of 57
--	----------------------------	--	---------------

30495 - Unexploded (UXO) Sweep Personnel	24.74
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2) 25.19
30621 - Weather Observer, Senior	(see 2) 27.98
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	14.32
31030 - Bus Driver	20.85
31043 - Driver Courier	13.98
31260 - Parking and Lot Attendant	10.07
31290 - Shuttle Bus Driver	15.66
31310 - Taxi Driver	13.98
31361 - Truckdriver, Light	15.66
31362 - Truckdriver, Medium	17.90
31363 - Truckdriver, Heavy	19.18
31364 - Truckdriver, Tractor-Trailer	19.18
99000 - Miscellaneous Occupations	
99030 - Cashier	10.03
99050 - Desk Clerk	11.58
99095 - Embalmer	23.05
99251 - Laboratory Animal Caretaker I	11.30
99252 - Laboratory Animal Caretaker II	12.35
99310 - Mortician	31.73
99410 - Pest Controller	17.69
99510 - Photofinishing Worker	13.20
99710 - Recycling Laborer	18.50
99711 - Recycling Specialist	22.71
99730 - Refuse Collector	16.40
99810 - Sales Clerk	12.09
99820 - School Crossing Guard	13.43
99830 - Survey Party Chief	21.94
99831 - Surveying Aide	13.63
99832 - Surveying Technician	20.85
99840 - Vending Machine Attendant	14.43
99841 - Vending Machine Repairer	18.73
99842 - Vending Machine Repairer Helper	14.43

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.50 per hour or \$140.00 per week or \$606.67 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 55 of 57
--	----------------------------	--	---------------

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

- (1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;
- (2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;
- (3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
- (4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives.

Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 56 of 57
--	----------------------------	--	---------------

employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A link to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

	Document No. D11PC18840	Document Title Dept of VA FMS Support	Page 57 of 57
--	----------------------------	--	---------------

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

This is a COMBINED SYNOPSIS/SOLICITATION for commercial items prepared in accordance with the format in the Federal Acquisition Regulation (FAR) subpart 12.6, as supplemented with additional information included in the notice and following the Contracting by Negotiation Procedures in FAR Part 15. THIS ANNOUNCEMENT CONSTITUTES THE ONLY SOLICITATION; QUOTES ARE BEING REQUESTED AND A WRITTEN SOLICITATION WILL NOT BE ISSUED. The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular (FAC) 2005-47.

The US Department of Interior, through its Franchise Fund activity, Acquisition Services Directorate (AQD), is issuing this solicitation, Number D11PS18840 as a Request for Quote (RFQ) on behalf of the Department of Veterans Affairs Office of Information and Technology (VA-OI&T).

This Order will procure services to provide Department of Veterans Affairs Office of Information and Technology, (VA-OI&T) with Financial Management System (FMS) Production, Annual Close, and Material Weakness Remediation Support

The resultant award shall be a hybrid Firm Fixed Price and Time and Materials (T&M) Order.

CLIN 0001 Firm Fixed Priced - Task 1: FMS Production Support

CLIN 0002 Firm Fixed Priced - Task 2: FMS Annual Close Support

CLIN 0003 Firm Fixed Priced - Task 3: Management Information Exchange (MINX) Support

CLIN 0004 Firm Fixed Priced - Task 4: Financial Reconciliation Data Warehouse (FRDW) Support

CLIN 0005 Time and Materials - Optional Task 5: FMS Baseline Modification

CLIN 0006 Cost Reimbursable - Travel

THIS IS A FULL AND OPEN COMPETITION.

The period of performance for this effort is a Base Year of twelve (12) months, and four (4) one (1) year option periods.

All offerors shall inform the CO of their intention to quote by February 07, 2010 via e-mail at donald.abamonte@aqd.nbc.gov .

NAICS Code 541519 entitled, "Other Computer Related Services," with a \$25.0 million size standard threshold.

Product Service Code D307 "Automated information system design and integration services"

CLOSING DUE DATE: MARCH 10, 2011
TIME: 2:00 P.M. EASTERN STANDARD TIME (EST)

INSTRUCTIONS TO OFFERORS

Quotations shall consist of separate written Technical and Price quotes.

Offers must include the following information in a cover letter or on the title page of their technical and price quote:

1. Tax Identification Number (TIN)
2. Dun & Bradstreet Number (DUNS)
3. North American Industrial Classification System (NAICS) Code
4. Product Service Code (PSC)
5. The validity period of the quote (Offeror's quote(s) must be valid for at least 60 calendar days)

Note: **Ensure your firm is registered in CCR and VETS 100** - All vendors must be registered in CCR, www.ccr.gov , and VETS 100 to receive government contracts. If not registered in VETS 100 use the following link in order to register in VETS 100: www.vets100.com

All Offeror's quotations shall cite the RFQ Number and project title. The quotation shall also list the Offeror's point of contact for this project including name, title, address, phone number, and email address on the title page of each volume.

The Offeror's written quotation shall be submitted in two (2) separate volumes: Technical and Pricing.

As an addendum to FAR 52.212-1 titled, "Instructions to Offerors--Commercial Items" Offerors are instructed to submit quotations as follows:

Part I: Technical Submission

Technical proposals are limited to 25 pages with size 12 font on standard letter-size paper. All pages shall have a minimum of a 1-inch margin on the top, bottom, left, and right. Page numbering, offeror identification, and disclaimers may be placed in the 1-inch margin. Font size shall be no smaller than 10-point. The 1-inch margin required for text pages is not required for foldouts. Electronic versions of the proposal shall be submitted in Microsoft Word™, Excel™, and Project™, Adobe Acrobat (pdf) as appropriate. The Government will not count the following documents toward the page limit:

- Charts, Tables and Graphs (when on separate pages);
- Letter of Transmittal (cover letter);
- Title Pages;
- Divider Pages;
- Table of Contents; and
- List of Exhibits
- Resumes

IMPORTANT: No Price or Cost data should be in the Technical quote

Technical Quotes shall contain the following elements:

1 Volume I - Technical Quote

Offerors shall provide a technical quote that includes the following general areas:

a) **Understanding of the Statement of Objectives.** Submit a Performance Work Statement (PWS) for performing required tasks. The PWS must demonstrate an in-depth understanding of CGI AMS Federal Financial System (FFS). Submit a Quality Assurance Plan that details how you will identify and maintain quality standards, keep the project on time during each task, and monitor and report task progress. In addition, the quoter is to prepare a suggested Quality Assurance Surveillance Plan, which will not be a rated item for this solicitation, but maybe utilized to evaluate performance.

b) **Key Personnel.** Provide resumes for all personnel.

c) **Past Performance Performing Similar Tasks.**

Past performance offers information relevant to help the Government gauge the experience of the vendor in providing the required services. The Government reserves the right to obtain information for use in the evaluation of past performance from any and all sources including sources outside of the Government. Past performance, information will be utilized to determine the quality of the contractor's past performance as it relates to the probability of success for the required effort. Please ensure that the telephone numbers listed are correct and active for all points of contact listed prior to submission. The Government may also consider information obtained through other sources and will utilize the Past Performance Information Retrieval System (PPIRS). In addition, the contractor has the opportunity to identify past or current contracts (including Federal, State and local government, and private) for efforts similar to the Government requirement. This solicitation shall also authorize offerors to provide information on problems encountered on the identified contracts and the offeror corrective actions. The Government shall consider this information, as well as information obtained from any other sources, when evaluating the offeror's past performance. The source selection authority shall determine the relevance of similar past performance information.

- A list of three (3) references for contracts performed within the last three (3) years for the Federal Government and/or commercial customers that demonstrate recent and relevant past performance for the type of work described in this Statement of Objectives.

- Include the following information:

- Project title and description;
- Contract number, type of contract, and amount;
- Government agency or organization;
- COTR's name, address and telephone number;
- Current status; (e.g. completed and/or if in progress, start and estimated completion dates.)
- Key personnel; and (please highlight those individuals who worked on the relevant project(s) and are also being proposed for this effort.)

- A brief narrative of why you deem the reference relevant to this effort and the SOO paragraph to which the reference applies.
- Problems encountered

Part II: Price Quote

Price quotes shall include the following:

- a) Pricing as indicated for Task 1 and Task 2 as Firm Fixed Price requirement.
- b) A Firm Fixed Price for Task 3 based on estimated hours. For quoting purposes, offeror can assume a duration of 3 months for the base year and for each of the one-year option periods, for Task 3. .
- c) Pricing as indicated for Task 4 as a Firm Fixed Price requirement.
- d) Optional Task 5 pricing is Time & Materials requirement to be based on the contractors experience with a “Not-to-Exceed” amount of \$300,000.00 . For each year of the period of performance.
- e) Fixed rates shall include all costs and fees, including overhead and profits, and shall identify any reduction in schedule rates offered.
- f) Travel should be priced as a separate line item with a “Not-to-Exceed” amount of \$21,000.00.
- g) All other costs and the reductions offered.
- h) Subcontractors, Consultants, and Subject Matter Experts (SME’s): Each offeror’s written price/cost proposal shall contain the following information for each subcontractor, consultant, and SME that will provide work under this proposal:
 - Name of the company or individual;
 - Type of work, hourly rate, and number of hours;
 - Total cost to the Government

Payment Schedule: Offerors shall propose a payment schedule suitable for the type of contract proposed. For firm-fixed-price CLINS, the proposed payment schedule may correspond to actual deliverables submitted under the contract.

Assumptions and Conditions: The Offeror shall detail all assumptions and conditions upon which the Offeror's quotation is based. If no assumptions or conditions are taken by the Contractor, this section should include the statement, "No assumptions or conditions are taken."

All Offerors must submit with their quotes a completed Offeror Representations and Certifications - Commercial Items (FAR 52.212-3) form. If the Offeror's Representations and Certifications are registered on the ORCA website, it must be indicated in the offer.

The following certifications, provisions, clauses, statement of work that apply to this acquisition and are included in documents listed below that apply to this solicitation, which are available to view at <http://www.aqd.nbc.gov/Business/openmarket.aspx>

PROVISIONS AND CERTIFICATIONS

- A. 52.252-1 Provisions Incorporated by Reference (Feb 1998)
- B. 52.209-5 -- Certification Regarding Responsibility Matters (Apr 2010)
- C. 52.209-7 -- Information Regarding Responsibility Matters (Apr 2010)
- D. 52.212-1 Instructions to Offerors--Commercial Items (Jun 2008)
- E. 52.212-2 Evaluation - Commercial Items (Jan 1999)
- F. 52.212-3 Offeror Representations and Certifications - Commercial Items (Jan 2011)
- G. 52.233-2 -- Service of Protest (Sep 2006)
- H. 52.217-5 -- Evaluation of Options (Jul 1990)
- I. 1452.215-71 Use and Disclosure of Proposal Information -- Department of the Interior (APR 1984)

CLAUSES, STATEMENT OF WORK AND ATTACHMENTS

- 1. Statement of Work
- 2. 52.252-2 -- Clauses Incorporated by Reference. (Feb 1998)
- 3. 52.202-1 -- Definitions. (July 2004)
- 4. 52.203-3 -- Gratuities. (Apr 1984)
- 5. 52.203-12 -- Limitation on Payments to Influence Certain Federal Transactions. (Sep 2007)
- 6. 52.204-4 -- Printed or Copied Double-Sided on Recycled Paper. (Aug 2000)
- 7. 52.209-6 -- Protecting the Governments Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Sep 2006)
- 8. 52.209-8 - Updates of Information Regarding Responsibility Matters (Apr 2010)
- 9. 52.212-4 -- Contract Terms and Conditions -- Commercial Items. (Jun 2010)
- 10. 52.212-4 -- Contract Terms and Conditions -- Commercial Items Alternate I (Oct 2008)
- 11. 52.212-5 -- Contract Terms and Conditions Required to Implement Statutes or Executive Orders -- Commercial Items (Jan 2011)
- 12. 52.217-8 -- Option to Extend Services (Nov 1999)
- 13. 52.217-9 -- Option to Extend the Term of the Contract (Mar 2000)
- 14. 1435.204-80 Release of Claims -- Department of the Interior - (Jul 1996)
- 15. 1452-201-70 Authorities and Delegations -- Department of the Interior (May 2010)
- 16. 1452.203-70 Restriction on Endorsements -- Department of the Interior (Jul 1996)

The full text of the provisions and clauses are available at: <http://www.arnet.gov/far/> or <http://farsite.hill.af.mil> or at www.acqnet.gov and for Department of Interior items the link is www.doi.gov/pam/aindex.html:

Instructions for Submission:

Offerors must submit Technical and Price Quotes in separate volumes, electronically, via email to donald.abamonte@aqd.nbc.gov by the closing date of **March 10, 2011 by 2:00 P.M. Eastern Standard Time (EST)**. Offerors are advised that failure to submit a response by this date and time may result in their quotation not being considered. Use the subject line of the e-mail RFQ D10PS18840

NOTE: Due to email server and pipeline limitations, please limit the size of each email with attachments to 5MB.

If the Offeror does not have access to email, offers must be mailed to:

Attn: Donald Abamonte
NBC/Acquisition Services Directorate (AQD)
381 Elden Street, Suite 4000
Herndon, VA 20170

Please be advised that Acquisition Services Directorate is located in a secure building. If offers are hand delivered, please ensure the courier is instructed to use the courtesy phone in the rear of the lobby (to the right of the elevators) to call the Point of Contact listed above on phone no. (703) 964-3645. A staff member will meet the courier to receive the submittal.

TECHNICAL QUESTIONS

Offerors must submit all technical questions concerning this solicitation in writing by e-mail to the Contracting Officer, donald.abamonte@aqd.nbc.gov. **No telephonic or facsimile submission of questions will be accepted.** All questions must be received no later than **2:00PM Eastern Standard Time February 07, 2011.** Acquisition Services Directorate will answer questions, which may affect offers in an amendment to the solicitation. Please be advised that the Government reserves the right to transmit those questions and answers of a common interest to all prospective Offerors. The Offeror or source of the question will not be referenced when issuing an amendment to the solicitation.

BASIS FOR AWARD

The Government's objective is to obtain the highest technical quality considered necessary to achieve the project objectives, with a realistic and reasonable price. The Government reserves the right to make an award without discussion/negotiations of submissions received under this solicitation. Accordingly, prospective offerors should submit their submissions initially on the most favorable terms possible from both a technical and pricing standpoint. The Government reserves the right to make an award to other than the low priced quoter if the superior technical

submission, or the submission indicating a reduced performance risk, warrants paying a premium. Award will be made on a “Best Value” basis and meets all the responsibility criteria at FAR Part 9.104.

The Government reserves the right to make an award without discussion/negotiations of submissions received under this solicitation. Accordingly, prospective offerors should submit their submissions initially on the most favorable terms possible from both a technical and pricing standpoint.

The Government reserves the right to request additional information as may be necessary to determine the prospective offeror’s qualifications for and award or to clarify any aspects of the technical or price submissions. Such information shall be furnished promptly upon the government’s request.

52.252-1 – Provisions Incorporated by Reference (February 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The Offeror is cautioned that the listed provisions may include blocks that must be completed by the Offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the Offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. In addition, the full text of a solicitation provision may be accessed electronically at this/these addresses:

FAR Clauses: www.arnet.gov/far or <http://farsite.hill.af.mil> and www.acqnet.gov
DIAR Clauses: www.doi.gov/pam/aindex.html:

FAR PROVISION INCORPORATED BY REFERENCE

52.212-1 – Instructions to Offerors -- Commercial Items (Jun 2008)

FAR PROVISION INCORPORATED BY FULL TEXT

52.209-5 -- Certification Regarding Responsibility Matters (Apr 2010)

(a)

(1) The Offeror certifies, to the best of its knowledge and belief, that --

(i) The Offeror and/or any of its Principals --

(A) Are [] are not [] presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have [] have not [], within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property (if offeror checks “have”, the offeror shall also see 52.209-7, if included in this solicitation); and

(C) Are [] are not [] presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision; and

(D) Have [], have not [], within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds \$3,000 for which the liability remains unsatisfied.

(1) Federal taxes are considered delinquent if both of the following criteria apply:

(i) The tax liability is finally determined. The liability is finally determined if it has been assessed. A liability is not finally determined if there is a pending administrative or judicial challenge. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.

(ii) The taxpayer is delinquent in making payment. A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.

(2) Examples.

(i) The taxpayer has received a statutory notice of deficiency, under I.R.C. §6212, which entitles the taxpayer to seek Tax Court review of a proposed tax deficiency. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek

Tax Court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(ii) The IRS has filed a notice of Federal tax lien with respect to an assessed tax liability, and the taxpayer has been issued a notice under I.R.C. §6320 entitling the taxpayer to request a hearing with the IRS Office of Appeals contesting the lien filing, and to further appeal to the Tax Court if the IRS determines to sustain the lien filing. In the course of the hearing, the taxpayer is entitled to contest the underlying tax liability because the taxpayer has had no prior opportunity to contest the liability. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek tax court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(iii) The taxpayer has entered into an installment agreement pursuant to I.R.C. §6159. The taxpayer is making timely payments and is in full compliance with the agreement terms. The taxpayer is not delinquent because the taxpayer is not currently required to make full payment.

(iv) The taxpayer has filed for bankruptcy protection. The taxpayer is not delinquent because enforced collection action is stayed under 11 U.S.C. 362 (the Bankruptcy Code).

(ii) The Offeror has [] has not [], within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principal," for the purposes of this certification, means an officer; director; owner; partner; or a person having primary management or supervisory responsibilities within a business entity (*e.g.*, general manager; plant manager; head of a division or business segment; and similar positions).

This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

(End of Provision)

52.209-7 – Information Regarding Responsibility Matters (Apr 2010)

(a) *Definitions.* As used in this provision—

“Administrative proceeding” means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (*e.g.*, Securities and Exchange Commission Administrative Proceedings, Civilian Board of Contract Appeals Proceedings, and Armed Services Board of Contract Appeals Proceedings). This includes administrative proceeding at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include agency actions such as contract audits, site visits, corrective plans, or inspection of deliverables.

“Federal contracts and grants with total value greater than \$10,000,000” means—

- (1) The total value of all current, active contracts and grants, including all priced options; and
- (2) The total value of all current, active orders including all priced options under indefinite-delivery, indefinite-quantity, 8(a), or requirements contracts (including task and delivery and multiple-award Schedules).

(b) The offeror [] has [] does not have current active Federal contracts and grants with total value greater than \$10,000,000.

(c) If the offeror checked “has” in paragraph (b) of this provision, the offeror represents, by submission of this offer, that the information it has entered in the Federal Awardee Performance and Integrity Information System (FAPIIS) is current, accurate, and complete as of the date of submission of this offer with regard to the following information:

(1) Whether the offeror, and/or any of its principals, has or has not, within the last five years, in connection with the award to or performance by the offeror of a Federal contract or grant, been the subject of a proceeding, at the Federal or State level that resulted in any of the following dispositions:

(i) In a criminal proceeding, a conviction.

(ii) In a civil proceeding, a finding of fault and liability that results in the payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more.

(iii) In an administrative proceeding, a finding of fault and liability that results in—

(A) The payment of a monetary fine or penalty of \$5,000 or more;
or

(B) The payment of a reimbursement, restitution, or damages in excess of \$100,000.

(iv) In a criminal, civil, or administrative proceeding, a disposition of the matter by consent or compromise with an acknowledgment of fault by the Contractor if the proceeding could have led to any of the outcomes specified in paragraphs (c)(1)(i), (c)(1)(ii), or (c)(1)(iii) of this provision.

(2) If the offeror has been involved in the last five years in any of the occurrences listed in (c)(1) of this provision, whether the offeror has provided the requested information with regard to each occurrence.

(d) The offeror shall enter the information in paragraphs (c)(1)(i) through (c)(1)(iv) of this provision in FAPIIS as required through maintaining an active registration in the Central Contractor Registration database at <http://www.ccr.gov> (see 52.204-7).

“Principal” means an officer, director, owner, partner, or a person having primary management or supervisory responsibilities within a business entity (*e.g.*, general manager; plant manager; head of a division or business segment; and similar positions).

(End of provision)

52.212-2 -- Evaluation -- Commercial Items (Jan 1999)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

A. Understanding of the Statement of Objectives -- The offeror clearly demonstrates full understanding of the problem, technical requirements, and the tasks to be performed – the approach quoted is complete and adequate and in accordance with accomplishing OMB A-123.

B. Personnel Assigned to Task -- The qualifications of the professionals and technical experts proposed are adequate for performing the task order. Provide resumes for key personnel.

C. Knowledge and Experience of Offeror -- The Offeror demonstrates experience and a performance record for required tasks.

D. Past Performance Performing Similar Tasks – The offeror will submit the following information with regards to past performance for similar work performed:

- A list of three (3 references for contracts performed within the last three (3) years for the Federal Government and/or commercial customers that demonstrate recent and relevant past performance for the type of work described in this Statement of Work.
- Include the following information:
 - Project title and description;
 - Contract number, type of contract, and amount;
 - Government agency or organization;
 - COTR's name, address and telephone number;
 - Current status; (e.g. completed and/or if in progress, start and estimated completion dates.)
 - Key personnel; and (please highlight those individuals who worked on the relevant project(s) and are also being proposed for this effort.)
 - A brief narrative of why you deem the reference to be relevant to this effort and the SOW paragraph to which the reference applies.

Note: The government may also consider information obtained through other sources. Past performance, information will be utilized to determine the quality of the Contractor's past performance as it relates to the probability of success of the required effort. If a Contractor does not have past performance information, they will be provided a neutral rating.

E. Price

Factors A through D (above) are listed in order of importance. During the course of evaluations if offeror's ratings for A through D become equal then price will become a factor. Selection of the firm to perform this task order will be based on the Government's assessment of the best overall value. Technical proposals will be given adjective ratings.

The overall evaluation factors other than cost or price when combined is significantly more important than cost or price. As technical proposals approach parity, price will become more important. Notwithstanding this, the realism of proposed prices will be evaluated, as a reflection of the Offeror's understanding of the requirements. The proposed prices will be evaluated separately but in conjunction with the technical proposal elements. A proposed price that is considered by the Government to be too low to accomplish the proposed technical approach may constitute a potential performance risk to the Government in terms of quality and ability to meet delivery schedules.

52.212-3 -- Offeror Representations and Certifications -- Commercial Items. (Jan 2011)

An offeror shall complete only paragraphs (b) of this provision if the offeror has completed the annual representations and certificates electronically at <http://orca.bpn.gov> . If an offeror has not completed the annual representations and certifications electronically at the ORCA website, the offeror shall complete only paragraphs (c) through (o) of this provision.

(a) *Definitions.* As used in this provision--

“Emerging small business” means a small business concern whose size is no greater than 50 percent of the numerical size standard for the NAICS code designated.

“Forced or indentured child labor” means all work or service—

- (1) Exacted from any person under the age of 18 under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily; or
- (2) Performed by any person under the age of 18 pursuant to a contract the enforcement of which can be accomplished by process or penalties.

“Inverted domestic corporation” means a foreign incorporated entity which is treated as an inverted domestic corporation under 6 U.S.C. 395(b), *i.e.*, a corporation that used to be incorporated in the United States, or used to be a partnership in the United States, but now is incorporated in a foreign country, or is a subsidiary whose parent corporation is incorporated in a foreign country, that meets the criteria specified in 6 U.S.C. 395(b), applied in accordance with the rules and definitions of 6 U.S.C. 395(c).

“Manufactured end product” means any end product in Federal Supply Classes (FSC) 1000-9999, except—

- (1) FSC 5510, Lumber and Related Basic Wood Materials;
- (2) Federal Supply Group (FSG) 87, Agricultural Supplies;
- (3) FSG 88, Live Animals;

- (4) FSG 89, Food and Related Consumables;
- (5) FSC 9410, Crude Grades of Plant Materials;
- (6) FSC 9430, Miscellaneous Crude Animal Products, Inedible;
- (7) FSC 9440, Miscellaneous Crude Agricultural and Forestry Products;
- (8) FSC 9610, Ores;
- (9) FSC 9620, Minerals, Natural and Synthetic; and
- (10) FSC 9630, Additive Metal Materials.

“Place of manufacture” means the place where an end product is assembled out of components, or otherwise made or processed from raw materials into the finished product that is to be provided to the Government. If a product is disassembled and reassembled, the place of reassembly is not the place of manufacture.

“Restricted business operations” means business operations in Sudan that include power production activities, mineral extraction activities, oil-related activities, or the production of military equipment, as those terms are defined in the Sudan Accountability and Divestment Act of 2007 (Pub. L. 110-174). Restricted business operations do not include business operations that the person (as that term is defined in Section 2 of the Sudan Accountability and Divestment Act of 2007) conducting the business can demonstrate—

- (1) Are conducted under contract directly and exclusively with the regional government of southern Sudan;
- (2) Are conducted pursuant to specific authorization from the Office of Foreign Assets Control in the Department of the Treasury, or are expressly exempted under Federal law from the requirement to be conducted under such authorization;
- (3) Consist of providing goods or services to marginalized populations of Sudan;
- (4) Consist of providing goods or services to an internationally recognized peacekeeping force or humanitarian organization;
- (5) Consist of providing goods or services that are used only to promote health or education; or
- (6) Have been voluntarily suspended.

“Service-disabled veteran-owned small business concern”—

- (1) Means a small business concern—

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

“Small business concern” means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

“Veteran-owned small business concern” means a small business concern—

(1) Not less than 51 percent of which is owned by one or more veterans(as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

“Women-owned business concern” means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the its stock is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

“Women-owned small business concern” means a small business concern --

(1) That is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(b)

(1) *Annual Representations and Certifications.* Any changes provided by the offeror in paragraph (b)(2) of this provision do not automatically change the

representations and certifications posted on the Online Representations and Certifications Application (ORCA) website.

(2) The offeror has completed the annual representations and certifications electronically via the ORCA website at <http://orca.bpn.gov>. After reviewing the ORCA database information, the offeror verifies by submission of this offer that the representation and certifications currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications—Commercial Items, have been entered or updated in the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201), except for paragraphs _____. *[Offeror to identify the applicable paragraphs at (c) through (o) of this provision that the offeror has completed for the purposes of this solicitation only, if any. These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer. Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted on ORCA.]*

(c) Offerors must complete the following representations when the resulting contract is to be performed in the United States or its outlying areas. Check all that apply.

(1) *Small business concern.* The offeror represents as part of its offer that it is, is not a small business concern.

(2) *Veteran-owned small business concern.* [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents as part of its offer that it is, is not a veteran-owned small business concern.

(3) *Service-disabled veteran-owned small business concern.* [Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (c)(2) of this provision.] The offeror represents as part of its offer that it is, is not a service-disabled veteran-owned small business concern.

(4) *Small disadvantaged business concern.* [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents, for general statistical purposes, that it is, is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.

(5) *Women-owned small business concern.* [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents that it is, is not a women-owned small business concern.

Note: Complete paragraphs (c)(6) and (c)(7) only if this solicitation is expected to exceed the simplified acquisition threshold.

(6) Women-owned business concern (other than small business concern). [Complete only if the offeror is a women-owned business concern and did not represent itself as a small business concern in paragraph (c)(1) of this provision.]. The offeror represents that it is, a women-owned business concern.

(7) *Tie bid priority for labor surplus area concerns.* If this is an invitation for bid, small business offerors may identify the labor surplus areas in which costs to be incurred on account of manufacturing or production (by offeror or first-tier subcontractors) amount to more than 50 percent of the contract price:

(8) Small Business Size for the Small Business Competitiveness Demonstration Program and for the Targeted Industry Categories under the Small Business Competitiveness Demonstration Program. *[Complete only if the offeror has represented itself to be a small business concern under the size standards for this solicitation.]*

(i) [Complete only for solicitations indicated in an addendum as being set-aside for emerging small businesses in one of the designated industry groups (DIGs).] The offeror represents as part of its offer that it is, is not an emerging small business.

(ii) [Complete only for solicitations indicated in an addendum as being for one of the targeted industry categories (TICs) or designated industry groups (DIGs).] Offeror represents as follows:

(A) Offeror’s number of employees for the past 12 months (check the Employees column if size standard stated in the solicitation is expressed in terms of number of employees); or

(B) Offeror’s average annual gross revenue for the last 3 fiscal years (check the Average Annual Gross Number of Revenues column if size standard stated in the solicitation is expressed in terms of annual receipts).

(Check one of the following):

<u>Number of Employees</u>	<u>Average Annual Gross Revenues</u>
50 or fewer	\$1 million or less
51-100	\$1,000,001-\$2 million
101-250	\$2,000,001-\$3.5 million

251-500	\$3,500,001-\$5 million
501-750	\$5,000,001-\$10 million
751-1,000	\$10,000,001-\$17 million
Over 1,000	Over \$17 million

(9) [Complete only if the solicitation contains the clause at FAR 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns, or FAR 52.219-25, Small Disadvantaged Business Participation Program—Disadvantaged Status and Reporting, and the offeror desires a benefit based on its disadvantaged status.]

(i) *General.* The offeror represents that either—

(A) It is, is not certified by the Small Business Administration as a small disadvantaged business concern and identified, on the date of this representation, as a certified small disadvantaged business concern in the database maintained by the Small Business Administration (PRO-Net), and that no material change in disadvantaged ownership and control has occurred since its certification, and, where the concern is owned by one or more individuals claiming disadvantaged status, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); or

(B) It has, has not submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted.

(ii) *Joint Ventures under the Price Evaluation Adjustment for Small Disadvantaged Business Concerns.* The offeror represents, as part of its offer, that it is a joint venture that complies with the requirements in 13 CFR 124.1002(f) and that the representation in paragraph (c)(9)(i) of this provision is accurate for the small disadvantaged business concern that is participating in the joint venture. [*The offeror shall enter the name of the small disadvantaged business concern that is participating in the joint venture: _____.*]

(10) HUBZone small business concern. [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents, as part of its offer, that--

(i) It [] is, [] is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material changes in ownership and control, principal office, or HUBZone employee percentage have occurred since it was certified in accordance with 13 CFR part 126; and

(ii) It [] is, [] is not a HUBZone joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (c)(10)(i) of this provision is accurate for each HUBZone small business concern participating in the HUBZone joint venture. [*The offeror shall enter the names of each of the HUBZone small business concerns participating in the HUBZone joint venture: _____.*] Each HUBZone small business concern participating in the HUBZone joint venture shall submit a separate signed copy of the HUBZone representation.

(d) Representations required to implement provisions of Executive Order 11246 --

(1) Previous contracts and compliance. The offeror represents that --

(i) It [] has, [] has not, participated in a previous contract or subcontract subject to the Equal Opportunity clause of this solicitation; and

(ii) It [] has, [] has not, filed all required compliance reports.

(2) *Affirmative Action Compliance.* The offeror represents that --

(i) It [] has developed and has on file, [] has not developed and does not have on file, at each establishment, affirmative action programs required by rules and regulations of the Secretary of Labor (41 CFR parts 60-1 and 60-2), or

(ii) It [] has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(e) *Certification Regarding Payments to Influence Federal Transactions* (31 U.S.C. 1352).

(Applies only if the contract is expected to exceed \$150,000.) By submission of its offer, the offeror certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with the award of any resultant contract. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to

provide the name of the registrants. The offeror need not report regularly employed officers or employees of the offeror to whom payments of reasonable compensation were made.

(f) *Buy American Act Certificate.* (Applies only if the clause at Federal Acquisition Regulation (FAR) 52.225-1, Buy American Act – Supplies, is included in this solicitation.)

(1) The offeror certifies that each end product, except those listed in paragraph (f)(2) of this provision, is a domestic end product and that for other than COTS items, the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The offeror shall list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products, *i.e.*, an end product that is not a COTS item and does not meet the component test in paragraph (2) of the definition of “domestic end product.” The terms “commercially available off-the-shelf (COTS) item,” “component,” “domestic end product,” “end product,” “foreign end product,” and “United States” are defined in the clause of this solicitation entitled “Buy American Act—Supplies.”

(2) Foreign End Products:

LINE ITEM NO.	COUNTRY OF ORIGIN

[List as necessary]

(3) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(g)

(1) *Buy American Act -- Free Trade Agreements -- Israeli Trade Act Certificate.* (Applies only if the clause at FAR 52.225-3, Buy American Act -- Free Trade Agreements -- Israeli Trade Act, is included in this solicitation.)

(i) The offeror certifies that each end product, except those listed in paragraph (g)(1)(ii) or (g)(1)(iii) of this provision, is a domestic end product and that for other than COTS items, the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The terms “Bahrainian, Moroccan, Omani, or Peruvian end product,” “commercially available off-the-shelf (COTS) item,” “component,” “domestic end product,” “end product,” “foreign end product,” “Free Trade Agreement country,” “Free Trade Agreement country end product,” “Israeli end product,” and “United

States' are defined in the clause of this solicitation entitled "Buy American Act--Free Trade Agreements--Israeli Trade Act."

(ii) The offeror certifies that the following supplies are Free Trade Agreement country end products (other than Bahrainian, Moroccan, Omani, or Peruvian end products) or Israeli end products as defined in the clause of this solicitation entitled "Buy American Act—Free Trade Agreements—Israeli Trade Act":

Free Trade Agreement Country End Products (Other than Bahrainian or Moroccan End Products) or Israeli End Products:

LINE ITEM NO.	COUNTRY OF ORIGIN

[List as necessary]

(iii) The offeror shall list those supplies that are foreign end products (other than those listed in paragraph (g)(1)(ii) or this provision) as defined in the clause of this solicitation entitled "Buy American Act—Free Trade Agreements—Israeli Trade Act." The offeror shall list as other foreign end products those end products manufactured in the United States that do not qualify as domestic end products, *i.e.*, an end product that is not a COTS item and does not meet the component test in paragraph (2) of the definition of "domestic end product."

Other Foreign End Products:

LINE ITEM NO.	COUNTRY OF ORIGIN

[List as necessary]

(iv) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(2) *Buy American Act—Free Trade Agreements—Israeli Trade Act Certificate, Alternate I.* If Alternate I to the clause at FAR 52.225-3 is included in this

solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Canadian end products as defined in the clause of this solicitation entitled “Buy American Act—Free Trade Agreements—Israeli Trade Act”:

Canadian End Products:

Line Item No.:

[List as necessary]

(3) *Buy American Act—Free Trade Agreements—Israeli Trade Act Certificate, Alternate II.* If Alternate II to the clause at FAR 52.225-3 is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Canadian end products or Israeli end products as defined in the clause of this solicitation entitled “Buy American Act--Free Trade Agreements--Israeli Trade Act”:

Canadian or Israeli End Products:

Line Item No.:	Country of Origin:

[List as necessary]

(4) *Trade Agreements Certificate.* (Applies only if the clause at FAR 52.225-5, Trade Agreements, is included in this solicitation.)

(i) The offeror certifies that each end product, except those listed in paragraph (g)(4)(ii) of this provision, is a U.S.-made or designated country end product as defined in the clause of this solicitation entitled “Trade Agreements.”

(ii) The offeror shall list as other end products those end products that are not U.S.-made or designated country end products.

Other End Products

Line Item No.:	Country of Origin:

[List as necessary]

(iii) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25. For line items covered by the WTO GPA, the Government will evaluate offers of U.S.-made or designated country end products without regard to the restrictions of the Buy American Act. The Government will consider for award only offers of U.S.-made or designated country end products unless the Contracting Officer determines that there are no offers for such products or that the offers for such products are insufficient to fulfill the requirements of the solicitation.

(h) *Certification Regarding Responsibility Matters (Executive Order 12689)*. (Applies only if the contract value is expected to exceed the simplified acquisition threshold.) The offeror certifies, to the best of its knowledge and belief, that the offeror and/or any of its principals--

(1) Are, are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(2) Have, have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property; and

(3) Are, are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses enumerated in paragraph (h)(2) of this clause; and

(4) Have, have not, within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds \$3,000 for which the liability remains unsatisfied.

(i) Taxes are considered delinquent if both of the following criteria apply:

(A) *The tax liability is finally determined.* The liability is finally determined if it has been assessed. A liability is not finally determined if there is a pending administrative or judicial

challenge. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.

(B) *The taxpayer is delinquent in making payment.* A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.

(ii) Examples.

(A) The taxpayer has received a statutory notice of deficiency, under I.R.C. §6212, which entitles the taxpayer to seek Tax Court review of a proposed tax deficiency. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek Tax Court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(B) The IRS has filed a notice of Federal tax lien with respect to an assessed tax liability, and the taxpayer has been issued a notice under I.R.C. §6320 entitling the taxpayer to request a hearing with the IRS Office of Appeals Contesting the lien filing, and to further appeal to the Tax Court if the IRS determines to sustain the lien filing. In the course of the hearing, the taxpayer is entitled to contest the underlying tax liability because the taxpayer has had no prior opportunity to contest the liability. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek tax court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(C) The taxpayer has entered into an installment agreement pursuant to I.R.C. §6159. The taxpayer is making timely payments and is in full compliance with the agreement terms. The taxpayer is not delinquent because the taxpayer is not currently required to make full payment.

(D) The taxpayer has filed for bankruptcy protection. The taxpayer is not delinquent because enforced collection action is stayed under 11 U.S.C. §362 (the Bankruptcy Code).

(i) Certification Regarding Knowledge of Child Labor for Listed End Products (Executive Order 13126). [The Contracting Officer must list in paragraph (i)(1) any end products being acquired under this solicitation that are included in the List of Products Requiring Contractor Certification as to Forced or Indentured Child Labor, unless excluded at 22.1503(b).]

(1) Listed End Product

Listed End Product:	Listed Countries of Origin:

(2) Certification. [If the Contracting Officer has identified end products and countries of origin in paragraph (i)(1) of this provision, then the offeror must certify to either (i)(2)(i) or (i)(2)(ii) by checking the appropriate block.]

(i) The offeror will not supply any end product listed in paragraph (i)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product.

(ii) The offeror may supply an end product listed in paragraph (i)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product. The offeror certifies that it has made a good faith effort to determine whether forced or indentured child labor was used to mine, produce, or manufacture any such end product furnished under this contract. On the basis of those efforts, the offeror certifies that it is not aware of any such use of child labor.

(j) *Place of manufacture.* (Does not apply unless the solicitation is predominantly for the acquisition of manufactured end products.) For statistical purposes only, the offeror shall indicate whether the place of manufacture of the end products it expects to provide in response to this solicitation is predominantly—

(1) In the United States (Check this box if the total anticipated price of offered end products manufactured in the United States exceeds the total anticipated price of offered end products manufactured outside the United States); or

(2) Outside the United States.

(k) Certificates regarding exemptions from the application of the Service Contract Act. (Certification by the offeror as to its compliance with respect to the contract also constitutes its certification as to compliance by its subcontractor if it subcontracts out the exempt services.) [The contracting officer is to check a box to indicate if paragraph (k)(1) or (k)(2) applies.]

(1) Maintenance, calibration, or repair of certain equipment as described in FAR 22.1003-4(c)(1). The offeror does does not certify that—

(i) The items of equipment to be serviced under this contract are used regularly for other than Governmental purposes and are sold or traded by the offeror (or subcontractor in the case of an exempt subcontract) in substantial quantities to the general public in the course of normal business operations;

(ii) The services will be furnished at prices which are, or are based on, established catalog or market prices (see FAR 22.1003-4(c)(2)(ii)) for the maintenance, calibration, or repair of such equipment; and

(iii) The compensation (wage and fringe benefits) plan for all service employees performing work under the contract will be the same as that used for these employees and equivalent employees servicing the same equipment of commercial customers.

(2) Certain services as described in FAR 22.1003-4(d)(1). The offeror does does not certify that—

(i) The services under the contract are offered and sold regularly to non-Governmental customers, and are provided by the offeror (or subcontractor in the case of an exempt subcontract) to the general public in substantial quantities in the course of normal business operations;

(ii) The contract services will be furnished at prices that are, or are based on, established catalog or market prices (see FAR 22.1003-4(d)(2)(iii));

(iii) Each service employee who will perform the services under the contract will spend only a small portion of his or her time (a monthly average of less than 20 percent of the available hours on an annualized basis, or less than 20 percent of available hours during the contract period if the contract period is less than a month) servicing the Government contract; and

(iv) The compensation (wage and fringe benefits) plan for all service employees performing work under the contract is the same as that used for these employees and equivalent employees servicing commercial customers.

(3) If paragraph (k)(1) or (k)(2) of this clause applies—

(i) If the offeror does not certify to the conditions in paragraph (k)(1) or (k)(2) and the Contracting Officer did not attach a Service Contract Act wage determination to the solicitation, the offeror shall notify the Contracting Officer as soon as possible; and

(ii) The Contracting Officer may not make an award to the offeror if the offeror fails to execute the certification in paragraph (k)(1) or (k)(2) of this clause or to contact the Contracting Officer as required in paragraph (k)(3)(i) of this clause.

(1) *Taxpayer identification number (TIN)* (26 U.S.C. 6109, 31 U.S.C. 7701). (Not applicable if the offeror is required to provide this information to a central contractor registration database to be eligible for award.)

(1) All offerors must submit the information required in paragraphs (1)(3) through (1)(5) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the Internal Revenue Service (IRS).

(2) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.]

(3) Taxpayer Identification Number (TIN).

TIN:_____.

TIN has been applied for.

TIN is not required because:

Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

Offeror is an agency or instrumentality of a foreign government;

Offeror is an agency or instrumentality of the Federal Government;

(4) Type of organization.

Sole proprietorship;

Partnership;

Corporate entity (not tax-exempt);

Corporate entity (tax-exempt);

Government entity (Federal, State, or local);

Foreign government;

International organization per 26 CFR 1.6049-4;

Other _____.

(5) Common parent.

Offeror is not owned or controlled by a common parent:

Name and TIN of common parent:

Name _____

TIN _____

(m) *Restricted business operations in Sudan.* By submission of its offer, the offeror certifies that the offeror does not conduct any restricted business operations in Sudan.

(n) Prohibition on Contracting with Inverted Domestic Corporations.

(1) *Relation to Internal Revenue Code.* A foreign entity that is treated as an inverted domestic corporation for purposes of the Internal Revenue Code at 26 U.S.C. 7874 (or would be except that the inversion transactions were completed on or before March 4, 2003), is also an inverted domestic corporation for purposes of 6 U.S.C. 395 and for this solicitation provision (see FAR 9.108).

(2) *Representation.* By submission of its offer, the offeror represents that it is not an inverted domestic corporation and is not a subsidiary of one.

(o) Sanctioned activities relating to Iran. (1) Unless a waiver is granted or an exception applies as provided in paragraph (o)(2) of this provision, by submission of its offer, the offeror certifies that the offeror, or any person owned or controlled by the offeror, does not engage in any activities for which sanctions may be imposed under section 5 of the Iran Sanctions Act of 1996.

(2) The certification requirement of paragraph (o)(1) of this provision does not apply if--

(i) This solicitation includes a trade agreements certification (e.g., 52.212-3(g) or a comparable agency provision); and

(ii) The offeror has certified that all the offered products to be supplied are designated country end products.

(End of Provision)

52.217-5 -- Evaluation of Options (Jul 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

(End of Provision)

52.233-2 – Service of Protest (Sep 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from Donald Abamonte at the Department of the Interior, National Business Center, Acquisition Services Directorate in Herndon, VA.

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

1452.215-71 Use and Disclosure of Proposal Information – Department of Interior (APR 1984)

(a) Definitions. For the purposes of this provision and the Freedom of Information Act (5 U.S.C. 552), the following terms shall have the meaning set forth below:

(1) "Trade Secret" means an unpatented, secret, commercially valuable plan, appliance, formula, or process, which is used for making, preparing, compounding, treating or processing articles or materials which are trade commodities.

(2) "Confidential commercial or financial information" means any business information (other than trade secrets) which is exempt from the mandatory disclosure requirement of the Freedom of Information Act, 5 U.S.C. 552. Exemptions from mandatory disclosure which may be applicable to business information contained in proposals include exemption (4), which covers "commercial and financial information obtained from a person and privileged or confidential," and exemption (9), which covers "geological and geophysical information, including maps, concerning wells."

(b) If the offeror, or its subcontractor(s), believes that the proposal contains trade secrets or confidential commercial or financial information exempt from disclosure under the Freedom of Information Act, (5 U.S.C. 552), the cover page of each copy of the proposal shall be marked with the following legend:

"The information specifically identified on pages _____ of this proposal constitutes trade secrets or confidential commercial and financial information which the offeror believes to be exempt from disclosure under the Freedom of Information Act. The offeror requests that this information not be disclosed to the public, except as may be required by law. The offeror also

requests that this information not be used in whole or part by the government for any purpose other than to evaluate the proposal, except that if a contract is awarded to the offeror as a result of or in connection with the submission of the proposal, the Government shall have the right to use the information to the extent provided in the contract."

(c) The offeror shall also specifically identify trade secret information and confidential commercial and financial information on the pages of the proposal on which it appears and shall mark each such page with the following legend:

"This page contains trade secrets or confidential commercial and financial information which the offeror believes to be exempt from disclosure under the Freedom of Information Act and which is subject to the legend contained on the cover page of this proposal."

(d) Information in a proposal identified by an offeror as trade secret information or confidential commercial and financial information shall be used by the Government only for the purpose of evaluating the proposal, except that (i) if a contract is awarded to the offeror as a result of or in connection with submission of the proposal, the Government shall have the right to use the information as provided in the contract, and (ii) if the same information is obtained from another source without restriction it may be used without restriction.

(e) If a request under the Freedom of Information Act seeks access to information in a proposal identified as trade secret information or confidential commercial and financial information, full consideration will be given to the offeror's view that the information constitutes trade secrets or confidential commercial or financial information. The offeror will also be promptly notified of the request and given an opportunity to provide additional evidence and argument in support of its position, unless administratively unfeasible to do so. If it is determined that information claimed by the offeror to be trade secret information or confidential commercial or financial information is not exempt from disclosure under the Freedom of Information Act, the offeror will be notified of this determination prior to disclosure of the information.

(f) The Government assumes no liability for the disclosure or use of information contained in a proposal if not marked in accordance with paragraphs (b) and (c) of this provision. If a request under the Freedom of Information Act is made for information in a proposal not marked in accordance with paragraphs (b) and (c) of this provision, the offeror concerned shall be promptly notified of the request and given an opportunity to provide its position to the Government. However, failure of an offeror to mark information contained in a proposal as trade secret information or confidential commercial or financial information will be treated by the Government as evidence that the information is not exempt from disclosure under the Freedom of Information Act, absent a showing that the failure to mark was due to unusual or extenuating circumstances, such as a showing that the offeror had intended to mark, but that markings were omitted from the offeror's proposal due to clerical error.

(End of provision)

NBCM-ACQ-6920-0007 Required Provision for Services Contracts (Sep 2006)

This is a non-personal services contract, it is therefore, understood and agreed that the contractor and/or the contractor's employees shall: (1) perform the services specified herein as independent contractors, not as employees of the government; (2) be responsible for their own management and administration of the work required and bear sole responsibility for complying with any and all technical, schedule, or financial requirements or constraints attendant to the performance of this contract; (3) be free from supervision or control by any government employee with respect to the manner or method of performance of the services specified; and (4) pursuant to the government's right and obligation to inspect, accept or reject the work, comply with such general direction of the Contracting Officer; or the duly authorized representative as is necessary to ensure accomplishment of the contract objectives.

The contractor shall include this provision in all subcontracts for contractor support services under this contract.

FAR CLAUSES INCORPORATED BY REFERENCE

52.252-2 -- Clauses Incorporated by Reference. (Feb 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

FAR Clauses: www.arnet.gov/far or <http://farsite.hill.af.mil>

DIAR Clauses: www.doi.gov/pam/aindex.html

(End of Clause)

52.202-1 -- Definitions. (July 2004)

52.203-3 -- Gratuities. (Apr 1984)

52.203-12 -- Limitation on Payments to Influence Certain Federal Transactions. (Sep 2007)

52.204-4 -- Printed or Copied Double-Sided on Recycled Paper. (Aug 2000)

52.209-6 -- Protecting the Governments Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Sep 2006)

52.212-4 -- Contract Terms and Conditions -- Commercial Items. (Jun 2010)

52.212-4 -- Contract Terms and Conditions -- Commercial Items Alternate I (Oct 2008)

52.227-17 -- Rights in Data -- Special Works. (Dec 2007)

FAR CLAUSES INCORPORATED BY FULL TEXT

52.209-8 - Updates of Information Regarding Responsibility Matters (Apr 2010)

(a) The Contractor shall update the information in the Federal Awardee Performance and Integrity Information System (FAPIIS) on a semi-annual basis, throughout the life of the contract, by entering the required information in the Central Contractor Registration database at <http://www.ccr.gov> (see 52.204-7).

(b)

- (1) The Contractor will receive notification when the Government posts new information to the Contractor's record.
- (2) The Contractor will have an opportunity to post comments regarding information that has been posted by the Government. The comments will be retained as long as the associated information is retained, i.e., for a total period of 6 years. Contractor comments will remain a part of the record unless the contractor revises them.
- (3) With the exception of the Contractor, only Government personnel and authorized users performing business on behalf of the Government will be able to view the Contractor's record in the system. Public requests for system information will be handled under Freedom of Information Act procedures, including, where appropriate, procedures promulgated under E.O. 12600.

(End of clause)

52.212-5 -- Contract Terms and Conditions Required to Implement Statutes or Executive Orders -- Commercial Items (Jan 2011)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.222-50, Combating Trafficking in Persons (FEB 2009) (22 U.S.C. 7104(g)).

___ Alternate I (AUG 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(2) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).

(3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

[Contracting Officer check as appropriate.]

(1) 52.203-6, Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) (41 U.S.C. 253g and 10 U.S.C. 2402).

(2) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

___ (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (Jun 2010) (Section 1553 of Pub

L. 111-5) (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009).

X (4) 52.204-10, Reporting Executive compensation and First-Tier Subcontract Awards (Jul 2010) (Pub. L. 109-282) (31 U.S.C. 6101 note).

___ (5) 52.204-11, American Recovery and Reinvestment Act—Reporting Requirements (Jul 2010) (Pub. L. 111-5).

X (6) 52.209-6, Protecting the Government' Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (Dec 2010) (31 U.S.C. 6101 note). (Applies to contracts over \$30,000). (Not applicable to subcontracts for the acquisition of commercially available off-the-shelf items).

___ (7) 52.219-3, Notice of Total HUBZone Set-Aside or Sole-Source Award (Jan 2011) (15 U.S.C. 657a).

___ (8) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Jan 2011) (if the offeror elects to waive the preference, it shall so indicate in its offer)(15 U.S.C. 657a).

___ (9) [Reserved]

___ (10) (i) 52.219-6, Notice of Total Small Business Aside (June 2003) (15 U.S.C. 644).

___ (ii) Alternate I (Oct 1995) of 52.219-6.

___ (iii) Alternate II (Mar 2004) of 52.219-6.

___ (11) (i) 52.219-7, Notice of Partial Small Business Set-Aside (June 2003) (15 U.S.C. 644).

___ (ii) Alternate I (Oct 1995) of 52.219-7.

___ (iii) Alternate II (Mar 2004) of 52.219-7.

X (12) 52.219-8, Utilization of Small Business Concerns (Jan 2011) (15 U.S.C. 637(d)(2) and (3)).

X (13) (i) 52.219-9, Small Business Subcontracting Plan (Jan 2011) (15 U.S.C. 637 (d)(4).)

___ (ii) Alternate I (Oct 2001) of 52.219-9.

___ (iii) Alternate II (Oct 2001) of 52.219-9.

___ (iv) Alternate III (July 2010) of 52.219-9.

___ (14) 52.219-14, Limitations on Subcontracting (Dec 1996) (15 U.S.C. 637(a)(14)).

X (15) 52.219-16, Liquidated Damages—Subcontracting Plan (Jan 1999) (15 U.S.C. 637(d)(4)(F)(i)).

___ (16) (i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns (Oct 2008) (10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).

___ (ii) Alternate I (June 2003) of 52.219-23.

___ (17) 52.219-25, Small Disadvantaged Business Participation Program—Disadvantaged Status and Reporting (Apr 2008) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

___ (18) 52.219-26, Small Disadvantaged Business Participation Program—Incentive Subcontracting (Oct 2000) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

___ (19) 52.219-27, Notice of Total Service-Disabled Veteran-Owned Small Business Set-Aside (May 2004) (15 U.S.C. 657 f).

X (20) 52.219-28, Post Award Small Business Program Rerepresentation (Apr 2009) (15 U.S.C. 632(a)(2)).

X (21) 52.222-3, Convict Labor (June 2003) (E.O. 11755).

X (22) 52.222-19, Child Labor—Cooperation with Authorities and Remedies (Jul 2010) (E.O. 13126).

X (23) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).

X (24) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).

X (25) 52.222-35, Equal Opportunity for Veterans (Sep 2010) (38 U.S.C. 4212).

X (26) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).

X (27) 52.222-37, Employment Reports on Veterans (Sep 2010) (38 U.S.C. 4212).

X (28) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496).

X (29) 52.222-54, Employment Eligibility Verification (Jan 2009). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)

___ (30) (i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (May 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

___ (ii) Alternate I (May 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

___ (31) 52.223-15, Energy Efficiency in Energy-Consuming Products (Dec 2007) (42 U.S.C. 8259b).

___ (32) (i) 52.223-16, IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products (Dec 2007) (E.O. 13423).

___ (ii) Alternate I (Dec 2007) of 52.223-16.

X (33) 52.223-18, Contractor Policy to Ban Text Messaging while Driving (Sep 2010) (E.O. 13513).

___ (34) 52.225-1, Buy American Act--Supplies (Feb 2009) (41 U.S.C. 10a-10d).

___ (35) (i) 52.225-3, Buy American Act --Free Trade Agreements -- Israeli Trade Act (Jun 2009) (41 U.S.C. 10a-10d, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, Pub. L. 108-77, 108-78, 108-286, 108-301, 109-53, 109-169, 109-283, and 110-138).

___ (ii) Alternate I (Jan 2004) of 52.225-3.

___ (iii) Alternate II (Jan 2004) of 52.225-3.

___ (36) 52.225-5, Trade Agreements (Aug 2009) (19 U.S.C. 2501, *et seq.*, 19 U.S.C. 3301 note).

___ (37) 52.225-13, Restrictions on Certain Foreign Purchases (Jun 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).

___ (38) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (Nov 2007) (42 U.S.C. 5150).

___ (39) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) (42 U.S.C. 5150).

___ (40) 52.232-29, Terms for Financing of Purchases of Commercial Items (Feb 2002) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)).

___ (41) 52.232.30, Installment Payments for Commercial Items (Oct 1995) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)).

X (42) 52.232-33, Payment by Electronic Funds Transfer—Central Contractor Registration (Oct. 2003) (31 U.S.C. 3332).

___ (43) 52.232-34, Payment by Electronic Funds Transfer—Other Than Central Contractor Registration (May 1999) (31 U.S.C. 3332).

___ (44) 52.232-36, Payment by Third Party (Feb 2010) (31 U.S.C. 3332).

X (45) 52.239-1, Privacy or Security Safeguards (Aug 1996) (5 U.S.C. 552a).

___ (46) (i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx 1241(b) and 10 U.S.C. 2631).

___ (ii) Alternate I (Apr 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items:

[Contracting Officer check as appropriate.]

___ (1) 52.222-41, Service Contract Act of 1965 (Nov 2007) (41 U.S.C. 351, *et seq.*).

___ (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (May 1989) (29 U.S.C. 206 and 41 U.S.C. 351, *et seq.*).

___ (3) 52.222-43, Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Multiple Year and Option Contracts) (Sep 2009) (29 U.S.C.206 and 41 U.S.C. 351, *et seq.*).

___ (4) 52.222-44, Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Sep 2009) (29 U.S.C. 206 and 41 U.S.C. 351, *et seq.*).

___ (5) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment--Requirements (Nov 2007) (41 U.S.C. 351, *et seq.*).

___ (6) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services--Requirements (Feb 2009) (41 U.S.C. 351, *et seq.*).

___ (7) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations. (Mar 2009) (Pub. L. 110-247).

___ (8) 52.237-11, Accepting and Dispensing of \$1 Coin (Sep 2008) (31 U.S.C. 5112(p)(1)).

(d) *Comptroller General Examination of Record* The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records -- Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that

the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)

(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

(ii) 52.219-8, Utilization of Small Business Concerns (Dec 2010) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iii) [Reserved]

(iv) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).

(v) 52.222-35, Equal Opportunity for Veterans (Sep 2010) (38 U.S.C. 4212).

(vi) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).

(vii) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(viii) 52.222-41, Service Contract Act of 1965, (Nov 2007), (41 U.S.C. 351, *et seq.*)

(ix) 52.222-50, Combating Trafficking in Persons (Feb 2009) (22 U.S.C. 7104(g)).

___ Alternate I (Aug 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(x) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment--Requirements (Nov 2007) (41 U.S.C. 351, *et seq.*)

(xi) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services--Requirements (Feb 2009) (41 U.S.C. 351, *et seq.*)

(xii) 52.222-54, Employment Eligibility Verification (Jan 2009).

(xiii) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations. (Mar 2009) (Pub. L. 110-247). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xiv) 52.247-64, Preference for Privately-Owned U.S. Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of Clause)

52.217-8 -- Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days before the end of the period of performance.

(End of Clause)

52.217-9 -- Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days; provided that the Government gives the Contractor a preliminary written notice of its intent no later than 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years and 6months.

(End of Clause)

Optional Tasks

The Government may require performance of any optional task listed in this SOO by written notice to the Contractor within 7 days provided the Government gives the Contractor a preliminary written notice of its intent to exercise these optional tasks at least 15 days before performance of this task is required. The preliminary notice does not commit the Government to exercise these optional tasks.

AQD Herndon Clause - Use of Options and Optional CLINS

This award contains optional contract line items and/or optional periods of performance, which will be listed on the award document as "\$0.01" CLINS due to financial system limitations. These CLINS are to be considered unfunded and optional until exercised through contract modification in accordance with the award's terms and conditions.

Post Award Evaluation of Contractor Performance

Contractor Performance Evaluations

Interim and final evaluations of Contractor performance will be prepared on this effort in accordance with FAR Subpart 42.1500. A final performance evaluation will be prepared, by the COTR, at the time of completion of work. In addition to the final evaluation, interim evaluations will be prepared by the COTR annually to coincide with the anniversary date of this effort.

Interim and final evaluations will be provided to the Contractor as soon as practicable after completion of the evaluation. The Contractor will be permitted thirty (30) days to review the document and to submit additional information or a rebutting statement. Any disagreement between the parties regarding an evaluation will be referred to an individual one level above the CO, whose decision will be final.

Copies of the evaluations, Contractor responses, and review comments, if any, will be retained as part of the contract file and may be used to support future award decisions.

Electronic Access to Contractor Performance Evaluations

Electronic Access to Contractor Performance Evaluations

Contractors may access evaluations through a secure website for review and comment by completing the registration form that can be obtained at the following address:

<http://www.cpars.csd.disa.mil/cparsmain.htm> The registration process requires the Contractor to identify an individual who will serve as a primary contact and who will be authorized access to the evaluation for review and comment. In addition, the Contractor will be required to identify an alternate contact that will be responsible for notifying the contracting official in the event the primary contact is unavailable to process the evaluation within the required thirty (30) day time frame.

Dissemination of Information

There shall be no dissemination or publication, except within and between the Contractor and any subcontractors, of information developed under this contract or contained in the reports to be furnished pursuant to this effort without prior written approval from the Contracting Officer.

Disclosure of Information

Information made available to the contractor by the Government for the performance or administration of this effort shall be used only for those purposes and shall not be used in any other way without the written agreement of the Contracting Officer.

The contractor agrees to assume responsibility for protecting the confidentiality of Government records, which are not public information. Each contractor or employee of the contractor to whom information may be made available or disclosed shall be notified in writing by the contractor that such information may be disclosed only for a purpose and to the extent authorized herein.

PP05-05 GovPay E-Invoicing

All payment requests must be submitted electronically through GovPay. "Payment request" means any request for contract financing payment or invoice payment by a contractor. To constitute a proper invoice, the GovPay payment request must conform to the requirements identified in FAR 32.905(b), "Payment Documentation and Process" and FAR 52.232-25, "Prompt Payment (OCT 2003)". To ensure the timely processing of invoices GovPay uses an automated "workflow" process to route invoices for review, approvals and payment; as required by the "Prompt Payment Act".

Detailed GovPay information for use of GovPay may be obtained on the Internet at www.govpay.gov. This web site includes user manuals, training resources, instructions for registration and contact information for the GovPay help desk for additional support. All users can access reports on the status of their invoices.

Supporting documentation shall be attached to the GovPay invoice in the form of "flat files" in American Standard Code for Information Interchange (ASCII) and an Adobe PDF file. There is a 4MB limitation on file size for these attachments, per header or line item. Facsimile, e-mail, and scanned documents are NOT acceptable electronic forms for payment requests.

Invoices shall include, as a minimum, the following information:

For the Fixed Priced Items shall have the following:

- Contractor name
- Contractor address
- Contract No.
- Purpose of the Invoice
- Billing Period for the services performed

Description of deliverable
Price of deliverable

For invoicing, the Time and Material line item(s) shall include the information listed above, plus the additional items as shown below:

Productive Direct Labor Hours
Labor Category
Hourly Rate
Copy of individual's timesheet(s)
Travel Expenses (if applicable)

All travel shall be approved by the COTR prior to commencement of travel. Travel expense will be reimbursed to the contractor in accordance with the Federal Travel Regulation upon submission of proper documentation with the contractor's invoice. Documentation shall include a travel expense report containing the following items at a minimum: inclusive dates of travel, location of travel, name of traveler(s), and a list of expenses. Receipts are required for hotel (regardless of amount) and any single expenditure exceeding \$75.00.

Payment of invoices is subject to receipt of each Monthly Report by the COTR. Invoices will be paid upon approval and acceptance by the Government COTR and CO.

The Contractor shall submit all invoices to www.govpay.gov in accordance with the instructions provided in the contract.

GovPay uses the contractor information in the Central Contractor Registration (CCR) database as one of the components for validating contractor registration. It is the responsibility of the contractor to submit accurate and current CCR information. Failure to register and maintain CCR information, or if it has expired, been suspended, been deleted, or could not be found, will result in rejection of your invoice. An invoice submitted during the period for which information in the CCR could not be verified must be resubmitted for payment after successfully registering or updating registration in CCR. Contractors are encouraged to review their CCR information to ensure the most current information is available for GovPay.

The CCR Assistance Center is available to provide assistance and answer questions. They can be reached at 1-888-227-2423 or on the web at <http://www.ccr.gov>.

Department of Interior Regulation (DIAR) CLAUSE INCORPORATED BY REFERENCE

1435.204-70 Release of Claims – DOI (JULY 1996)

Department of Interior Regulation (DIAR) CLAUSE INCORPORATED BY FULL TEXT

1452-201-70 Authorities and Delegations (MAY 2010)

a) The Contracting Officer is the only individual authorized to enter into or terminate this contract, modify any term or condition of this contract, waive any requirement of this contract, or accept nonconforming work.

(b) The Contracting Officer will designate a Contracting Officer's Representative (COR) at time of award. The COR will be responsible for technical monitoring of the contractor's performance and deliveries. The COR will be appointed in writing, and a copy of the appointment will be furnished to the Contractor. Changes to this delegation will be made by written changes to the existing appointment or by issuance of a new appointment.

The COR for this contract will be: delegated at time of award.

(c) The COR is not authorized to perform, formally or informally, any of the following actions:

(1) Promise, award, agree to award, or execute any contract, contract modification, or notice of intent that changes or may change this contract;

(2) Waive or agree to modification of the delivery schedule;

(3) Make any final decision on any contract matter subject to the Disputes Clause;

(4) Terminate, for any reason, the Contractor's right to proceed;

(5) Obligate in any way, the payment of money by the Government.

(d) The Contractor shall comply with the written or oral direction of the Contracting Officer or authorized representative(s) acting within the scope and authority of the appointment memorandum. The Contractor need not proceed with direction that it considers to have been issued without proper authority. The Contractor shall notify the Contracting Officer in writing, with as much detail as possible, when the COR has taken an action or has issued direction (written or oral) that the Contractor considers to exceed the COR's appointment, within 3 days of the occurrence. Unless otherwise provided in this contract, the Contractor assumes all costs, risks, liabilities, and consequences of performing any work it is directed to perform that falls within any of the categories defined in paragraph (c) prior to receipt of the Contracting Officer's response issued under paragraph (e) of this clause.

(e) The Contracting Officer shall respond in writing within 30 days to any notice made under paragraph (d) of this clause. A failure of the parties to agree upon the nature of a direction, or upon the contract action to be taken with respect thereto, shall be subject to the provisions of the Disputes clause of this contract.

(f) The Contractor shall provide copies of all correspondence to the Contracting Officer and the COR.

(g) Any action(s) taken by the Contractor, in response to any direction given by any person acting on behalf of the Government or any Government official other than the Contracting Officer or the COR acting within his or her appointment, shall be at the Contractor's risk.

(End of notice)

Statement of Objectives

Financial Management System (FMS) Production, Annual Close, and Material Weakness Remediation Support

BACKGROUND

The VA is the second largest employer of the Cabinet level Departments, employing over 225,000 employees. Its mission includes meeting the benefit, medical, and burial needs of the nation's veterans, as well as acting as a backup to the Department of Defense (DOD), and a Federal Support Organization during national emergencies. The VA operates networks that include over 1000 healthcare facilities comprised of hospitals, clinics, nursing homes and domiciliary, 120 National Cemeteries, and 58 Regional Offices that administer compensation, pension, education, insurance and loan guaranty programs. VA currently utilizes a customized version of American Management Systems (AMS) Federal Financial System (FFS) as its core Financial Management System (FMS). FMS records varying levels of financial information associated with the operations of the Veterans Health Administration (VHA), Veterans Benefits Administration (VBA) and National Cemetery Administration (NCA) and VA Staff Offices.

PURPOSE

This Statement of Objectives (SOO) addresses the continued support requirements of FMS. In addition to regular production support and troubleshooting, this SOO also covers support and technical advice for the Financial Management Annual Close Process. The SOO also includes objectives that will result in the remediation of material weaknesses related to VA's financial statement generation, and the inability to fully reconcile all FMS interfaces.

PROGRAM OBJECTIVES

This effort consists of five distinct tasks listed below:

Task 1: FMS Production Support

Task 2: FMS Annual Close Support

Task 3: Management Information Exchange (MINX) Support

Task 4: Financial Reconciliation Data Warehouse (FRDW) Support

Optional Task 5: FMS Baseline Modification

Task 6: Travel

Task 1: FMS Production Support

3.1.1. The contractor shall support the VA's FMS and Corporate Data Center Operation (CDCO) staff in the maintenance and enhancement of the FMS package. The contractor shall define their system design, development and management methodology for FMS production support. Additionally, the contractor shall define the processes they will execute to assist VA with:

3.1.1.1 Management and processes for problem capture, analysis and resolution

3.1.1.2 Manage and maintain IBM System z Job Control Language

3.1.1.3 External and internal file builds

3.1.1.4 SAS reports and queries

- 3.1.2. The contractor shall provide day-to-day technical guidance on the production FMS environment including:
 - 3.1.2.1 Monitoring the production system job scheduling, output, backup and restore processes during the normal eight-hour working period.
 - 3.1.2.2 Resolving abnormal operating events that occur after the normal work period. VA will provide the contractor with the software required for remote support. The contractor is responsible for providing their desktop/laptop computers for offsite use.
 - 3.1.2.3 Managing software releases
 - 3.1.2.4 Change Management
 - 3.1.2.5 Communicating with VA
 - 3.1.2.6 Managing outbound and inbound interfaces
 - 3.1.2.7 Documentation management

- 3.1.3. The contractor shall define their approach to providing development and maintenance assistance to VA developers related to:
 - 3.1.3.1 FMS interfaces and system integration services
 - 3.1.3.2 FMS configuration settings including tables, system and network
 - 3.1.3.3 FMS data standards, methods and procedures related to conversionCurrently, FMS processes over 70 inbound and/or outbound interfaces.

- 3.1.4. The contractor shall define how it will apply best practices and quality management to the Financial Services Center (FSC) and other FMS users in providing:
 - 3.1.4.1 Business and technical requirements management
 - 3.1.4.2 Software life cycle management
 - 3.1.4.3 Functional analysis and problem solving

- 3.1.5. The contractor shall define their approach to performing the following tasks that assist the CDCO and other project staff.
 - 3.1.5.1 Capacity planning
 - 3.1.5.2 System performance improvements
 - 3.1.5.3 Fine-tuning FMS on-line and batch processing cycles

- 3.1.6. The contractor shall define their approach to provide end user and operations staff FMS training. Training shall cover all features and capabilities of FMS. The VA will purchase an Oracle software training tool called the User Productivity Kit (UPK). The contractor shall develop FMS training modules and documentation using the UPK.

The production FMS software architecture includes:

- IBM System z JCL
- IBM System z TSO and ISPF
- IBM System z CICS
- COBOL
- CA-7
- SAS
- Hyperion
- Informatica Power Center
- Oracle
- Unix

The CDCO is responsible for all hardware and system software installation, system updates and configuration management, operation, and support. A section of the CDCO is located in Austin, Texas. Offerors must travel to Austin, Texas and other designated sites within the Washington DC metropolitan area for contract performance and participates in VA conferences and meetings when directed.

Task 2: FMS Annual Close Support

The contractor shall provide FMS support to the annual financial close team. This team is consisted of: VA Office of Financial Systems (OFS) accountants and technical personnel, CDCO technical personnel and Austin Financial Service Center (FSC) accountants. Under the guidance of the FSC and the OFS, the contractor shall define their approach to provide support for the annual close including:

- 3.2.1 Generating annual close requirements
- 3.2.2 Identifying, tracking and reporting annual close issues
- 3.2.3 Recommending and implementing annual close solutions through automated processes

The contractor shall also provide available technical documentation and assist the VA with testing and CA-7 scheduling of batch processes in support of the annual close.

The annual close team is formed in April and conducts a series of conference calls to prepare for a two week mock closing event in August, in which the closing process is performed in a test environment to prepare for annual close. Annual close begins late September and continues until the process is complete (normally 4 - 5 days). Travel to Austin, Texas shall be required in the support of the FMS Mock and Annual Close (estimated travel 3 weeks).

Task 3: Management Information Exchange (MINX) Support

The contractor shall provide a full range of activities (including design, development, testing, integration, and operations support) to the VA' s effort to address the material weaknesses related to financial reporting which has been repeatedly noted in FMS annual audits. The VA transitioned from a lengthy manual process to produce quarterly and annual financial reports from FMS to an automated, repeatable process using a COTS based software tool. The VA

implemented Hyperion Financial Management software that produces quarterly and annual consolidated financial statements. This effort includes operational support that is covered in Task 1 (FMS Production Support). The contractor shall define their approach to provide support for the MINX including:

- 3.3.1. Expert knowledge of Oracle Hyperion Financial Management (HFM) software, a comprehensive Web-based Enterprise Performance Management application that delivers financial consolidation, reporting, and analysis in a single, highly scalable software solution
- 3.3.2. The ability to support and train 100 users at the CDCO located in Austin, Texas and other designated sites within the Washington DC metropolitan area. The VA will utilize an Oracle software training tool called the User Productivity Kit (UPK) to assist with training individuals. Training shall include creating VA specific training modules and documentation on how to utilize and retrieve information from HFM.
- 3.3.3. Problem solving skills to resolve questions and issues related to connection and financial reporting.
- 3.3.4. Setting up a fiscal year application within HFM
- 3.3.5. Directory Service implementation, deployment, maintenance and product upgrades
- 3.3.6. Optimize and maintain deployed HFM software on both server and desktop environments. The VA deploys the SmartView Software – a Microsoft Excel plug in on individual desktops to query data in HFM.
- 3.3.7. Systems Configuration Management systems
- 3.3.8. Ability to assist with Disaster Recovery Planning and Implementation for all systems deployed and implemented over the contract lifecycle.

Task 4: Financial Reconciliation Data Warehouse (FRDW) Support

FRDW is VA's solution to address the material weaknesses related to the inability to reconcile FMS interface data with source records. FRDW implemented the Informatica Power Center as the Extract, Transformation, and Load (ETL) tool to assist in the reconciliation of summarized FMS data back to source documents. The contractor shall:

- 3.4.1. Provide support for the FRDW to include task such as managing the Informatica software tool, managing the automated extracts from FMS and other financial systems
- 3.4.2. Provide technical assistance for Informatica software installs, access control (security), table maintenance and tool configuration
- 3.4.3. Provide Help Desk support and report creation and generation expertise to the FRDW user community.
- 3.4.4. Develop an online training module using the Oracle User Productivity Kit (UPK) tool that instructs users on how to use the features and capabilities of the FRDW. Training shall include documentation.

- 3.4.5. Monitor the daily production jobs and provide troubleshooting and resolution to abnormal operating events

Optional Task 5: FMS Baseline Modification

In order to meet legislative and financial operational mandates, the VA has determined there is a high probability that during the course of the contract, it will be necessary to add additional FMS business functionality through technical enhancements, system add-ons, and incremental modular system modifications and FMS component enhancements. These new and/or modified business functions may require operational, procedural and system changes, and FMS system reengineering that will modify the FMS baseline. Should this be necessary, VA intends to examine each potential change for feasibility, operational impact, and estimated cost. To address this task, the contractor shall be prepared to conceptualize, design, develop, engineer, and implement structured IT/ Information System (IS) support services ranging from software package installations to full scale modular system capability enhancements and FMS component re-engineering.

The contractor shall define a service based methodology and management framework that enables their organization to specifically address the need to:

- (1) Provide a broad range of analytical knowledge, skills, and abilities,
- (2) Institute a flexible and dynamic system engineering methodology, and
- (3) Manage a broad spectrum of IT, information systems (IS), and communication system functions, processing activities, and system support services and tasks.

The service based management methodology and engineering framework shall be based on implementing and integrating a broad based, high level effective services

All of the individual IT/IS service packages developed under these three categories shall be constructed and configured to fully implement and provide all current and future FMS business functionality. Future IT/IS support services shall be engineered, implemented and documented by the contractor using their service based management methodology and approved by the VA OIT. This work includes reviewing, assessing, and recommending systems and tools to incorporate a service-oriented architecture for FMS.

Projects included in this task will be defined by User/Customer business cases and documented through the VA OIT PMAS process using a variety of development approaches. The contractor, VA OIT, User/Customer Advocate, and other stakeholders, to include VA infrastructure and interfacing managers, shall jointly plan, develop, initiate, and implement these projects using the most efficient and effective methodology, Federal and VA approved management approaches.

Task 6: Travel

The Contractor will be reimbursed for travel to provide support at a Government site or other site as may be specified and approved by the COTR under this effort. All travel shall be approved and documented, by the COTR, prior to commencement of travel arrangements. The Contractor shall be reimbursed for actual allowable, allocable, and reasonable travel costs incurred during

performance of this effort in accordance with the Federal Travel Regulations currently in effect on date of travel. When submitting invoices for payment pertaining to travel, the Contractor shall be required to provide receipts for any item in excess of \$75.00 and any receipt no matter the amount pertaining to lodging costs.

PLACE OF PERFORMANCE

Department of Veterans Affairs
 810 Vermont Ave. N.W.
 Washington, DC 20420

The contractor may be required to travel to VA’s Austin Information Technology Center, located in Austin, Texas and to Veterans Affairs Central Office (VACO) campus’ within the Washington DC Metropolitan area including Tech World, Silver Spring and Frederick, Maryland VACO sites and other locations (as necessary); in association with performing VA FMS and related system functions.

PERIOD OF PERFORMANCE

This statement of objectives covers tasks to be performed from date of award for a base period of twelve (12) months and four (4) one (1) year option periods.

REPORTS

The contractor shall provide deliverables based on this Delivery Schedule table below with these acceptance criteria.

If for any reason the scheduled time for a report cannot be met, the contractor shall explain why (include the original deliverable due date) in writing to the COTR, including a firm commitment of when the deliverable shall be met. This notice to the COTR shall cite the reasons for the delay, and the impact on the overall project.

Deliverables shall be compatible with MS Office 2003 or higher version.

Deliverable Schedule			
No.	Item	Quantity	Delivery Date
1	Monthly Status Report to include information such as: <ul style="list-style-type: none"> • Project records • Data fix memos • Software Change Request • Software Requirements • Design Specifications • Test results • Software Release notes • Configuration management updates 	1 Electronic;	No later than the 10 th work day of the month

Deliverable Schedule			
No.	Item	Quantity	Delivery Date
2	Mock and Annual Close Report	1 Electronic;	Within 10 work days after mock close; 10 work days after the annual close
3	Hyperion Financial Management User and Quick Reference Guide	1 Electronic;	To be determined

TYPE OF CONTRACT

This contract will be awarded as a combination of Firm Fixed Priced (FFP), Time and Materials (T&M) and Cost Reimbursable as follows:

- Tasks One through Four will be on a Firm Fixed Priced basis
- Optional Task Five will be on a Time and Materials basis
- Task Six (Travel) will be on a Cost Reimbursable basis

SECURITY

Information System Security

The contractor shall ensure adequate LAN/Internet, data, information, and system security in accordance with VA standard operating procedures and standard contract language, conditions laws, and regulations. The contractor's firewall and web server shall meet or exceed the government minimum requirements for security. All government data shall be protected behind an approved firewall. Any security violations or attempted violations shall be reported to the VA project manager and VA Information Security Officer as soon as possible. The contractor shall follow all applicable VA policies and procedures governing information security, especially those that pertain to certification accreditation. Reference the VA Security Handbook; 6500.6 effective March 12, 2010. VA Handbook 6500.6 available at:

http://www1.va.gov/vapubs/viewPublication.asp?Pub_ID=471&FType=2

Security Training

All contractor employees and subcontractors under this contract or order are required to complete the VA's on-line Security Awareness Training Course and the Privacy Awareness Training Course annually; any other mandatory training related to VA's assurance of secure data and maintenance of data integrity. Contractors must provide signed certifications of completion to the COTR and CO during each year of the contract. This requirement is in addition to any other training that may be required of the contractor and subcontractor(s).

Contractor Personnel Security

All contractor employees who require access to the Department of Veterans Affairs' computer systems shall be the subject of a background investigation and must receive a favorable adjudication from the VA Security and Investigations Center (07C). This requirement is applicable to all subcontractor personnel requiring the same access. If the security clearance investigation is not completed prior to the start date of the contract, the employee may work on the contract while the security clearance is being processed, but the contractor will be responsible for the actions of those individuals in performing work for the VA.

Background Investigation

The position sensitivity for this effort has been designated as Moderate Risk and the level of background investigation is a minimal background check. Background investigations from investigating agencies other than OPM are permitted if the agencies possess an OPM and Defense Security Service certification. The Vendor Cage Code number must be provided to the Security and Investigations Center (07C), which will verify the information and advise the contracting officer whether access to the computer systems can be authorized.

Contractor Responsibilities

- a) The contractor shall prescreen all personnel requiring access to the computer systems to ensure they maintain a U.S. citizenship and are able to read, write, speak and understand the English language.
- b) After contract award and prior to contract performance, the contractor shall provide the following information to the COTR:
 - 1) List of names of contractor personnel.
 - 2) Social Security Number of contractor personnel.
 - 3) Home address of contractor personnel or the contractor's address.
- c) The contractor, when notified of an unfavorable determination by the Government, shall remove the employee from the contract and from consideration for future work under the contract.
- d) Failure to comply with the contractor personnel security requirements may result in termination of the contract for default.

Government Responsibilities

- a) The VA Security and Investigations Center (07C) will provide the necessary forms to the contractor or to the contractor's employees after receiving a list of names and addresses.
- b) Upon receipt, the VA Security and Investigations Center (07C) will review the completed forms for accuracy and forward the forms to OPM to conduct the background investigation.
- c) The VA facility will pay for investigations conducted by the OPM in advance. In these instances, the contractor will reimburse the VA facility within 30 days.
- d) The VA Security and Investigations Center (07C) will notify the contracting officer and contractor after adjudicating the results of the background investigations received from OPM.

Electronic and Information Technology Standards

Internet/Intranet

The contractor shall comply with Department of Veterans Affairs (VA) Directive 6102 and VA Handbook 6102 (Internet/Intranet Services).

VA Directive 6102 sets forth policies and responsibilities for the planning, design, maintenance support, and any other functions related to the administration of a VA Internet/Intranet Service Site or related service (hereinafter referred to as Internet). This directive applies to all organizational elements in the Department. This policy applies to all individuals designing and/or maintaining VA Internet Service Sites; including but not limited to full time and part time employees, contractors, interns, and volunteers. This policy applies to all VA Internet/Intranet domains and servers that utilize VA resources. This includes but is not limited to va.gov and other extensions such as, “.com, .edu, .mil, .net, .org,” and personal Internet service pages managed from individual workstations.

VA Handbook 6102 establishes Department-wide procedures for managing, maintaining, establishing, and presenting VA Internet/Intranet Service Sites or related services (hereafter referred to as “Internet”). The handbook implements the policies contained in VA Directive 6102, Internet/Intranet Services. This includes, but is not limited to, File Transfer Protocol (FTP), Hypertext Markup Language (HTML), Simple Mail Transfer Protocol (SMTP), Web pages, Active Server Pages (ASP), e-mail forums, and list servers.

VA Directive 6102 and VA Handbook 6102 are available at:

http://www1.va.gov/vapubs/viewPublication.asp?Pub_ID=409&FTType=2

http://www1.va.gov/vapubs/viewPublication.asp?Pub_ID=410&FTType=2

In addition, any technologies that enable a Network Delivered Application (NDA) to access or modify resources of the local machine that are outside of the browser's “sand box” are strictly prohibited. Specifically, this prohibition includes signed-applets or any ActiveX controls delivered through a browser's session. ActiveX is expressly forbidden within the VA while .NET is allowed only when granted a waiver by the VA CIO *PRIOR* to use.

JavaScript is the preferred language standard for developing relatively simple interactions (i.e., forms validation, interactive menus, etc.) and Applets (J2SE APIs and Java Language) for complex network delivered applications.

Confidentiality and Nondisclosure

It is agreed that:

- a) The preliminary and final deliverables and all associated working papers, application source code, and other material deemed relevant by the VA which has been generated by the contractor in the performance of this task order are the exclusive property of the U.S. Government and shall be submitted to the COTR at the conclusion of the task order.

b) The COTR or the CO will be the authorized officials to release verbally or in writing, any data, the draft deliverables, the final deliverables, or any other written or printed materials pertaining to this task order. No information shall be released by the contractor. Any request for information relating to this task order presented to the contractor shall be submitted to the COTR and the CO for response.

c) Press releases, marketing material or any other printed or electronic documentation related to this project, shall not be publicized without the written approval of the CO.