

AWARD/CONTRACT		1. THIS CONTRACT IS A RATED ORDER U <input type="checkbox"/> R DPAS (15 CFR 350)	Rating	Page of Pages 1 5
2. CONTRACT (Proc. inst. ident.) NO. M08PC14501	3. EFFECTIVE DATE 11/02/2007		4. REQUISITION/PURCHASE REQUEST PROJECT NO.	
5. ISSUED BY Minerals Management Service, Procurement Branch, WASC P.O. Box 25165, MS 2730 Denver Federal Center Denver, CO 80225-	CODE 00002	6. ADMINISTERED BY (If other than Item 5) CODE		

7. NAME AND ADDRESS OF CONTRACTOR (No., street, city, county, State and ZIP Code) Accenture, LLP 11951 Freedom Dr. Reston, VA 20190-	8. DELIVERY <input type="checkbox"/> FOB Origin <input checked="" type="checkbox"/> Other (See below)
	9. DISCOUNT FOR PROMPT PAYMENT 10 days % 20 days % 30 days % days %
	10. SUBMIT INVOICES (4 Copies unless other - wise specified) To THE ADDRESS SHOWN IN: ITEM 12

CODE *	FACILITY CODE	11. SHIP TO/MARK FOR Steve Spizale Information Technology Center, MRM Minerals Management Service Building 85-A, DFC MS 340A1 6th Avenue & Kipling Denver, CO 80225-	12. PAYMENT WILL BE MADE BY Minerals Management Service, Finance Division 381 Elden Street, MS 2310 Herndon, VA 20170-4817
--------	---------------	--	---

13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c) () <input type="checkbox"/> 41 U.S.C. 253(c) ()	14. ACCOUNTING AND APPROPRIATION DATA - - - MMR3400 - 00 - - M12PS0000 - IME000 - - - - -
---	--

15A. ITEM NO.	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
SEE LINE ITEM DETAIL					

15G. TOTAL AMOUNT OF CONTRACT	0.00
-------------------------------	------

16. TABLE OF CONTENTS							
()	SEC	DESCRIPTION	PAGE(S)	()	SEC	DESCRIPTION	PAGE(S)
PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES			
X	A	SOLICITATION CONTRACT FORM	1-4	X	I	CONTRACT CLAUSES	11-15
X	B	SUPPLIES OR SERVICES AND PRICES/COSTS	B1-B4	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.			
X	C	DESCRIPTION/SPECS/WORK STATEMENT	C1-C7	X	J	LIST OF ATTACHMENTS	J1
X	D	PACKAGING AND MARKING	D1	PART IV - REPRESENTATIONS AND INSTRUCTIONS			
X	E	INSPECTION AND ACCEPTANCE	E1	K	REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS		
X	F	DELIVERIES AND PERFORMANCE	F1				
X	G	CONTRACT ADMINISTRATION DATA	G1	L	INSTRS., CONDS., AND NOTICES TO OFFERORS		
X	H	SPECIAL CONTRACT REQUIREMENTS	H1-H9	M	EVALUATION FACTORS FOR AWARD		

CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE

17. <input type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return _____ copies to issuing office) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as attached or incorporated by reference herein. (Attachments are listed herein.)	18. <input checked="" type="checkbox"/> AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number <u>M07PS14501/0009</u> including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.
--	---

19A. NAME AND TITLE OF SIGNER (Type or print)	20A. NAME OF CONTRACTING OFFICER Beverly Sechrest
19B. NAME OF CONTRACTOR By _____ (Signature of person authorized to sign)	20B. UNITED STATES OF AMERICA By <u>Beverly C. Sechrest</u> (Signature of Contracting Officer)
19C. DATE SIGNED	20C. DATE SIGNED 11/02/2007

Line Item Summary	Document Number M08PC14501	Title MRMSS	Page 2 of 5
--------------------------	-------------------------------	----------------	----------------

Total Funding: \$0.00

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
		MMR3400	00			M12PS0000	IME000				
Division	Closed FYs	Cancelled Fund									

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

This is an IDIQ type contract, funds are not obligated on the contract award document. All funding will be obligated by the issuance of task/delivery orders. See Section J for a detailed estimate of the total contract value. PR#: 8-3400-0001

0001	Base Year	0001	09/30/2008	0.00		\$0.00	\$ 0.00
			(12/01/2007 to 09/30/2008)				

Includes Transition Period, 1 Year Operations & Support, Possible development/enhancement task orders. See Section B

Funding Information:
 - - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - -
 \$0.00

0002	Option Year 1	0002	09/30/2009	0.00		\$0.00	\$ 0.00
			(10/01/2008 to 09/30/2009)				OPTION PERIOD

1 Year Operations & Support. Possible development/enhancement task orders. See Section B

Funding Information:
 - - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - -
 \$0.00

0003	Option Year 2	0003	09/30/2010	0.00		\$0.00	\$ 0.00
			(10/01/2009 to 09/30/2010)				OPTION PERIOD

1 Year Operations & Support. Possible development/enhancement task orders. See Section B

Funding Information:
 - - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - -
 \$0.00

Line Item Summary	Document Number M08PC14501	Title MRMSS	Page 3 of 5
--------------------------	-------------------------------	----------------	----------------

Total Funding: \$0.00

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
		MMR3400	00			M12PS0000	IME000				
Division	Closed FYs	Cancelled Fund									

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

0004	Option Year 3	0004	09/30/2010 (10/01/2010 to 09/30/2011)	0.00		\$0.00	\$ 0.00 OPTION PERIOD
------	---------------	------	--	------	--	--------	--------------------------

2 Years Operations & Support. Possible development/enhancement task orders.
See Section B

Funding Information:

- - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - - - - -

\$0.00

0005	Option Year 4	0005	06/30/2011 (10/01/2011 to 09/30/2012)	0.00		\$0.00	\$ 0.00 OPTION PERIOD
------	---------------	------	--	------	--	--------	--------------------------

1 Year Operations & Support. Possible development/enhancement task orders.
See Section B

Funding Information:

- - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - - - - -

\$0.00

0006	Option Year 5	0006	09/30/2012 (10/01/2012 to 09/30/2013)	0.00		\$0.00	\$ 0.00 OPTION PERIOD
------	---------------	------	--	------	--	--------	--------------------------

1 Year Operations & Support. Possible development/enhancement task orders.
See Section B

Funding Information:

- - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - - - - -

\$0.00

Line Item Summary	Document Number M08PC14501	Title MRMSS	Page 4 of 5
--------------------------	-------------------------------	----------------	----------------

Total Funding:		\$0.00									
FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
		MMR3400	00			M12PS0000	IME000				
Division	Closed FYs		Cancelled Fund								

Line Item Number	Description	CLIN Ref	Delivery Date (Start Date to End Date)	Quantity	Unit of Issue	Unit Price	Total Cost (Includes Discounts)
0007	Option Year 6	0007	09/30/2014	0.00		\$0.00	\$ 0.00
			(10/01/2013 to 09/30/2014)				OPTION PERIOD
	1 Year Operations & Support. Possible development/enhancement task orders. See Section B						
Funding Information: - - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - -							
\$0.00							
0008	Option Year 7	0008	09/30/2015	0.00		\$0.00	\$ 0.00
			(10/01/2014 to 09/30/2015)				OPTION PERIOD
	1 Year Operations & Support. Possible development/enhancement task orders. See Section B						
Funding Information: - - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - -							
\$0.00							
0009	Option Year 8	0009	09/30/2016	0.00		\$0.00	\$ 0.00
			(10/01/2015 to 09/30/2016)				OPTION PERIOD
	1 Year Operations & Support. Possible development/enhancement task orders. See Section B						
Funding Information: - - - MMR3400 - 00 - - - M12PS0000 - IME000 - - - - -							
\$0.00							

Line Item Summary	Document Number M08PC14501	Title MRMSS	Page 5 of 5
--------------------------	-------------------------------	----------------	----------------

Total Funding: \$0.00

FYs	Fund	Budget Org	Sub	Object Class	Sub	Program	Cost Org	Sub	Proj/Job No.	Sub	Reporting Category
		MMR3400	00			M12PS0000	IME000				
Division	Closed FYs	Cancelled Fund									

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

0010	Option Year 9	0010	09/30/2017 (10/01/2016 to 09/30/2017)	0.00		\$0.00	\$ 0.00 OPTION PERIOD
	1 Year Operations & Support. Possible development/enhancement task orders. See Section B						

Total Cost: \$0.00

Proposal Volume I, Volume II Tabs 1-8, Volume III, Volume IV, Volume V dated April 15, 2007, Revised Proposal dated July 18, 2007, and Final Revised Proposal dated August 1, 2007 are hereby incorporated by reference.



M08PC14501



ATTACHMENT C

7 QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)

MRM requires the ability to easily monitor performance of the MRMS and enforce Service Provider accountability. Accenture's QASP provides an effective framework for the management and oversight of your Operations and Support (O&S) program. We back the QASP with an incentive plan that demonstrates our commitment to providing MRM quality service.

Accenture's QASP provides performance visibility and accountability

- 5 new SLA's and increased AQL on 12 others
- Our QASP is tied to meeting all SLAs
- 3 additional business measures to align our performance with MRM's business imperatives
- A performance incentive plan with compensatory labor hours for failure to achieve SLAs
- Automated tools to survey performance and report results

8 MRM 089

Our QASP focuses on performance against Service Level Agreement (SLA) metrics. The QASP also includes three business-focused metrics tied to your program objectives. To demonstrate accountability, we include a performance incentive plan that provides additional labor hours, at no cost to MRM, if we fail to achieve agreed performance measures. We will report SLA metrics on a monthly basis, as well as provide near real-time reporting for certain metrics using the Web-based Performance Management Suite (PMS), as discussed in detail in 7.3 below.

In this section, we identify the major contractor deliverables to the government, the deliverables acceptance criteria, and our QASP process. We discuss how we will work collaboratively with MRM to easily monitor performance and evaluate deliverables. Finally, we describe our performance incentive plan.

7.1 Contractor Deliverables

Our Contractor Work Breakdown Structure (WBS) lists the tasks and the associated deliverables for this contract, including their delivery frequency and period of performance. There are too many deliverables to describe the content and format of each in detail in this section. Instead, we grouped deliverables into six types, providing a general description of their content, format and standards of acceptance in a concise manner. Our WBS table in *Tab 3, Contract Work Breakdown Structure* includes the category for each deliverable, while Figure 7-1 on the next page details the deliverable types, their delivery formats and the criteria for acceptance by MRM.

For deliverables not included in the WBS, such as major enhancements and New Development tasks, we follow our CMMI Level 4 compliant deliverables management process. We involve MRM in the deliverable definition and review process. This iterative process of definition and review, shown on the next page in Figure 7-2, confirms expectations and promotes timely feedback, yielding higher quality results.

7.2 Performance Standards of Acceptance

Accenture commits to meet the Acceptable Quality Levels (AQL) for all SLAs identified in the *Technical Solution, Tab 1, Service Level Agreements*. We propose increasing the AQL for 12 of the SLAs and adding 5 new SLAs. We also include three QASP Performance Measures tied to obtaining your business objectives discussed in section 7.6 below. These enhanced SLAs and QASP performance measures will promote continuity of operations at reliable service levels.

We use our CMMI Level 4 assessed processes to quantitatively manage and statistically control our processes as discussed in *Tab 2, Management Approach*. These processes support day-to-day project management needs and facilitate meeting ongoing, monthly, quarterly, and ad

Deliverable Type	Delivery Format	Acceptance Criteria
Meeting Results	Appropriately formatted hardcopy, electronic file	Detailed agenda provided at least 1 day in advance. Handouts provided at meeting. Meeting minutes provided within two days.
System Development Lifecycle Documentation	Appropriately formatted hardcopy, electronic file	Clearly stated requirements, designs, test objectives, and results depending on they type of system development lifecycle deliverable.
Status Reports	Appropriately formatted electronic file	Tasks completed over previous period, tasks planned during upcoming period, actions items requiring management attention. Status reports provided monthly.
Dashboard Reports	Web-based tool viewable through MRM browser	Initial content and format reviewed and approved by CORs and content reviewed/updated monthly
Management Plans and Processes	Appropriately formatted hardcopy, electronic file	Clearly stated objectives, methods and processes, results, and recommendations.
Surveys	Data gathering by appropriate means (on-line or hardcopy); Results via hardcopy and electronic file	Schedule and content reviewed with MRM at least two weeks in advance for formal survey, one-week for surveys with 10 or fewer respondents or questions. Results presented in accordance with generally accepted statistical procedures.
Schedules	Appropriately formatted hardcopy, electronic file	Clearly outlined tasks, task start and end dates, task durations, task dependencies, and critical path.

MRM 221

Figure 7-1. Our quality control process will provide consistent results to meet your expectations for deliverables

hoc reporting for both Accenture and MRM. Tom Greiner, our Quality Assurance Director, will provide an independent quality assessment of our service delivery. His quarterly reviews will focus on measuring customer satisfaction, checking project team performance against established internal benchmarks and standards, and determining opportunities for innovation.

7.3 Methods of Monitoring

Our plan to monitor and report performance against the SLAs, highlighted in Figure 7-3 on the next page, includes automated metrics collection, preventative and corrective action recommendations, and implementation of an easy-to-read web-based dashboard. This process illustrates how we would collect and assess the SLA metric data and compare it with the finalized SLA performance levels. From this information, MRM and Accenture will identify preventative and corrective actions.

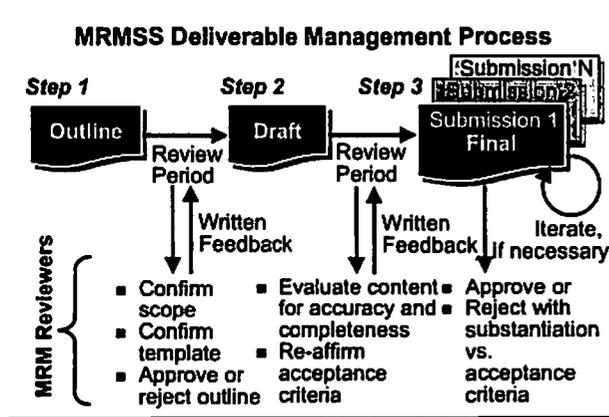
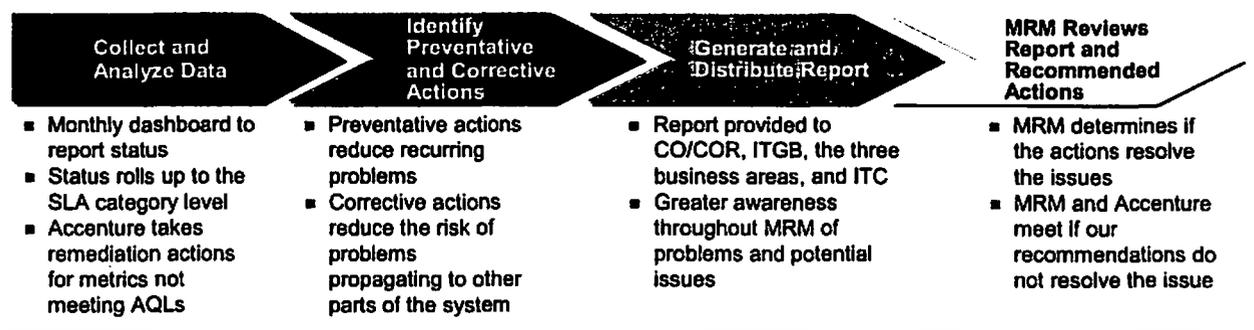


Figure 7-2. The Deliverables Management Process establishes expectations up front, and yields right results the first-time

After award, and before contract start, Accenture will present the detailed QASP reporting process for review and approval.

We will use the Accenture PMS discussed in *Technical Solution, Tab 2, Operations and Support*, for collecting performance data and reporting results. We will use the PMS to gather data from other sources, including automated tools such as USiOasis for system performance data and the HEAT® system for ticket status. PMS also accepts manual input to compile comprehensive reports on each project phase. The PMS generates hardcopy and electronic reports and provides a Web-based dashboard



MRM 045

Figure 7-3. Accenture's recurring QASP Process provides MRM with broader exposure to Accenture performance to increase MRM's ability to manage the contract

that can display the relevant performance indicators to give MRM a readily accessible and up-to-date picture of MRMSS status. The innovative PMS brings together the current manual, spreadsheet-based process in place today, improving our reporting effectiveness and efficiency. We will work with MRM to identify the specific metrics and format to display on the Web-based dashboard.

7.4 Frequency

With the process and report finalized, Accenture will execute the QASP process to support MRM's observations of our performance. We will start reporting at the beginning of the second month of the contract. We will provide the QASP report to MRM by the seventh business day of each month. On an *ongoing* basis, we will provide MRM with visibility into the performance metrics using the Performance Management Suite Web-based tool. On a *monthly* basis, we will provide MRM with the following reports: Monthly QASP Status Report, Risk Report, Inventory Report, and EVM Report. Finally, on a *quarterly* basis, we will provide the following materials and reports to MRM: Accenture Quality Assurance results, SIR Report, Release Work Schedules, and Customer Support Survey Report.

7.5 Management Responsiveness

This QASP and the SLAs will assist MRM to determine whether we have managed the contract effectively and efficiently, with successful and timely response to activities indicated for corrective action. You will confirm whether we have satisfactorily met all reporting requirements, including QASP and EVM reports. Should issues arise in our performance or reporting, our Program Manager Scott Fast will work with your COR(s) and functional leads to quickly identified find a resolution and institute a corrective action plan. We will communicate any issue not resolved in consultations with the COR(s) to the Contracting Officer.

7.6 Quality Aligned with MRM Business Objectives

In addition to the general quality and SLA metrics we will collect and report, we have identified three business-focused metrics, identified on the next page in Figure 7-4, we would collect and report to MRM as part of our QASP report. We know that SLA metrics are important to MRM in measuring the O&S component of our service delivery, but also recognize there are activities and services we provide that are important to achieving MRM's business objectives. In addition to reporting our performance in supporting these metrics, we would include them in our performance incentive plan, providing further incentive to support these processes and demonstrating our commitment to helping you achieve your goals.

<i>Performance Standard</i>	<i>Performance Measurement</i>
Accenture supports MRM's annual financial audit	Accenture provides requested audit documentation according to the agreed upon schedule.
MRMSS is certified and accredited	C&A of MRMSS is retained at all times
USi SAS 70 delivered by identified time frame	Accenture provides the USi SAS 70 by May 10 th and Nov 10 th each year

MRM 216

Figure 7-4. Our three recommended QASP performance measures would improve the likelihood of MRM achieving your business objectives

The QASP's true value is to improve service quality. We implemented additional metrics in the MRM Financial System (MFS) in 2005 to track production incidents. With additional focus on those metrics, we realized a 40% reduction in the overall number of production incidents from 2005 to 2006. The USiOasis system-monitoring framework, which we implemented on the MRMSS servers during the production implementation of the MRM financial system, reduced risk of system failures by successfully identifying 41 potentially critical, Severity 1 issues over the last 5 years. This enabled us to take corrective action and reduce the impact of these issues on MRM.

Accenture has successfully used QASPs on other large projects including the U.S. Department of Commerce CFEBs, U.S. Army GFEBS, and U.S. Mint Retail Sales (RSS) programs. Using the QASP in the RSS program, Accenture has received a "Meets expectations" rating for every performance period, and achieved "Exceeds expectations" within numerous components of our QASP.

7.7 Accenture Performance Incentive Plan

Our QASP seeks to promote performance excellence. Delivering high quality O&S services to MRM is the focus of our management solution, our quality and performance management processes, and our QASP. We propose an incentive approach that is limited to our baseline price. We seek no "upside bonus" for areas where our performance exceeds your expectations. You expect excellence of us, and we strive to deliver it, at a price we both agree to be fair and reasonable. We go a step further and commit allocate 3,000 labor hours a year in a QASP Performance Pool at no additional cost to MRM. Our QASP would distribute these hours in the Performance Pool on the following basis:

- We will report our status against SLAs and QASP Performance Measures on a monthly basis. During this process, we will track progress against identified preventive and corrective actions.
- We will compute a quarterly QASP score as a percent of SLAs and QASP Performance Measures achieved over the quarter and report this to MRM.
- If we do not achieve at least 90% of our SLAs and our QASP Performance Measures in two consecutive quarters, we would provide MRM 750 hours from the QASP Performance Pool for use on New Development task orders.
- Accenture will track the status of the labor hours provided to MRM in our QASP report.

ACCENTURE RESPONSE TO NEGOTIATION QUESTIONS DATED JUNE 18, 2007:

-
- 1. All break fixes will be corrected as part of the O&S task order, regardless of the numbers of hours required to fix the break.**
-

Accenture Response: Per our negotiation discussions, Accenture agrees to provide Operations and Support software maintenance break fix in accordance with the approach illustrated in Figure 1 on the next page. Our revised price proposal reflects this additional service. The 6,400 hours of discretionary capacity remain available for items shown in the Discretionary O&S column.

-
- 2. Vol. III, Tab 1-4: Proposed SLA #4 & #5 change – MMS proposes combining these two SLAs and Accenture provide all documentation three weeks prior to UAT; to include all deliverables: general & detail design, functional requirements, test plan, testing efforts, problems identified, SIRS, defects.**
-

Accenture Response: Accenture agrees to combine SLAs 4 and 5. Accenture would provide quarterly release or new development documentation three weeks prior to UAT. MRM and Accenture will jointly identify the documentation – which could include general and detailed designs, functional requirements, test plans, testing efforts, problems identified, SIRS, and defects – that will be provided for each quarterly release or new development task order.

-
- 3. Vol. III, Tab 1-5: SLA # 8 – Is this a resolution of the issue or just a move from the helpdesk list to the SIR list?**
-

Accenture Response: This question was addressed during our negotiation discussions.

-
- 4. Vol. III, Tab 1-6: Proposed SLAs 21, 23, 24 – MMS proposes to delete these SLAs.**
-

Accenture Response: Accenture agrees to delete SLAs 21, 23, and 24 from our solution.

-
- 5. Vol. III, Tab 1-6: Proposed SLA 25 – MMS accepts this SLA as proposed.**
-

Accenture Response: Accenture agrees to keep SLAs 22 and 25 as part of our technical solution.

-
- 6. Vol. II, Tab 7-4: Proposed 90% achievement of SLAs and QASP Performance Measures in two consecutive quarters, provide MRM 750 hours from the QASP Performance Pool for use on New Development task orders. MMS proposes 95% on any given quarter. Please clarify when the 750 hours are available – the next quarter, that fiscal year (task order performance), the life of the contract?**
-

Accenture Response: Per our negotiation discussions, Accenture agrees to change the 90% achievement of SLAs and QASP Performance Measures in two consecutive quarters to 90% achievement of SLAs and QASP Performance Measures in each quarter. During negotiations, MRM and Accenture mutually agreed to begin enforcement of our Performance Incentive Plan at the beginning of the third full quarter after the start of the contract. Our revised price proposal reflects this additional service.

The hours awarded through our Performance Incentive Plan will be available for MRM use on New Development task orders for twelve months after the hours are awarded.

CONTRACTOR EMPLOYEE NON-DISCLOSURE AGREEMENT

It is understood that as part of my official duties under Contract No. **M08PC14501**, I may come in contact with Government procurement sensitive information or proprietary business information from other contractors (e.g., cost data). I, as an official Government contractor, certify that I will not disclose, publish, divulge, release, or make known, in any manner or to any extent, to any individual other than an appropriate or authorized Government employee, the content of any procurement sensitive information provided during the course of my employment. I understand that for the purpose of this agreement, procurement sensitive information is to include procurement data, contract information, plans, strategies and any other information that may be deemed sensitive.

I further certify that I will use proprietary business information only for official purposes in the performance of Contract No. **M08PC14501**, and will disclose such information only to those individuals who have a specific need to know in performance of their official Government duties. I hereby agree not to disclose to others any contractual information, including, but not limited to, proprietary information, trade secrets, financial data, and technical proposals which will be presented to me by the **Minerals Management Service** Contracting Officer or other Government Official. I agree that the described information is “inside information” and shall not be used for private gain by myself or another person, particularly one with whom I have family, business, or financial ties. For the purposes of this agreement, “inside information” means information obtained under Government authority which has not become part of the body of public information. I specifically will not disclose any such information to employees of my company or any other contractor employees who have not signed this agreement. I will take all reasonable precautions to prevent the unauthorized disclosure and use of such information.

I hereby certify that I have read the non-disclosure agreement described above and I am familiar with the directives and policies governing the disclosure of procurement sensitive information. I will fully and completely observe these directives and will not disclose such information to any unauthorized person, or use any information obtained for private use or gain at any time, including subsequent to the performance of duties under **M08PC14501**.

Name (Please Print)

Signature

Date

**SECTION B
CONTRACT LINE ITEMS**

B.1 CONTRACT STRUCTURE

The anticipated contract shall be an Indefinite Delivery Indefinite Quantity (IDIQ) contract with the obligating work issued as task orders. Minerals Management Service anticipates a ten year contract, one (1) base year plus nine (9) option years. The following is an outline of the contract.

- 1.1 Base Year October 1, 2007 – September 30, 2008
 - Transition Task Order
 - Operations & Support Task Order
 - Development Task Orders
- 1.2 Option Year(s) 1-9 October 1, 2008 – September 30, 2017
 - Operations & Support Task Order
 - Development Task Orders

B.2 CONTRACT LINE ITEMS

- 2.1 Base Year October 1, 2007 – September 30, 2008

- CLIN Description
 - 01 Transition Period
 - 02 Operations & Support
 - 03 Development

- 2.2 Option Year 1 October 1, 2008 – September 30, 2009

- CLIN Description
 - 04 Operations & Support
 - 05 Development

- 2.3 Option Year 2 October 1, 2009 – September 30, 2010

- CLIN Description
 - 06 Operations & Support
 - 07 Development

- 2.4 Option Year 3 October 1, 2010 – September 30, 2011

- CLIN Description
 - 08 Operations & Support
 - 09 Development

2.5 Option Year 4 October 1, 2011 – September 30, 2012

CLIN Description

10 Operations & Support

11 Development

2.6 Option Year 5 October 1, 2012 – September 30, 2013

CLIN Description

12 Operations & Support

13 Development

2.7 Option Year 6 October 1, 2013 – September 30, 2014

CLIN Description

14 Operations & Support

15 Development

2.8 Option Year 7 October 1, 2014 – September 30, 2015

CLIN Description

16 Operations & Support

17 Development

2.9 Option Year 8 October 1, 2015 – September 30, 2016

CLIN Description

18 Operations & Support

19 Development

2.10 Option Year 9 October 1, 2016 – September 30, 2017

CLIN Description

20 Operations & Support

21 Development

B.3 TASK ORDERS—FIXED PRICE

SEE SPREADSHEET

B.4 NEW DEVELOPMENT AND/OR OTHER UNDEFINED WORK TASK ORDERS – FIXED PRICE, TIME & MATERIAL AND/OR LABOR HOUR, OR COST.

It is anticipated there will be a need for additional development on this contract. This work is undefined at this time but can range from a simple upgrade to major system changes mandated by the Courts or Congress. To accomplish these tasks, a task order will be issued. Depending on the level of understanding and complexity of the requirement, the task order may be fixed price, time and materials and/or labor hour, or cost. Labor hours shall be negotiated at time of contract award. The possibility of additional task orders under this section remains high for the life of the contract if option years are exercised.

See Next 2 pages from Accenture's Labor Hours.

**U.S. Department of the Interior
Minerals Management Service
Operations and Support Services
Performance Work Statement (PWS)**

SECTION C

November 2, 2007

MMS *Securing Ocean Energy &
Economic Value for America*

TABLE OF CONTENTS

C.1 – INTRODUCTION 1

 C.1.1 – Background 1

 C.1.1.1 – History of MRM Systems 2

 C.1.2 – Minerals Revenue Management Support System (MRMSS) Sub-Systems 3

 C.1.2.1 – Minerals Revenue Management Financial System (MFS) 4

 C.1.2.2 – Minerals Revenue Management DataWarehouse (MRMDW) 4

 C.1.2.3 – Minerals Revenue Management Royalty-in-Kind (RIK) 5

 C.1.3 – Objective 5

C.2 – SPECIFIC REQUIREMENTS 6

C.3 – OPERATIONS AND SUPPORT REQUIREMENTS 10

 C.3.1 – Program Application Operations and Support 11

 C.3.2 – Operations Support 12

 C.3.2.1 – IT Facilities Management and Physical Security 13

 C.3.2.2 – MRMSS Network Administration 13

 C.3.2.3 – Network Engineering, Installation, Maintenance, Repairs and Upgrades 14

 C.3.2.4 – MRMSS Firewall Management and Maintenance 14

 C.3.2.5 – Server Administration 15

 C.3.2.6 – Server Installation, Maintenance, Repairs, and Upgrades 15

 C.3.2.7 – System Back-ups and Restorations 16

 C.3.2.8 – Application Systems Administration 16

 C.3.3 – Emergency Preparedness 18

 C.3.4 – Inventory Control 19

 C.3.5 – Maintenance, Support and Service Agreements Management 20

 C.3.6 – User Support 20

 C.3.7 – Client Application Management 21

 C.3.8 – Security Services 22

 C.3.8.1 – Security Resource Protection 26

 C.3.8.2 – Security Planning 27

 C.3.8.3 – Security Risk Management 27

 C.3.9 – Quality Assurance for Software Development 27

 C.3.9.1 – Quality Assurance Evaluators (QAE) 28

 C.3.9.2 – Quality Control Plan 28

 C.3.10 – Continuity of Operations Plan 29

 C.3.11 – Network Connectivity 30

 C.3.12 – Print Services 30

C.4 – GENERAL REQUIREMENTS 30

 C.4.1 – Documents 30

 C.4.1.1 – Software Related Documentation 30

 C.4.2 – Place of Performance 31

 C.4.3 – Hours of Operation 31

 C.4.4 – SP Project Manager 32

 C.4.4.1 – SP Project Manager Certification 32

 C.4.5 – Training 32

 C.4.5.1 – Training and On-the Job Training 32

C.4.5.2 – Mandatory Training	33
C.4.6 – Meetings	33
C.4.7 – Monitoring	33
C.4.8 – Earned Value Management (EVM)	33
C.4.9 – Transition – Phase In Phase Out Services	38
TE-01 – Applications Supporting MRM	37
TE-02 – System Interconnects, Interfaces and Interdependencies	52
TE-03 – Staffing	57
TE-04 – IT Hardware and Application Software Inventory	58
TE-05 – Network Administration, Engineering, Maintenance and Software	64
TE-06 – References and Links	70
TE-07 – Abbreviations	72

C.1 – INTRODUCTION

C.1.1 – *Background*

The Minerals Management Service (MMS) is a bureau of the U.S. Department of the Interior. It is the Federal agency responsible for managing the nation's natural gas, oil, and other mineral resources. The agency collects, accounts for, and disburses more than \$10 billion in revenues annually from Federal offshore mineral leases and from onshore mineral leases on Federal and Native American lands. This effort is one of the Federal Government's greatest sources of non-tax revenues.

The program is national in scope, and headquartered in Washington, DC and includes two major programs:

- Offshore Minerals Management (OMM) manages the mineral resources on the Outer Continental Shelf and comprises four regions: Alaska, Eastern, Gulf of Mexico, and the Pacific.
- Minerals Revenue Management (MRM) is headquartered in Washington, DC but is operationally based near Denver, Colorado. Other activities and staff exist in Oklahoma City and Tulsa, Oklahoma, Dallas and Houston, Texas. Principle responsibilities of MRM are the collection and distribution of mineral royalties from all Federal onshore and offshore leases and Native American leases together with compliance and auditing functions. Federal statutes require that MRM ensure that fair and proper value of oil, gas, and other minerals produced from Federal leased lands is received. MRM conducts comprehensive audits reviewing source documentation and conducts more streamlined compliance reviews to identify discrepancies through analysis of data. The MRM Strategic Business Plan dated December 2005, has as one of its objectives, "Ensure that accurate mineral revenue information is accessible and available for all MMS users, partners, customers, and clientele in a timely manner." MRM also places high priority on fulfilling its Indian Trust responsibilities. Through the performance of this highly visible mission, MRM has significant and continuous interaction with various federal and state government offices and energy companies.

Historically, most oil and gas royalties have been collected as a cash payment or in value known as Royalty In-Value (RIV). Under RIV, companies are required to file monthly royalty documents (MMS-2014) with MRM at the lease/agreement level. The 2014s detail the amount of production and revenue received from each lease and the amount of royalty owed for that monthly. The companies are required to pay the total amount owed on their royalty report monthly. Royalties from Federal and Indian properties are reported and paid separately. Well operators are required to submit production documents (OGOR, PASR, etc.) each month which are used by MRM to ensure all production pays its requisite royalties.

The MRM Financial Management Division uses the PeopleSoft financial subsystem to process these incoming documents and payments. The process for RIV royalties might be compared to the IRS approach where the royalties are received subject to audit. The MRM Compliance Division performs audit and compliance activities using the data warehouse and compliance tools associated with the warehouse.

Additionally, there are other MRM Division associated with RIV activities including the Office of Enforcement which takes an active roll in enforcing MRM rules and in settling royalty disputes as well as the Information Technology Center (ITC) which is focal point for coordinating MRM IT activities with contractors and MMS.

In recent years MMS has developed a Royalty In-Kind (RIK) program in which title to the royalty commodity is taken at or near the producing lease; competitive sales are transacted; and resulting revenues are collected from RIK purchasers and disbursed to Federal and state recipients per statutory authorities. In FY2005, RIK accounted for more than \$3 billion in royalty revenue. MRM has a separate RIK division that is responsible for managing the RIK program

The systems, hardware and software covered by this Performance Work Statement (PWS) are referred to as the Minerals Revenue Management Support System (MRMSS). MRMSS supports the accounting, auditing, compliance and analysis necessary for the collection and distribution of the mineral royalties, and attainment of the Strategic Business Objective cited above. See [TE-05](#) for details regarding the Commercial off the Shelf (COTS) software products and licenses in use at MMS.

C.1.1.1 – History of MRM Systems

Throughout the 1990's, the financial and compliance processes operated on a mainframe environment. Financial and compliance software had been customized over the years and was complex, inefficient, difficult to change, and expensive to maintain. The various compliance processes and the organizational structure were very compartmentalized with "stove-pipe" business processes and associated personnel. In addition, high operating costs of the mainframe, the desire to utilize COTS software, web-based technology and implementation of the Reengineered Compliance Asset and Management (CAM) and the Royalty-In-Kind (RIK) Programs caused MRM to re-compete the mainframe IT contract.

MRM wanted to utilize COTS accounting systems to manage collection receipts, processing, distribution and disbursement; maintenance of receivables and

payables balances; support of electronic data interchange and electronic commerce; and production of MRM's many required accounting and financial reports. The system had to comply with Treasury financial system requirements.

MRM selected the current Service Provider (SP) to convert the financial system to the PeopleSoft® financial system and to develop the Reengineered Compliance and Asset Management business processes. The new systems became operational in November 2001.

Since then MRM has further customized the PeopleSoft® financial system. The Compliance and Asset Management systems have gone through an evolution from a structured analytical business process to a more flexible, user driven work management and analytical tool set that supports changing work loads and priorities.

The Data Warehouse and associated data mining tools have not evolved significantly from the original design and implementation.

The RIK Program began in 1999 as a pilot program using manual processes. Over the past years the RIK Gas Program has automated many of its business processes using Nucleus software.

The RIK program plans to upgrade to *Entegrate* by the end of February 2007. Custom code extracts certain information from Nucleus and transfers it in the appropriate format to PeopleSoft® and The Data Warehouse.

C.1.2 – Minerals Revenue Management Support System (MRMSS) Sub-Systems

MRMSS is Minerals Revenue Management's main system and is comprised of several sub-systems including:

- Minerals Revenue Management Financial System (MFS) including PeopleSoft and MRM-maintained Check Scanning (CKS), a process of scanning paper checks;
- Minerals Revenue Management Data Warehouse (MRMDW); and
- Royalty-in-Kind (RIK).

See [TE-01](#) and [TE-02](#) for more details.

The primary operational site for MRMSS is located in an Application Service Provider (ASP) contractor-owned private facility in Annapolis, Maryland. The disaster recovery system is housed in a contractor-owned private facility in Wooddale, Illinois. The CKS systems are housed locally at the Denver Federal Center in Lakewood, Colorado.

The MFS has been customized and contains processes and reports on current data related to the MRM customer's mineral production, their payments to MRM and the distribution of the payments to designated Native American, Federal and State recipients.

C.1.2.1 – Minerals Revenue Management Financial System (MFS)

The strategic goal of the Financial Management (FM) function is to collect, account for, and disburse Federal and Native American mineral lease revenues to the proper recipients in a timely and accurate manner per applicable laws, regulations, and lease terms.

MFS accounts for all Federal and most Native American minerals rents, royalties, bonuses and their distribution/disbursement to the U.S. Treasury, counties, States (states generally receive 50% of the revenues collected in their state), and Native Americans (Native Americans receive 100% of their revenues). The MFS also issues bills for late payment or non-payment of royalties and other lease term obligations. Most of the input data for MFS consists of royalty reports and production reports received from industry electronically via an electronic reporting contractor. Currently total revenues accounted for are approximately \$10 billion per year.

MFS relies on major customizations of PeopleSoft® and Oracle® RDBMS. MFS PeopleSoft® financials is composed of several modules including: Reference data, royalty data, Accounts Receivable, Accounts Payable, General Ledger, Exception processing, Billing and production data. MRMSS detail is included in [TE-01](#) and [TE-02](#).

C.1.2.2 – Minerals Revenue Management Data Warehouse (MRMDW)

MRMDW provides a repository of historical financial and production information used by MRM users, Bureau of Land Management (BLM) and other agencies as well as State and Tribal entities. The MRMDW also provides a data-mining tool for MRM, States and Tribes, other government agencies and industry to run queries, reports and download the results of their royalty and production data and revenues received and disbursed.

The Compliance Asset Management (CAM) Program extends the MRMDW with custom-built tools aimed at assuring that MRM is paid all the revenues owed. These tools include basic case management tools (tracking assignments and progress by employee and property), targeting tools and other specialized tools for analyzing variances between reported and expected values, and documentation. Compliance activities result in coverage of a significant portion of the royalty revenues paid each year.

The MRMDW Sub-system is further described in the network graphic depicted in [TE-01](#).

C.1.2.3 – Minerals Revenue Management Royalty-in-Kind (RIK)

SunGard Nucleus, commercial off the shelf (COTS) energy trading software, is used to automate MRM's RIK processes. Additionally, custom components were implemented to capture market intelligence information, manage property imbalances, and interface with the new MRM Financial Sub-system. The RIK Sub-system implementation included redesigned business processes using relational database management system software, technical services, documentation, operations and support services, program management, training and communications. The RIK Sub-system is a Major Application. All users of the RIK Sub-system are internal to MRM – no public access is available.

C.1.3 – Objective

This PWS describes the technical needs, work outcomes and performance objectives essential to successful contract performance for providing operations and support services for MMS and MRM. It includes the MRMSS, Certification and Accreditation Services, and new development. Throughout the contract, the Service Provider (SP) shall furnish creative approaches and implement approved strategies based on professional experience, reflecting how work objectives, technical needs and support levels will be met.

The following areas are covered by this PWS:

- Program Application Operations and Support, which is defined as support for the Financial Management, Royalty In-Kind, and Compliance and Asset Management systems
- System applications, performance management, change control, and configuration management.
- Security Oversight, which is defined as conducting system/network vulnerability scans, security processes and procedures, Disaster Recovery, and monitoring of Intrusion Detection.
- Project/Facilities Management, which is defined as Systems Lifecycle project management and coordination
- User Acceptance Testing (UAT)

This contract will rely on measurable service levels to define metric requirements to evaluate performance. The SP shall establish and maintain processes and systems for routinely measuring and reporting service levels and evaluating results. These processes should also include goal setting and process improvement to foster a continuous evaluation and improvement environment. MMS/MRM strongly encourages the SP to propose creative contract approaches throughout the contract whereby active measurement, high goals and continuous improvement are beneficial not only to the government but also to the SP in a

tangible way. Initial service levels described in this PWS are considered as a starting point and a basis for contract proposal. Actual Service Level Agreements¹ (SLA's) are expected to be dynamic, as both the SP and the government seek to establish baselines and continuously improve the quality of performance. These SLA's will be negotiated and agreed to on an ongoing basis.

Several contractors provide Information Systems services to MMS/MRM. The SP shall be required to cooperate and effectively coordinate with multiple other contractor staffs in providing IT services thereby minimizing the need for intervention by MMS/MRM.

C.2 – SPECIFIC REQUIREMENTS

Performance Requirements Summary Matrix

The following table summarizes the performance standards for each of the outputs the SP shall be required to furnish:

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method	Section Reference in this Document
Provide Program Application Operations, Support, Maintenance, and Development	Modify program applications	95% of customer requirements will be closed within agreed upon timeframes	Review of customer requirements database	C.3.1 – Program Application Operations and Support
Provide Application Systems Administration	Timely completion of system improvement requests	97% will be completed within the agreed upon timeframes	Review of tracking system of system improvement requests	C.3.2.8 – Application Systems Administration
Provide System and Subsystem Testing for MRMSS	All problems are resolved prior to migration	95% resolution of problems prior to migration	Review of identified problems in UAT	C.3.2.9 – System and Subsystem Testing for MRMSS

¹ "Service Level Agreement." *Wikipedia, The Free Encyclopedia*. 18 Feb 2006, 03:19 UTC. 24 Feb 2006, 04:09 <http://en.wikipedia.org/w/index.php?title=Service_Level_Agreement&oldid=40100436>.

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method	Section Reference in this Document
Provide System and Subsystem Testing for MRMSS	All system subsystem test scripts & testing documentation provided to MMS by SP, including SP's testing efforts shall be available for review at least 3 weeks prior to functional user acceptance testing	100% of the time documentation is provided prior to UAT	MRM Review of contractors documentation	C.3.2.9 – System and Subsystem Testing for MRMSS
Provide Data Elements	SP will communicate new data elements to the MRM Data Administration Team according to the documented MRM process	100% of the time	SP will deliver a list of new data elements and tables to the MRM Data Administration team before UAT begins and then measure against this list before migration to production	C.3.2.9 – System and Subsystem Testing for MRMSS
Provide failover capability	MRM Financial and RIK systems failover to the secondary site will be completed within four (4) hours	100% of the time	Measurement of this SLA begins upon event requiring failover and ends as of the first successful login to the restored MRM FS or RIK system.	C.3.3 – Emergency Preparedness
Provide User Support Services for MRMSS	Complete account initiation, modification and termination actions	100% of the time actions completed within 24 hours	Review help desk ticketing system	C.3.6 – User Support

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method	Section Reference in this Document
Provide User Support Services for MRMS	Complete adverse termination actions immediately	100% of the time	Notification to CO upon completion	C.3.6 – User Support
Provide User Support Services for MRMS	Successful resolution of help desk tickets within 48 hours	98% of the time	Review help desk ticketing system	C.3.6 – User Support
Provide Client Application Management	All batch operations will be completed timely	98.5% of the time for mission-critical operations to include AP (D&D both Indian and Federal) processing, Royalty processing, AR processing, GL processing and Reference processing and as further defined by MRM 95% of the time for non mission critical operations	Review of Batch Operations Log	C.3.7 – Client Application Management
Provide IT Security Services	Critical security incidents must be reported to System Owner, CO/CORs and IT Security Staff immediately after they are discovered by the SP.	All critical incidents will be reported timely 100% of the time.	Review of DOICIRC incident reports	C.3.8 – Security Services
Provide IT Security Services	High security incidents must be reported to System Owner, CO/CORs and IT Security Staff within 24 hours after they are discovered by the SP.	All high incidents will be reported timely 100% of the time.	Review of DOICIRC incident reports	C.3.8 – Security Services

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method	Section Reference in this Document
Provide IT Security Services	Medium security incidents must be reported to System Owner, CO/CORs and IT Security Staff within 5 business days after they are discovered by the SP.	All medium incidents will be reported timely 100% of the time.	Review of FedCIRC incident reports	C.3.8 – Security Services
Submit Continuity of Operations Plan with proposal and by Aug. 1 to COR	Plan will be submitted timely	100% of the time	MRM Review of Plan	C.3.10 – Continuity of Operations Plan
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	All MRMSS will be accessible online 99.5% of the time. Exception is scheduled downtime or events beyond the control of the SP.	Review help desk ticketing system	C.4.3 – Hours of Operation
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	Notification of system downtime will be sent to the user population within one hour of problem being reported 99.5% of the time	Review help desk ticketing system	C.4.3 – Hours of Operation
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	The system cannot be down for more than one (1) hour per workday 99% of the time	Review help desk ticketing system	C.4.3 – Hours of Operation
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	Scheduled downtime agreed upon between the SP and MRM at least 2 hours prior to commencement 100% of the time	Review help desk ticketing system	C.4.3 – Hours of Operation

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method	Section Reference in this Document
Provide Earned Value Management Support	Earned Value Management Integrated Baseline Review (IBR) due 30 days after contract award and option award	100% of the time IBR will be completed in a timely manner	CO approval	C.4.8 – Earned Value Management (EVM)
Provide Earned Value Management Support	Monthly Report will be submitted in a timely manner 100% of the time	100% of the time EVM Monthly Report will be submitted in a timely manner	MRM Review of Report	C.4.8 – Earned Value Management (EVM)

C.3 – OPERATIONS AND SUPPORT REQUIREMENTS

The SP shall provide a comprehensive, Information Technology (IT) solution that meets the objectives identified in [C.1.3](#) above.

All applications shall meet requirements of Department of the Interior (DOI) and Minerals Management Service (MMS) directives. DOI's CIO [web site](#) contains links to many resources. Some relevant Directives include:

- OCIO [Directive 2004-010](#), Population and Maintenance of the Department of the Interior Enterprise Architecture Repository
- Departmental Manual [375 DM 19](#), National Security Emergency Preparedness (NSEP)
- Departmental Manual [383 DM](#), Section on the Privacy Act (5 U.S.C. 552a)
- OCIO Technical Bulletin No. [2003-nnn](#), Peer-to-Peer File Sharing Restriction
- OCIO Directive [2004 - 018](#) Prohibition on Use of Wireless Network Technology

The SP shall comply and maintain current knowledge of all applicable laws and regulations with the following:

- [Clinger-Cohen Act of 1996](#) (P.L. 104-208)
- [Federal Information Security Management Act of 2002](#) (FISMA, Title III of P.L. 107- 347)
- [Government Paperwork Elimination Act of 1998](#) (GPEA, Title XVII, P.L. 105-277 – [Guidance](#) for GPEA as it relates to MMS Capital Planning is available.)

- [Section 508](#) of the Rehabilitation Act (29 U.S.C. 794D), OMB Memorandum M-04-15 ([Federal Critical Infrastructures and Key Resources](#))
- Government Performance and Results Act of 1993 ([GPRA](#))
- Management of Federal Information Resources ([OMB Circular A-130](#))
- [Report, Illicit Cyber Activity in the Banking and Finance Sector](#)

The SP shall work at the direction of the Contracting Officer (CO) or their representative in response to business needs.

C.3.1 – Program Application Operations, Support, Maintenance, and Development

MRM applications fall into three major categories: financial, compliance and Royalty In Kind (RIK). The SP shall support operations by supporting the applications listed in [TE-01](#) and [TE-02](#). The SP shall provide services including full lifecycle software engineering support (as defined in the Department of Interior's Information Technology Solution Development Lifecycle Guide [IT SDLC](#)) to a wide variety of systems that support day-to-day business functions of MMS.

Development is the creation or building of an application or product. The development includes preparation of requirements and objectives, the design of what is to be coded, confirmation that what is developed meets the requirements and objectives, writing source code, testing, and all documentation associated with the process, and additional training when necessary.

Software maintenance includes:

- 1) correcting software/programming defects, deficiencies, and errors
- 2) improving system performance in deployed software
- 3) adapting software to a new or changing environment
- 4) deploying software releases/upgrades.

Software maintenance includes all required steps in the System Development Life Cycle such as source code, testing, and documentation.

To accommodate requirements revisions generated by legislative mandate, or in response to audit findings from various sources including Government Accounting Office (GAO), or changes in hardware, software, telecommunications or security requirements, the SP shall create new and/or enhance existing applications per customer requirements (i.e. – information retrieval) in agreed-to timeframes as directed by the Contracting Officer and Contracting Officer Representative (CO/COR).

This includes support for Statistical Reporting and other data requests. The PMO is required to respond immediately to emergency requests from various

entities; i.e., Congressional, Department of Justice, GAO, IG, FOIA, etc. for data from the MRMSS. These requests can be for either large volumes of data or at a level of detail which is beyond the capability of the Statistical Reporting tool accessible by the PMO. These requests are currently worked on an emergency basis. The PMO averages two – four information retrieval requests per month, though the potential of significant increases can happen in response to a spike in media coverage.

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide Program Application Operations, Support, Maintenance, and Development	Modify program applications	95% of customer requirements will be closed within agreed upon timeframes	Review of customer requirements database

The SP shall propose a plan to assist MMS in the transition from conventional software management practices to better and more efficient methods.

C.3.2 – Operations Support

The SP shall be responsible for end-to-end operation of the MRMSS including:

- IT facilities management and physical security
- MRMSS firewall management and maintenance
- server administration, installation, maintenance, repair, security remediation and upgrades
- system back-ups and restores
- applications system administration, installation, maintenance, repair, security remediation and upgrades
- system disaster recovery
- inventory control
- maintenance and service agreement management
- software upgrades
- help desk generated issues
- User Acceptance Testing (UAT)
- limited business recovery

TE-03 contains details regarding the level of proficiency necessary to support Operations Support activity.

Network topography and many more details regarding hardware are included and listed in [TE-04](#).

The SP shall be responsible for configuration management. The SP shall be responsible for researching, testing and making recommendations for new hardware and software technologies as it relates to the business and benefit of MMS. The SP shall be responsible for installing all software on the MRMSS and ensuring that any software introduced to the network meets all applicable guidelines and will work in the current operating environment within agreed upon timeframes.

C.3.2.1 – IT Facilities Management and Physical Security

The IT facilities in place shall have adequate facility services to provide the appropriate level of service. The SP shall:

- work with administrative services to ensure that IT facilities in use continue to have the proper power, heating, cooling, ventilation, lighting, space management, construction, security, and maintenance as appropriate for the various sites.
- ensure that a backup and recovery strategy is in place and properly tested.
- prepare, update, and maintain drawings of the various IT Facilities and other facilities for the purpose of certification and accreditation, configuration management, security, fire, safety, and physical planning.
- provide a common repository of information regarding configuration management on all hardware and telecommunications equipment within the various IT Facilities' physical plants.
- provide analytical work including research and planning documents to support facilities work to be performed for the various locations included under this contract.
- plan and coordinate non-emergency outages affecting service areas. This includes: creating timely notification of outages; maintaining physical security requirements and documents as deemed appropriate by the CO or COR; and maintaining both physical and logical drawings of the processors, peripheral equipment, and their connectivity.
- coordinate all Configuration Change Proposals (CCP) with the appropriate MMS personnel as it relates to IT services.
- perform administrative management support functions as directed by the CO or COR.

C.3.2.2 – MRMSS Network Administration

The SP shall perform MRMSS-related networking activities including:

- consulting with customers and gathering requirements
- network problem identification
- network capacity planning
- network optimization and tuning
- network configuration management
- network certification and accreditation requirements
- providing identity management of network access to authorized personnel
- providing a secure environment for applications to reside
- designing and implementing networks
- establishing a testing environment
- installation, maintenance, repair, and upgrades of all hardware, firmware, software, and associated equipment that is the MRMSS portion of the MMS/DOI network
- must meet or exceed MMS.NET requirements

C.3.2.3 – Network Engineering, Installation, Maintenance, Repairs and Upgrades

The SP shall perform network functions including:

- MRMSS firewalls management and maintenance
- server administration, installation, repair, maintenance and upgrades
- system back-ups and restores
- applications system administration
- disaster recovery planning and execution
- alternate site fail over
- cabling systems installation, maintenance and upgrades

To ensure adequate network resources, the SP shall identify customer and technical network requirements and prepare an analysis for capacity utilization assessments in accordance with MMS/DOI guidelines for CO/COR approval. The SP shall create and maintain documentation to support the testing, installation, and operation of networks. The SP shall be responsible for the MRM portion of network operations and maintenance services to ensure MRMSS network connectivity.

The SP shall coordinate all testing, installation, and operations with the appropriate personnel as it relates to network services.

C.3.2.4 – MRMSS Firewall Management and Maintenance

The SP shall be responsible for engineering, architecture, management, planning, implementing, maintaining, repairing, upgrading, configuring, and documenting MRMSS firewalls to ensure confidentiality, integrity, security,

availability, and authenticity through the Internet/Intranet. [TE-04](#) contains details on the existing network including the MRMSS firewall and other related software in use. The SP shall:

- respond to security needs and requirements, and directives/mandates.
- maintain and manage MRMSS firewall components and configuration; and maintain the security posture of the MRMSS firewall components on a regular basis through the use of security tools.
- continuously monitor the MRMSS firewall for penetration attempts and maintain incident reports of such events.
- notify the MMS IT Security Officer, the Computer Incident Advisory Capability (CIAC), all Program Offices, and Field Sites of any security incidents that occur involving a specific site and/or IT asset.
- coordinate with MMS/DOI personnel and other contractors, as applicable, to discuss MRMSS firewall implementation and configuration issues.
- implement approved MRMSS firewall exception requests, alerting the CO/COR of potential problems with an approved request prior to implementing.

C.3.2.5 – Server Administration

The SP shall manage all production, test, and development servers. Data depicting the level of proficiency necessary to support server administration is detailed in [TE-03](#). Server administration includes:

- account management
- monitoring and auditing system logs
- back up and recovery
- security
- operating systems management
- storage management
- must meet or exceed MMS.NET requirements

The SP shall perform all non-emergency disruptive work on servers during non-business or non-scheduled production hours or at the direction of the CO/COR.

C.3.2.6 – Server Installation, Maintenance, Repairs, and Upgrades

The SP shall be responsible for the complete installation, testing, problem analysis, maintenance, repair, configuration, and documentation of all hardware, firmware, software, and associated equipment that is installed as part of a server. The SP shall also:

- ensure that server operating systems are maintained at the level dictated by the enterprise architecture.

- meet certification and accreditation requirements for current and anticipated server equipment.
- identify server requirements and prepare a systems analysis in accordance with MMS/DOI guidelines.
- create and maintain documentation to support the testing, installation, and operation of servers.
- coordinate and validate changes with application owners.
- coordinate all CCP with the CO/COR as it relates to IT services.

C.3.2.7 – System Back-ups and Restorations

The SP shall perform system back-ups and restore-functions to ensure data availability. Data depicting the level of proficiency necessary to support system back-ups and restorations is detailed in [TE-03](#). The SP shall also:

- demonstrate and test back-up and restore reliability.
- ensure the restoration and/or reproduction of current and historical systems, applications, and data is in accordance with directives and requirements for data recovery.
- follow all directives and requirements regarding off-site storage, including disaster recovery requirements.

C.3.2.8 – Application Systems Administration

The SP shall provide all support required to maintain and provide reliable access to application systems. Data depicting the level of proficiency necessary to support application systems administration is included in [TE-03](#). This support includes:

- hosting the application and ancillary software on servers that provide adequate bandwidth and response time for users
- providing adequate network connections
- web access interfaces where required

The SP shall provide a methodology for capture and analysis of application and system resource utilization for the purpose of improving overall performance and availability. During the first year of the contract, the SP shall collect and analyze relevant data and endeavor to make innovative recommendations to result in breakthrough improvements. At a minimum, data captured shall include transaction volumes by subsystem, database volumes, network traffic volumes including bytes of data transacted, bandwidth utilization, CPU utilization, memory utilization and number of concurrent users.

The SP shall perform configuration management and other requirements in accordance with directives or as otherwise directed by the CO/COR. Application upgrades and patches shall be installed in a manner consistent with MMS change control requirements. The SP shall work with MRM to seek to optimize upgrades so as to limit the number of upgrades necessary and to minimize the

disruption to operations and development caused by upgrades and related software freezes; unless optimization leads to extending vulnerability risks. Day to day operational processing and fixes shall be performed in a manner which meets the established reliability requirements of the users, system uptime, and the business needs of the organization. All patches shall be installed within 5 working days of receipt. The SP shall provide access control in order to provide proper rights and privileges to approved users for specific applications. The SP shall maintain access logs and remove rights and privileges for terminated employees within timeframes specified in DOI/MMS directives.

MRM will submit systems improvement requests for modifications or enhancements to existing MRMSS software. The SP shall be responsible for completing the request within agreed upon timeframes. The SP shall provide demonstrations/training of software as needed when major changes have been done to user view screens or software functionality. The training shall occur at least two weeks before user acceptance testing starts.

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide Application Systems Administration	Timely completion of system improvement requests	97% will be completed within the agreed upon timeframes	Review of tracking system of system improvement requests

The SP shall track software problems and requests for enhancements or modifications to software. The SP shall provide a means to track software problems and requests as they arise during acceptance testing, transition, and throughout the system life cycle. The tracking system shall also track resolutions and generate reports for MRM Management and specified functional users upon request.

C.3.2.9 – System and Subsystem Testing for MRMSS

Acceptance testing will be a joint effort between the government and the SP. It will address both the functional and performance requirements as defined by this PWS. All acceptance testing problems shall be documented and resolved prior to final government acceptance. The SP shall develop a performance and capacity test plan for the systems (both COTS and custom) and hardware services proposed under this contract. Performance test results must assure that the software and hardware provided under this contract will provide the capacity and performance to meet the deadlines of all our processes i.e. batch and online.

The SP shall provide testing environment(s) that are approved by MRM, replicates the production environment, and allows testing from remote locations. The SP shall provide support during user acceptance testing (UAT). Regardless of the \$100,000 dollar value, the SP shall test in accordance with the IT Solution Developmental Lifecycle Guide ([IT SDLC](#)). The SP shall thoroughly test software before user acceptance testing. The SP shall report all status and findings to specified MRM functional users who will be allowed to verify the test execution and review all associated documentation. The SP shall ensure that all test results are documented and available for review by MRM and external parties like the Office of the Inspector General or the General Accounting Office. Software will not be migrated to production until it is in accordance with defined user requirements. If software is migrated to production but issues occur that indicate the software does not meet defined user requirements, the SP shall absorb the costs to fix the problem and make the software compliant with defined user requirements in agreed upon timeframes.

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide System and Subsystem Testing for MRMSS	All problems are resolved prior to migration	95% resolution of problems prior to migration	Review of identified problems in UAT
All test scripts & documentation provided to MMS by SP, including SP's testing efforts shall be available for review at least 3 week prior to functional user acceptance testing	100% of the time documentation is provided prior to UAT	MRM Review of contractors documentation	All test scripts & documentation provided to MMS by SP, including SP's testing efforts shall be available for review at least 3 week prior to functional user acceptance testing
Provide Data Elements	SP will communicate new data elements to the MRM Data Administration Team according to the documented MRM process	100% of the time	SP will deliver a list of new data elements and tables to the MRM Data Administration team before UAT begins and then measure against this list before migration to production

C.3.3 – Emergency Preparedness

The SP shall support all emergency preparedness activities to include disaster recovery and continuity of operations planning in accordance with DOI/MMS directives in cooperation with CO/COR. The SP shall furnish fail over capability to

an alternate site for application processing in compliance with OMB Circular A-130.

The SP shall adopt existing and/or create new Disaster Recovery Plans and Continuity of Operations Plans (COOP) for all major IT systems, including general support systems and major corporate/critical applications as defined by the CO/COR. In the case of new Plans, the SP shall develop, execute, obtain approval for, update, maintain, and test the plans. The SP shall integrate all IT COOP into appropriate higher-level COOP. The SP shall conduct and participate in test exercises as required by applicable Disaster Recovery Plans and Continuity of Operations Plans.

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide failover capability	MRM Financial and RIK systems failover to the secondary site will be completed within four (4) hours	100% of the time	Measurement of this SLA begins upon event requiring failover and ends as of the first successful login to the restored MRM FS or RIK system.

C.3.4 – Inventory Control/Government Furnished Property and Equipment

Hardware, software and related material described in Technical Exhibits [TE-04](#) and [TE-05](#) are a mixture of government owned and contractor operated and contractor leased equipment and/or property. Additional Government Furnished Property and Government Furnished Equipment are found in Section J Attachment A.

In accordance with MMS/DOI standards, the SP shall track and supplement the existing property management systems, policies, and procedures to ensure that inventories of Government Furnished Property (GFP) and Government Furnished Equipment (GFE) are properly maintained and updated for all IT related items to include: hardware, software, licensing agreements and maintenance contracts. The SP shall identify and support the CO/COR in the disposal of excess GFP following appropriate directives. Excess GFP disposal includes ensuring sanitation and transfer of sanitized equipment for disposal in accordance with DOI/MMS directives. When applicable, the SP shall coordinate IT inventories with physical inventory personnel to ensure directives compliance.

C.3.5 – Maintenance, Support and Service Agreements Management

The SP shall support management of maintenance and support agreements for hardware and software as specified by the CO/COR. Data depicting the level of proficiency necessary for management of maintenance, support and service agreements is detailed in [TE-03](#). The SP shall ensure that all such agreements are registered with the provider in the name of MRM. The SP shall support management of service agreements including:

- commercial or third party service providers
- Enterprise Resource Planning (ERP)
- pre-paid consulting services

Management activities shall include:

- ensuring continuity of coverage
- ensuring adequacy of coverage
- ensuring agreement information is available, complete, and accurate
- analyzing cost effectiveness

C.3.6 – User Support for MRMSS

The SP shall be responsible for Customer Support. Data depicting the level of proficiency necessary to support current and anticipated workload is detailed in [TE-03](#). Customer Support shall include:

- pre-service, during service, and post-service activities
- administer customer surveys and conduct follow-up discussions with CO/COR
- liaison with the customer

The SP shall provide user support for MRMSS:

- help by telephone or email
- remote control
- support at the desktop/problem area

The SP shall complete account initiation/modification/termination actions within one business day of receipt of a valid request. The SP shall complete account termination actions for adverse terminations immediately. The SP shall manage and respond to MRMSS specific assignments. The SP shall provide environment orientation, overview training, and group training on an as needed basis. The SP shall record, analyze, maintain, prepare and submit quarterly reports regarding problem resolution occurrences and trends.

Account initiation/modification/termination administration includes the following:

- documenting and tracing approvers

- documenting promessions for each user role
- managing user account database to determine user privileges
- conduction quarterly user account audits
- reviewing, audition, and storing System Access Request Forms (SARF)
- tracking allocation of software licenses at the user-level for licensed COTS applications

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide User Support Services for MRMSS	Complete account initiation, modification and termination actions	100 % of the time actions completed within 24 hours	Review help desk ticketing system
Provide User Support Services for MRMSS	Complete adverse termination actions immediately	100% of the time	Notification to CO upon completion
Provide User Support Services for MRMSS	Successful resolution of help desk tickets within 48 hours	98% of the time	Review help desk ticketing system

C.3.7 – Client Application Management

The SP shall perform client application management to ensure the proper planning, design, implementation, deployment, administration and day-to-day operation of MRMSS software applications. The majority of batch processing is run overnight. Nightly batch processing shall be completed prior to normal business hours. Some batch processes are run during normal business hours. The SP shall initiate those other batch processes in a timely manner in accordance with MRM schedules. The SP shall successfully complete all batch operations within specified timeframes. If a batch cycle is not completed, the SP shall notify the MRM designee by 8:00 AM the following business day.

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide Client Application Management	All batch operations will be completed timely	98.5% of the time for mission-critical operations to include AP (D&D both Indian and Federal) processing, Royalty processing, AR processing, GL processing and Reference processing and as further defined by MRM 95% of the time for non mission critical operations	Review of Batch Operations Log

C.3.8 – Security Services

MMS defines Security Services as the protection of information technology assets and the information within or passing through them. Protection is prevention of unauthorized access, use, disclosure, disruption, modification, or destruction in order to ensure the integrity, confidentiality, and availability of IT systems. Integrity means guarding against improper information modification or destruction, and includes ensuring information non-repudiation and authenticity. Confidentiality means preserving authorized restrictions on access and disclosure, including protecting personal privacy and proprietary information. Availability means ensuring timely and reliable access to, and use of information and information systems. Data depicting the level of proficiency necessary to support current and anticipated workload data for delivery of security services is detailed in [TE-03](#).

The SP shall provide Security Services for MRM by complying with requirements set forth in [OMB Circular A-130](#), the Federal Information Security Management Act ([FISMA](#)), and [DOI 375 DM 19](#) and all other applicable security regulations, directives and policies. The SP shall ensure that all sub-contractors are aware of and comply with the requirements in applicable security regulations, directives and policies. The SP shall employ a variety of methods to ensure that Security Services are being accomplished. These methods include:

- security resource protection
- risk management
- program evaluation
- security plan development and maintenance
- auditing tools
- network intrusion detection tools

Threat levels determine the seriousness of an incident. Each threat level triggers a different set of incident handling procedures. The four levels are (1) Critical, (2) High, (3) Medium and (4) Low. Several factors are considered including the scope (e.g., is the threat widespread or localized) and the risk imposed on the affected system.

The following table summarizes the response and the remediation times for each threat level. The response time is the time between the original notification that a threat exists and the time any action related to the threat is taken. Remediation time is the time required to address the issue and it starts after information is disseminated.

Threat	Response	Remediation
Critical	Immediate	<1 Day
High	<1 Day	3-7 Days
Medium	3 –7 Days	7-14 Days
Low	7 –30	14 – 30 Days

Definitions:

Critical Threat Level - The threat poses significant risk to MRM resources or other outside computer systems and requires immediate action.

Impact Analysis Guidelines:

- Immediate threat to life or property
- DOI or MMS systems involved in Internet attacks against non-DOI or MMS computer systems
- Involves a computer system that is classified as trust, national critical information infrastructure or financial.
- Vulnerabilities that require immediate action and response
- Disclosure of sensitive information
- Unauthorized access to sensitive information
- Violation of any law

High Threat Level - The threat significantly impacts computer resources and requires immediate action.

Impact Analysis Guidelines:

- Wide-spread within MMS
- Involves multiple bureaus
- Involves a computer system that is classified as trust, national critical information infrastructure, financial or mission critical.
- Impacts devices accessible from the Internet

Medium Threat Level - The threat impacts the computer resources and requires attention as soon as possible. For example, a medium threat level response would not require action after normal business hours, but is important enough that responding should be made a priority in the normal course of operations.

Impact Analysis Guidelines:

- Involves a business essential system
- May result in disciplinary action
- Denial of Service (DoS)
- Wide spread intrusion attempts
- User account compromises
- Violations of DOI policies

Low Threat Level - Does not immediately impact computer resources but may warrant some research and possible action. Unsuccessful threats in this category are generally considered 'events' and are not reportable.

Impact Analysis Guidelines:

- Network Recon attempts
- Involves computer systems classified as "all other systems"
- Unsuccessful intrusion attempts
- "Social Engineering" attempts
- Unsolicited e-mail
- Hoaxes
- Unexplained system behavior

Reporting Requirements

The requirements for reporting an incident are listed below. They are based on the threat assessment level.

Critical - The incident shall be reported to the System Owner, CO/CORs, and IT Security Staff immediately. MRM will report to [FedCIRC](#) and the Department within 2 hours after it is discovered. An online FedCIRC [incident report](#) must be submitted, and the relevant information entered by MRM into the DOI Computer Security Incident Database (CSID) as soon as possible. MRM is responsible for addressing the incident immediately. Continuous documentation by the SP is essential.

High - The incident shall be reported to the System Owner, CO/CORs, and IT Security Staff within 24 hours after it is discovered. MRM will report to FedCIRC and the Department immediately after it is discovered. An online FedCIRC incident report must be submitted, and the relevant information entered into the DOI CSID as soon as possible by MRM. MRM is responsible for addressing the incident immediately.

Medium - The incident must be reported to the System Owner, CO/CORs, and IT Security Staff within five (5) business days. MRM will report to FedCIRC and the Department. An online FedCIRC incident report must be submitted, and the relevant information entered into the DOI CSID as soon as possible by MRM. MRM is responsible for addressing the incident within three (3) business days of the report.

Low - Actions in this category are generally categorized as ‘events’ unless they become successful. For example, if an e-mail containing a hoax is received but the user takes no action other than deleting the e-mail, it would be classified as an event and not reportable. However, if the user follows up on the hoax and loses money, then it would be an incident and must be reported.

Network scanning is generally not reportable unless the scanning IP source address is from a foreign country.

MRM is responsible for addressing the incident as resources permit. The SP is responsible for supporting MRM in addressing all incidents.

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide IT Security Services	Critical security incidents must be reported to System Owner, CO/CORs and IT Security Staff immediately after they are discovered by the SP.	All critical incidents will be reported timely 100% of the time.	Review of DOICIRC incident reports
Provide IT Security Services	High security incidents must be reported to System Owner, CO/CORs and IT Security Staff within 24 hours after they are discovered by the SP.	All high incidents will be reported timely 100% of the time.	Review of DOICIRC incident reports
Provide IT Security Services	Medium security incidents must be reported to System Owner, CO/CORs and IT Security Staff within 5 business days after they are discovered by the SP.	All medium incidents will be reported timely 100% of the time.	Review of FedCIRC incident reports

C.3.8.1 – Security Resource Protection

The SP shall protect all MMS/DOI unclassified and classified information and information systems under its management. The SP shall control all information systems at all times commensurate with the risk and magnitude of harm that could result to national security interests and MMS/DOI missions and programs resulting from a loss of confidentiality, availability, or integrity of the information or systems. The SP shall serve as senior network security technical advisor, and perform a detailed examination of the security management and monitoring procedures/resources required to keep MRM in compliance with Federal security directives and best business practices.

For the MRM portion of MMSNet, the SP shall provide network vulnerability scanning services and analysis, and track configuration vulnerabilities of SP supported systems. The SP shall report these results, corrective actions taken, and vulnerability mitigation to the CO/COR monthly. The SP shall establish, implement, and maintain the following controls:

- limit and control outside visibility to MMS/DOI systems
- limit and control access to the same systems
- limit and control network interfaces across security boundaries
- monitor and report anomalous, security related (network) activity

The SP shall provide security and network support services for MRMSS 24 hours a day, seven days a week that include:

- responding to real or potential security events
- responding to Federal data calls or other mandated reporting requirements
- providing after-hours security support for the MMS/DOI networks and all associated Program Offices and field sites.
- Notification of System Owner, CO/CORs, and IT Security Team immediately but not to exceed two hours of incident detection
- coordinate response(s) to all incidents involving malicious or suspicious code
- respond to malicious attacks, provide technical advice when required, and collect incident tracking information.
- maintain a database of all pertinent information relating to malicious code encounters and incidents including: the name of the malicious/suspicious code, affected user(s), organization, location, source, affected media, and whether the incident was internal or external to MMS/DOI.
- coordinate with other Federal elements and contractors as needed.

The SP shall implement tools as necessary including configuration and dissemination mechanisms, filtering, blocking, and auditing. The SP shall provide

senior expertise, guidance, resources, and analysis for organizational and enterprise protection audits as required.

The SP shall provide reports of incidents on a monthly basis to the MMS CIO, CO/COR, and others as necessary. The SP shall ensure that all definitions files for protective software are kept current, within 24 hours of release of the new definitions either through manual or electronic means.

C.3.8.2 – Security Planning

The SP shall develop and maintain approved Security Program Plans (SPP) for MRMSS in accordance with the applicable Program Security Plans (PSP). The SP shall submit plans for review and update when operational considerations (e.g., risks, threats, security assessment configurations, vulnerabilities, or security directives) change significantly, or as required by relevant directives. The SP shall update the SPP on an annual basis on the anniversary of the contract award date.

C.3.8.3 – Security Risk Management

The SP shall develop and facilitate or lead risk analysis and implement a CO/COR approved risk management approach for protecting information and information systems for MRMSS as described in the SPP. The SP shall document the risk management process, and this process must be used to support informed decisions related to the adequacy of protection, cost implications of further enhanced protection, and acceptance of residual risk.

The SP shall complete self- and peer-assessments as described in NIST 800-26 (<http://csrc.nist.gov/publications/nistpubs/800-26/sp800-26.pdf>) to ensure it meets minimum requirements.

C.3.9 – Quality Assurance for Software Development

The contractor shall provide, as part of his proposal, a methodology for testing and validating software development, installations, and modifications. This methodology shall thoroughly prove to MRM that the software will work in the production environment prior to initial use by the end user.

The plan shall address issues including:

- Does the product description meet MRM' requirements?
- Is the software product functionality clearly described?
- Does the product run on MRM equipment and can it be integrated with other MRM systems?

- Does the product interface with other software products in use or under evaluation?
- Can the user product testing be accomplished from remote locations?

The SP shall submit a Customer Satisfaction Measurement Plan to MRM for acceptance after contract award, but before contract start. The plan shall demonstrate the SP's ability to measure customer satisfaction with software development, installations and modifications. The results of the measurement plan execution will be included in the SP's performance evaluation.

All testing shall include, but not be limited to, volume testing, stress testing, consistency testing and robustness testing, i.e., run scenarios with wrong inputs or with failing connected equipment and evaluate the robustness of the software. The plan shall also include the ability for simultaneous testing of multiple application environments.

C.3.9.1 – Quality Assurance Evaluators (QAE)

The Government will evaluate the SP's performance. The Quality Assurance Evaluators (QAE) and designated alternates are representatives of the CO and will participate in the administration of this contract.

The QAE or alternate will inform the SP and the CO/CORs when discrepancies occur and the CORs shall request corrective action. The QAE or alternate will make a notation of the discrepancy with the date, time and discrepancy that was noted; and request the authorized SP representative to initial the entry and provide the appropriate corrective action.

C.3.9.2 – Quality Control Plan

The SP shall establish and maintain a complete Quality Assurance Surveillance Plan to ensure the requirements of this contract are provided as specified. The CO will notify the SP of acceptance or required modifications to the Plan before the contract start date. The SP shall make appropriate modifications (at no additional costs to the government) and obtain acceptance of the Plan by the CO before the start of the first operational performance period. The Government has the right to require revisions of the Plan (at no cost to the Government) should the incorporated Plan fail to control the quality of the services provided at any time during the contract performance. The Plan shall include the following:

- A description of the inspection system covering all services listed.
- Specifics as to the frequency of the inspections.
- The title of the individual(s) who shall perform each inspection and their organizational placement.

- A description of the methods for identifying, correcting and preventing defects in the quality of service performed before the level becomes unacceptable.
- On-site records of all inspections conducted by the SP. The inspection record's format shall include:
 - Date, time and location of the inspection.
 - A signature block for the person who performed the inspection.
 - Rating of acceptable or unacceptable.
 - Area designated for deficiencies noted and corrective action taken.
 - Total number of inspections.

The SP shall develop and implement accountability procedures for key control.

C.3.10 – Continuity of Operations Plan

As part of the proposal, the SP shall provide a Continuity of Operations Plan to describe how continuity of operations will be assured. This plan shall include methods for meeting performance standards when the workload fluctuates due to planned and unplanned events. After the initial performance period, the SP shall submit a revised written plan no later than August 1st of each year, updating the previous year's plan to take into account all lessons learned. The SP's plan shall address the following events and situations:

- Recruitment methodology, hiring difficulties and risks and seasonal hiring.
- Identification of risk areas
- Sudden short- and long-term workload increases and decreases.
- Strikes by employees, sub-contractors and major vendors used in support of this PWS.
- Disasters.
- Adverse weather conditions.
- Loss of essential operational functions.

The SP shall address the following aspects for the events and situations above:

- Describe the response (both initial and subsequent) to the situation to assure continued operations.
- Identify the potential resource requirements and how additional resources will be obtained.
- Describe the processes or approaches of communications and coordination needed with the Government (i.e., the need for a control center, meetings and reports.)

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Submit Continuity of Operations Plan with proposal and by Aug. 1 to COR	Plan will be submitted timely	100% of the time	MRM Review of Plan

C.3.11 – MRSS Network Connectivity

The SP shall provide network connectivity activities that support connectivity at the Lakewood, CO facility. Connectivity shall also be provided between Lakewood, CO and the EDI contractor. The SP shall provide VPN capability for business and disaster recovery.

Access to the MRM Citrix portal is granted to the STRAC community in various locations and to telecommuters and other government agencies. MRM external customers including the energy industry are provided access to an Internet-facing MRMDW portal currently located in Annapolis, MD.

C.3.12 – Print Services

At the conclusion of the exception processing batch run, print runs are generated for invoices and other miscellaneous print products. Print runs are normally generated two to three times per week. The SP shall execute the print run and deliver the printed products to CO/COR within three business hours of print completion. The average print job is approximately 20,000 pages per run.

C.4 – GENERAL REQUIREMENTS

C.4.1 – Documents

All reports, work plans, agendas, presentations, process flows and other documents developed or generated by the SP under this contract shall be viewable and editable in MS Office suite products (compatible with MRM's current version).

C.4.1.1 – Software Related Documentation

The SP shall provide independent access to all SDLC documentation, including:

- Design documentation; e.g., Conceptual design, general design and detailed design
- Business/Functional Requirements

- Test Plans, Results and Documentation
- Source Code

C.4.2 – Place of Performance

The SP shall be responsible for operations and support for MRMSS covered by this Performance Work Statement. Generally the place of performance is located in Lakewood, CO. The SP is also responsible for all operations and support for MRMSS provided by their subcontractors performing under this contract, no matter the location of the subcontractor. See [TE-04](#).

C.4.3 – Hours of Operation

The SP shall be responsible for 24X7 operations of the MRMSS environment, and on-site support from 6:00AM to 6:00PM Mountain Time, Monday through Friday, excluding Federal holidays; and on-call support from 4:00AM to 6:00AM Mountain Time and 6:00 PM to 8:00PM Mountain Time Monday through Friday, excluding Federal holidays.

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	All MRMSS will be accessible online 99.5% of the time. Exception is scheduled downtime or events beyond the control of the SP.	Review help desk ticketing system
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	Notification of system downtime will be sent to the user population within one hour of problem being reported 100% of the time	Review help desk ticketing system
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	The system cannot be down for more than one (1) hour per workday 99% of the time	Review help desk ticketing system
Provide 24x7 operations of the MRMSS environment and 6AM to 6PM MT on-site support	Accessibility of MRMSS	Scheduled downtime agreed upon between the SP and MRM at least 2 hours prior to commencement 100% of the time	Review help desk ticketing system

C.4.4 – SP Project Manager

The SP shall provide an on site Project Manager (PM) and an alternate responsible for all work performance. The SP Project Manager or alternate shall be available Monday through Friday during MRM core business hours (6:00 a.m. – 6:00 p.m. Mountain Standard Time). The name of the PM and alternate who shall act for the SP when the PM is not available, shall be designated in writing to the Contracting Officer (CO). The PM or alternate shall return phone calls from the MRM within 2 business hours. The PM and alternate shall fluently read, write, communicate, and understand English.

C.4.4.1– SP Project Manager Certification

The SP Project Manager and alternate shall be required to possess and maintain certification as Project Management Professional (PMP) or equivalent experience, in accordance with ANSI Standard ANSI/PMI 99-001-2000 and Department of the Interior OCIO [Directive 2004-019](#).

C.4.5 – Training

C.4.5.1 – Training and On-the Job Training

The SP shall provide initial and refresher training to ensure that their employees are empowered with the knowledge and skills necessary to perform the job. Topics shall include pertinent technical training on the use and maintenance of all COTS products being utilized for MRMSS, as well as all proprietary software.

The United States Standard General Ledger (USSGL) provides a uniform Chart of Accounts and technical guidance used in standardizing federal agency accounting.

The [USSGL](#) Supplement (released annually) is composed of five major sections:

- Chart of Accounts
- Account Descriptions
- Accounting Transactions
- USSGL Attributes
- Report Crosswalks

The SP shall provide as part of his proposal an explanation of how this expertise will be provided to MRM.

The Government shall not reimburse the contractor, nor pay for any tuition or fees for any classes or courses taken by contractor personnel, during the life of this contract from private sources unless such training is required by the government for fulfillment of unique requirements/skills needed under this

contract and approved by the Contracting Officer before enrollment. The Contracting Officer's approval must be obtained prior to attendance of any Government furnished courses/training.

C.4.5.2 – Mandatory Training

The SP shall ensure its employees complete all MMS/Department of the Interior (DOI) required IT Security training. The SP's employees shall complete the IT Resources Rules of Behavior training before being granted access to MMS/DOI data and within one day of being issued a user account. The current training requirements are: (1) annual end-user IT Security Awareness (one hour), (2) annual IT Resources Rules of Behavior (one hour), and (3) annual IT security training for IT professionals (eight hours). The SP shall submit a letter to the COR and CO certifying each employee's completion of the required training. This letter shall include; (a) employee's name, (b) description of training, and (c) date training completed.

C.4.6 – Meetings

The SP shall attend meetings scheduled by MRM officials. The SP shall be responsible, along with MMS, for proposing agenda items, hosting these meetings and preparing meeting minutes. For example, topics shall include results of the measurement plan, maintenance schedules, proposed upgrades and proposals for improvements in service delivery under the contract.

C.4.7 – Monitoring

The SP shall perform monitoring and reporting of system activities, availability and utilization. Included in this activity is the management of system and application reporting, maintenance of operations logs, collection, analysis and reporting on usage statistics and failure diagnostics.

C.4.8 – Earned Value Management (EVM)

Earned Value Management (EVM) is a project management tool that integrates contract performance with schedule and cost elements in order to optimize investment planning and control. Its main objective is to compare the actual earned value of a given IT project against the established baseline cost, schedule and performance goals to identify variances and their magnitude.

The SP shall use an EVM system that complies with American National Standards Institute/Electronic Industries Alliance (ANSI/EIA) [Standard 748](#) to manage performance under this contract. The SP shall ensure use of the software manufacturer's current version at time of contract award.

Contract award may be made contingent on the Government's formal validation and acceptance of the SP's EVM system. Validation and acceptance shall occur within 30 calendar days after the contract is awarded.

OMB Circular A-II, Part 7 contains government-wide guidance on EVM. A copy of ANSI/EIA Standard 748 may be obtained from the American National Standards Institute. OMB Circular A-11 Part 7 is available as a download from the [OMB web site](#).

As part of EVM system acceptance, the Government will require an Integrated Baseline Review (IBR) within 30 calendar days after the contract is awarded. The objective of the IBR is for the contractor and Government to jointly assess technical areas, such as the contractor's planning to ensure:

- complete coverage of this performance work statement (PWS);
- logical scheduling of the work activities;
- adequate resources; and
- appropriate methodologies for calculating earned value on a continuous basis.

The CO may require additional IBRs when significant options are exercised or when other major modifications are made. Such reviews will normally be scheduled before award of the contract action.

After the formal acceptance of the IBR, the SP's EVM system shall provide the following information on a monthly basis, at the agreed-to work breakdown level that is necessary to conduct earned value analysis on an ongoing basis:

- (a) Budgeted cost of work scheduled (planned value) (BCWS)
- (b) Budgeted cost of work performed (earned value) (BCWP)
- (c) Actual cost of work performed (actual cost) ACWP
- (d) Budget at completion (BAC)
- (e) Estimate at completion (EAC)

Performance graph(s) plotting past data and future projections of budgeted and actual costs. Monthly project reports will need to include all the necessary information to complete the following EVM variance analyses on a continuous basis:

- (a) Cost variance (CV) = $BCWP - ACWP$
- (b) Cost variance % = $CV/BCWP \times 100$
- (c) Cost performance index (CPI) = $BCWP/ACWP$
- (d) Schedule variance (SV) = $BCWP - BCWS$
- (e) Schedule variance % = $SV/BCWS \times 100$
- (f) Schedule performance index (SPI) = $BCWP/BCWS$
- (g) Estimates of EAC:
 - (i) $ACWP \text{ cum } +1/CPI \text{ cum } \times (BAC - BCWP \text{ cum})$
 - (ii) $ACWP \text{ cum } +1/(CPI \text{ cum } \times SPI \text{ cum}) \times (BAC - BCWP \text{ cum})$
- (h) Variance at completion (V AC) = $BAC - EAC$

(i) Variance at completion % = VAC/BAC X 100

Project reports shall explain the reasons for all variances that exceed the statutory threshold of 10% (or some lower agreed upon percentage). They shall discuss the corrective actions that will be taken to mitigate all variances identified, the risk associated with the actions, and how close these actions will bring the project to the original baseline.

Based on the work accomplished, project reports will explain whether the performance goals will be achieved, and the impact to the cost and schedule goals as defined in the Performance Measurement Baseline.

Unless a waiver is granted by the CO, changes to the SP’s EVM system require approval of the CO prior to implementation.

The SP shall permit access to all pertinent records and data, as requested by the CO/COR. This access will permit the Government to ensure that the EVM system conforms, and continues to conform, to EVM guidance.

Performance Requirements

Performance objective	Performance standard	Acceptable quality level (AQL)	Monitoring method
EVM validation and acceptance 30 days after award and award of options and/or award terms are exercised.	Plan will be submitted timely 100% of the time.	100% of the time	MRM acceptance of the Plan
EVM Monthly Reports	Reports will be submitted timely 100% of the time	100% of the time	MRM Review of the Report

C.4.9 – Transition – Phase In Phase Out Services

1. TRANSITION PLAN. The contractor shall assume responsibility for all functions, identified in the PWS, within (4) four months or less after contract start date. The contractor shall ensure full staffing is available in each functional area. New contractor shall observe, interface, and work with the incumbent work force, starting with the first day of the performance period. The contractor shall provide and maintain properly trained, qualified, and/or certified personnel; starting with the first day of the performance period.

1.1. Personnel mobilization and training shall take place prior to assuming responsibility for each function. During the mobilization period the contractor employees may observe the

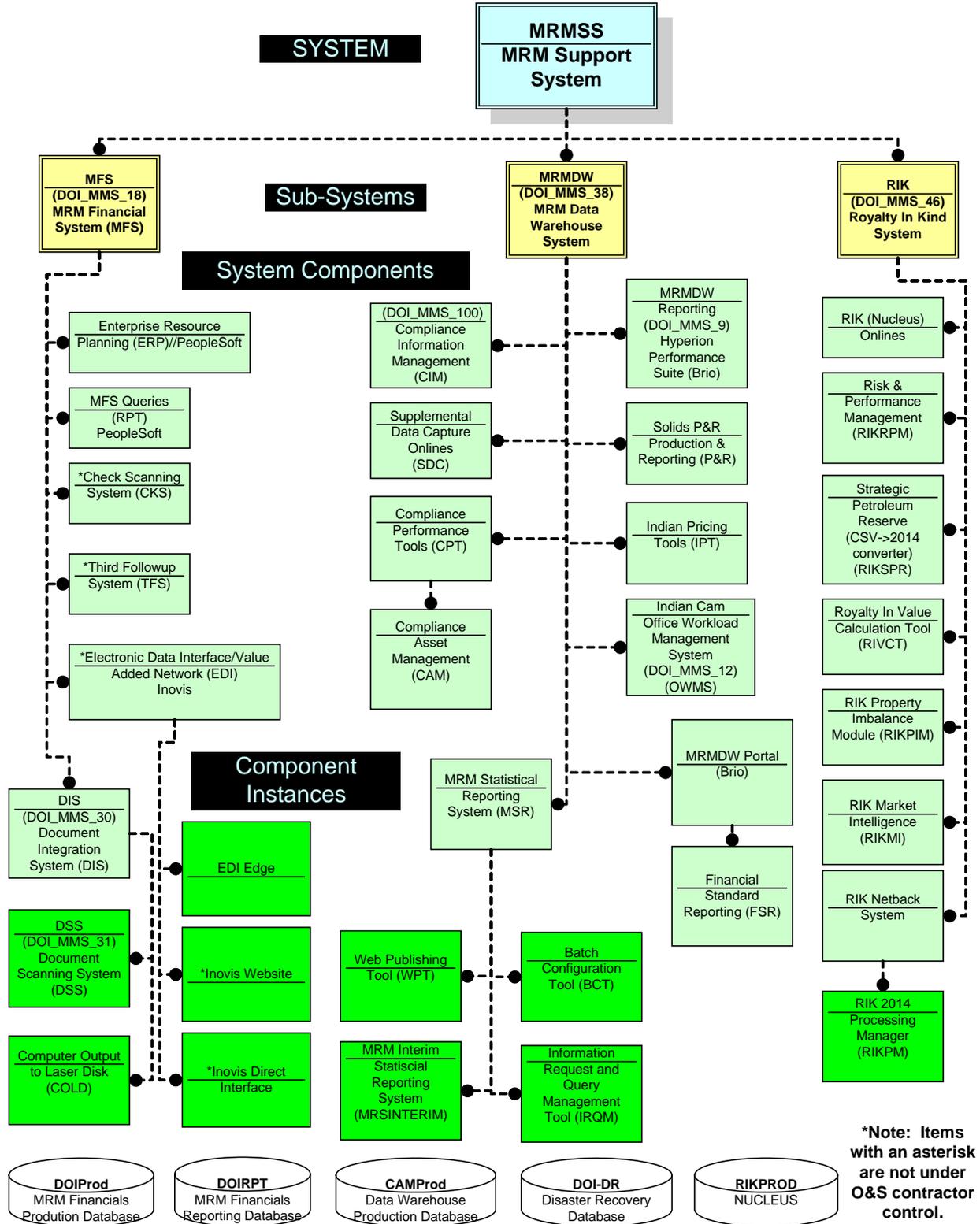
incumbent work force. Not later than thirty (30) days prior to the start of the basic contract period, the contractor and a government representative shall conduct a joint inventory of all government-furnished items: equipment, materials, listed in Technical Exhibit 4 and Section J of the PWS. The contractor shall assume full responsibility for these inventories upon completion.

1.2. During the transition period, incoming employees shall work with the incumbent work force of remaining personnel until they are capable of assuming full responsibility for the operation, as determined by the government and the contractor's proposed mobilization plan, as submitted. During the period prior to contractor full assumption of responsibility, where both contractor employees are assigned to a functional work area, the exiting contractor retains responsibility for work performed, but will not act in a supervisory capacity over new contractor employees. The contractor's mobilization/transition plan shall describe how and when assumption of these responsibilities will occur and include a schedule of transition/incremental assumption data. The intent of this transition period is the efficient gradual transfer functional/mission responsibility from the exiting contractor to the new contractor. The contractor shall be able to accomplish all the responsibilities without the aid of the exiting contractor work force by the full assumption date.

1.3 Numerous tasks are required for transition, the most important being transition of the data center from the exiting contractor to the new contractor. This will entail cooperation between the contractors and the government and shall be defined in the transition plan along with Certification and Accreditation timelines.

Technical Exhibit (TE)-01 – Applications Supporting MRM

MRMSS System Decomposition Diagram



MFS CUSTOMIZATION DETAILS – TECHNICAL EXHIBIT 01

TE-01.1 MRM FINANCIAL SYSTEM (MFS)

The MFS Sub-system is a mix of customized software and heavily modified COTS products. Though not a part of the MFS Sub-system; the following two systems, CKS and COLD interface with MRMSS. CKS allows imaging of paper checks into the MFS Sub-system. Application Extender (COLD) is a repository containing copies of reports from the MFS/MRMDW Sub-systems, as well as electronic copies of all checks. Another component of the MFS is the EDI/Value Added Network (VAN) component. This component allows data to transfer from the reporter to the MFS. The volume of data reported from the [Form MMS 2014](#) “Report of Royalty Remittance” is approximately 3,321,396 lines of data and 33,200 reports, from the Form MMS 4054, “Oil and Gas Operations Report (OGOR)” Parts [A](#), [B](#) and [C](#), [Form MMS-4058](#), and the “Production Allocation Schedule Report (PASR)” are 4,320,000 lines of data and 384,000 reports.

EDI/Value Added Network and CKS use mid-range server hardware running Microsoft Windows Server® software. CKS uses an Oracle® database. The PeopleSoft® New Financial System has been customized and contains, processes and reports on current data related to the MRM customer's mineral production, their payments to MRM and the distribution of the payments to designated Native American, Federal and State and some county recipients.

The MRM Financial Sub-system and reporting servers are configured in a high-availability cluster using cluster hardware and EMC technology. The cluster enables each box to act as a fail-over to assume the processing load of the other box should any critical hardware components fail. See [TE-04](#) for further description.

1.A Production

The MRM Financial System includes a customized Production module to meet the responsibility of processing, validating and storing OGOR, FMP and PASR production documents. The Production module will load, validate, process and store all production documents. In addition, it will provide the means for MRM personnel to perform corrections and related functions to production documents.

The Production module design consists of the following batch processes:

- Production Batch Definitions: The production batch processes will load all received and manually created OGOR, FMP and PASR production documents.
- Move OGOR Production Batch Process: This batch process will provide the ability for the user to make changes. The batch process will update all relevant OGOR documents.

- **Transmission Batch Processes:** The transmission batch processes will transmit relevant OGOR and PASR production information received and processed by MRM to BLM, OMM, BIA, States or Tribes.
- **Missing Production Batch Definition:** The missing production batch processes identify production documents that are due to MRM, but have not been received. A separate batch process is developed to identify missing documents for each production document type.

1.B Royalty

The MRM Financial System includes a custom Royalty module to meet the responsibility of processing, validating, and storing 2014 royalty documents received from payors. The Royalty module loads, validates, processes and stores 2014 documents. The Royalty module also provides the means for MRM personnel to perform corrections and related functions to 2014 documents. The Royalty Module will serve as primary input into the Accounts Receivable and the Lease Account Balance modules.

The Royalty module design consists of the following batch processes:

- **Royalty Batch Definition:** The Royalty 2014 Batch process is the primary loading and batch validation process performed on all received and manually created 2014 documents.
- **Raw Royalty Data Transmission to Tribes:** This batch process will create a transmission file containing all 2014 documents in original form prior to processing by MRM. The transmission is sent to the applicable Indian Tribes.
- **Confirmation Reports to Royalty Payors** are included in the Report Design.

1.C Reference

The MRM Financial System includes a customized Reference Data module to meet the requirements of processing, validating and storing contractual instruments. In addition, the Reference module will load, validate, process and store Well, Facility, and Mine reference data and maintain relationships between these components.

The Reference Data module design consists of the following batch process:

- **Reference Batch Definitions:** The Reference batch processes will process data from outside agencies into the MRM Financial System. New records are created, updated and modified through these batch processes. Error correction is accomplished through online staging panels where incoming data can be corrected before returning to the batch process for acceptance into the MRM financial system.

1.D Accounts Receivable

MRM uses PeopleSoft® Financials for Government and Education (PeopleSoft) - Accounts Receivable to track customers obligations for rent, bonus (includes deferred bonus), royalty (RIV), fair market value (RIK), and bills. PeopleSoft® stores customer information, generates receivables, stores payments, matches payments to receivables and performs many different maintenance activities.

MRM uses the delivered Accounts Receivables functionality along with customizations to meet all business needs.

We generate receivables manually or from an interface (Royalty, Courtesy Notices, Billing). Annually there are approximately, over 100,000 receivables created. We also receive over 60,000 payments electronically and/or paper form annually. We apply those payments to receivable automatically or manually through hourly online batch or nightly batch. MRM utilizes delivered batch processes.

Generate Receivables Interface: This program will generate royalty, rent and bonus receivables in PeopleSoft® AR from the reference and royalty data in a nightly batch process.

1.E Accounts Payable:

MRM uses PeopleSoft® -Accounts Payable functionality to generate and track voucher and payment information used to disburse money to MRM recipients.

MRM uses the delivered PeopleSoft® Accounts Payable functionality with minor customizations to meet the disbursement requirements.

1.F Distribution & Disbursement

MRM uses a custom-developed Distribution & Disbursement module to distribute and report revenues owed by holders of mineral leases on Federal and Indian lands. This module is used in conjunction with the PeopleSoft® delivered Accounts Payable module to meet MRM's distribution and disbursement business needs. Payables are generated for receivables at different times during the month. For Indians, we generate payables and distributions Indians twice monthly. For federal we generate payables on average three times and distributions once monthly.

The Distribution and Disbursement module batch process are:

Generate Payables. This function involves generates payable lines at the level of detail represented on the Explanation of Payment (EOP), applying automated business rules to those payable lines regarding status for distribution and giving

authorized MRM personnel an opportunity to make any manual adjustments necessary. This function updates the Royalty and Receivable records to ensure that all the data is synchronized properly. We also generate approximately over 9 million lines of data for the EOP annually.

Disbursement. This function generates the PeopleSoft® vouchers from the payable detail lines in order to generate payments and update the General Ledger. This area also includes processing to update the payable detail line records with the disbursement information for tracking and reporting. Based on Payable Detail Lines, Accepted Royalty and Reference Data information, the Explanation of Payment (EOP) is created. Generating the SF-1081 that is sent to OTFM on a daily basis, and updating the Lease Account Balances, are covered in the disbursement section. We generate approximately over 9 million detail disbursement lines annually.

1.G Exception Processing

The MRM Financial System includes a customized Exception Processing module to generate the exception lines that feed the delivered PeopleSoft® Billing module. Exception Processing identifies all financial terms, interest and Indian over-recoupment exceptions and provides the detail information required to research, modify, verify and issue bills.

The Exception Processing Module consists of several batch processes. Three batch processes identify the financial term, interest and Indian over-recoupment exceptions. A fourth batch process terminates deficient terminable leases and flags the nominally deficient terminable leases. (Financial Term Batch Definition, Interest Batch Definition, IOR Batch Definition, Terminate Batch Definition) Finally, a fifth batch process groups lines by exception type and customer number, and creates bills in the billing module. This interface also moves the detailed information related to interest or Indian over-recoupment bills.

1.H Billing

MRM uses PeopleSoft® Billing to create, modify and generate bills in printed or electronic format. Bills originate from exceptions detected by the Exception Process, or by manual entry directly into Billing. The invoices created in the billing module are configured such that they update the accounts receivable Item table at the line level (thereby updating customer balances). We currently generate approximately over 800 invoices per month with the average invoice having over 2,000 lines. Because of backlogs, this average is under estimated.

MRM uses PeopleSoft® delivered Billing functionality along with customizations to meet all business needs. Currently, we have bill attachments, which include a letter and detail reports that accompany the invoice. There are approximately

800 letters and detail reports per month. We also have a batch process that currently runs three times a week. This batch process is called load AR.

1.J General Ledger

MRM uses the PeopleSoft® General Ledger module to track the accounting journals resulting from activity entered throughout the PeopleSoft® system. The General Ledger module is a repository for all accounting information originating in the Accounts Receivable, and Accounts Payable, as well as in the General Ledger module.

We process journals using both suspense and error processing functionality. We enter journals manually using online panels approximately 20 per month. We process approximately 100,000 journal lines annually in batch using edit checking and posting processes.

1.K Lease Account Balance

The MRM Financial System includes a customized Lease Account Balance module to track the status of lease related financial obligations. The Lease Account Balance module processes and stores all transactions contributing to the following Lease Account Balance types: Estimates, Indian Recoupment, Rent, Minimum Royalty, Advanced Royalty, Bonus, Right of Way, Gas Storage Agreements and Well Fee financial obligations. In addition, the Lease Account Balance module provides the means for MRM personnel to view all lease account balances on-line.

The Lease Account Balance module design consists of the following batch process:

- Batch Process Definition: The Lease Account Balance batch process will process all pending LAB transactions and update existing or create new Lease Account Balances, as appropriate. There are approximately 6 million transactions annually.

1.L Appeals Tracking System (ATS)

The Appeals Tracking System (ATS) is within the People Soft Financial System and interfaces with the Financial System AR data warehouse. Based on a bill number in the Appeals Tracking System, the bill is located in the AR system and the bill status is set to in-dispute. Queries and reports for ATS are run using the Hyperion System.

ATS is designed to allow for tracking appeals during their entire lifecycle by system-assigned docket numbers. Users may enter aging, extension and closure milestones. AD Due Date and Department Due dates are automatically calculated, complying with the [Federal Oil and Gas Royalty Simplification and Fairness Act](#) (RSFA).

There are approximately 20 users assigned to use this system.

1.M Electronic Data Interchange (EDI)/Value Added Network (VAN)

The EDI/VAN is a data transfer service for 2014, OGOR and PASR data. Reporters log into the Inovis web site where they enter data that can include items such as product disposition, sales/production volumes, royalty due and well status. This report is transmitted via FTP to Annapolis, MD where a server resides and accepts/stores the information in EDI format. A tool (eVision) is run against the data (daily, scheduled approximately 3:00 PM Mountain Time) which performs an archive of the raw data, translates the data into ASCII format and creates a .txt file(s).

Another tool (Informatica) runs against the translated .txt data and performs a load to the data into Oracle® database tables. Data validation through a PeopleSoft® job is run and if the data passes, it is then bundled and put into a batch process that moves it to a web portal service (BRIO). In those cases where data is rejected, the logs are sent to MRM who contact the reporter to facilitate correction and resubmission. PeopleSoft® reports are also sent to COLD for archival.

In the case of accepted and loaded data, operators having valid credentials within the MMS Active Directory can then log on and access their data.

PeopleSoft®'s EDI Manager is a PeopleSoft® delivered tool that supports EDI processing and mapping. At a high level, EDI Manager converts the data in PeopleSoft® Business Documents (PSBDs) to PeopleSoft® Staging Tables. For incoming transactions, MRM Reporters will submit EDI formatted X12 reports to the contractor. The contractor shall receive and convert the reports into PSBDs. A PSBD may also be generated from a legacy system.

MRM uses the Inovis VAN, which supports a wide range of data formats as well as connectivity, access, transport and security options. They include:

- Data formats: EDI, XML, RosettaNet and EDI-INT
- Connectivity: Internet, dial-up, frame relay and leased lines
- Access: Event-driven and store-and-forward mailbox capabilities
- Transport: HTTP, FTP and SMTP
- Security: SSL, S/MIME, IPSEC, VPN and PGP

1.N Other Financial System Components

Financial Reporting database contains the full instance of all PeopleSoft® tables to support ad hoc queries and reports. It is synchronized nightly with the production database, using disk-mirroring technology. It is directly accessible by a subset of the 200 named financial users.

Historical database is a complete history of all royalty and production transactions tables plus selected financial tables. It provides MRM personnel access to data that is older than the 2-5 years of data that is maintained within the MFS. It also maintains supplemental Compliance data. The Historical database is directly accessible by named user Oracle® licensees providing access to queries, reports, batch programs and other database links.

Workflow is used to route approval for:

- 1) Modification to processed royalty documents
- 2) Write-off of receivables, and
- 3) Issuing refunds to industry.

Hyperion (BRIO) interfaces with ApplicationXtender (COLD) to deliver reports - Reports get to COLD via an SCP script that runs using a UNIX emulator called Cygwin that is installed on IMDENCOLDX.

TE-01.2 MFS/MRMDW/RIK Data Mining Tools

2.A Queries and Reporting (currently using the HYPERION suite of tools [formerly BRIO])

Data Mining Tools allow MRM users, customers and business partners to access MRM data through Internet Explorer. Users can access interactive HTML reports and print, download, or email them in multiple formats. With built in security, report categorization, automatic versioning and archiving, these tools provide a complete Web-based report distribution and management solution.

Data Mining Tools have centralized, enterprise-class servers that deliver secure, reliable access to the Data Warehouse. The entire set of tools and servers is fully integrated with a common user interface, data standard and security model to ensure fast deployment and adoption across MRM.

2.B Data Mining Tools currently provide MRM with the following functionality:

Allows development and deployment of analytical applications with the following functionality:

- Provides capabilities and centralized solution administration for developers, DBAs and system administrators
- Enables advanced drill-anywhere ad-hoc and analytic capabilities
- Delivers query, analysis, reporting, and development without direct administration of data sources
- Allows users to build queries and perform analysis without creating data models or accessing the database.

- Enables users to schedule queries to process on a regular basis or during convenient off-hours, and then distribute the results across a network or to an intranet.
- Ensures secure access to Server for all users, with database repository and user-level security

2.C Access to Data Mining Tools

These services each handle a specific activity and are designed to ensure a scalable, broad-based reporting and information delivery system which:

- Uses Active Directory lookup and initialization service to other service agents and manages their configuration information.
- Provides session-management services and acts as a gateway server to the service agents that actually fulfill user requests.
- Authenticates users who connect to its client service.
- controls what users can see and access using browser-based client service
- Serves as an administration tool that simplifies management of users, objects, categories, services and schedules.

MRM supports access to approximately 100 queries, profiles and standard/ad hoc reports.

Data Mining Tools User Community	
User Community	Approximate Number of Users
MMS	250
STRAC	120
Other Government Agencies	260
Industry	900

2.D MRMDW Sub-system Components and Description

Access to the MRMDW is provided through a HYPERION portal using custom developed query/report tools. These customized tools within HYPERION include “canned” (pre-written and stored) reports and microcubes, specialized tests, information tracking tools, and other various query tools. Row Level Security ensures these users may see only data that pertains to them.

Other MRMDW business processes are technical services, documentation, operations and support services, program management, training and communications.

2.E Indian Compliance and Asset Management (ICAM) - Workload Management System

The ICAM automates many of the tasks involved in tracking and managing Native American Inquiry Resolution and Outreach programs. The system allows users to load information about work activities and to retrieve it in various ways. The system helps serve the Native American mineral owners by giving the ICAM user access to information about customer questions and problems, including built-in management reports.

The basic system is divided into two modules:

- Inquiry Resolution
- Outreach

The Indian CAM Workload Management System is a web-based application that uses the .NET technology suite that has also been successfully implemented for RIK and Compliance Information Management (CIM) solutions. Navigation of the application is driven by the use of menu buttons, data grids, labels and pushbuttons, appearing on all pages of the application. Security of the application is ensured by assigning each user to a role. Only the authorized roles can edit or update data. The Indian CAM Workload Management System employs a combination of database edits and form edits to ensure that data integrity is preserved throughout the system. Only authorized MRM Indian CAM employees have access.

The system currently supports eleven reports and two queries.

2.F Compliance Information Management (CIM)

CIM manages cases, sub-cases, findings and collections applicable to various compliance activities (i.e. – audits and compliance reviews).

The CIM is a web-based application that uses the .NET technology suite. Navigation of the application is driven by the use of menu buttons, data grids, labels and pushbuttons, appearing on all pages of the application. Security of the application is ensured by assigning each user to a role. There are five roles involved in the application. Only the authorized roles can edit or update data. The CIM employs a combination of roles, database edits and form edits to ensure that data integrity is preserved throughout the system.

CIM has eight standard reports available to all users that utilize Crystal Report software. The system also currently supports two Hyperion queries used as data mining tools.

The CIM Production server has six gigabytes of memory. In order to access all available memory, an option in Windows 2000 Advanced Server called Physical Address Extension (PAE) must be enabled. There are three types of users accessing the CIM, local MRM users, dialup MRM users and STRAC users (via MRM maintained CITRIX).

2.G Compliance Program Tools (CPT)

The CPT is a series of web-based applications that use the .NET technology suite developed to support the Compliance Review processes within the CAMs. These applications basic functionality is as follows:

- Basic workload management - create, view and monitor changes/progress at the assignment level for each MRM compliance staff.
- Analytical Tools - A series of analytical tools (Specialty Tests, Weighted Average Calculator and Price Formulas) which allow users to generate results based on user-defined parameters, royalty and production data, and other data stored in the MRMDW.
- Analytical and Reporting capabilities – See Statistical Reporting

Common features:

- Navigation of the application is driven by the use of menu buttons, data grids, labels and pushbuttons, appearing on all pages of the application.
- Export and print capabilities
- Input of user defined information at various levels of detail used in the generation of grids
- Row Level Security is applied to specific applications to ensure each user has access to proper data.

CPT contains a level of security based on roles established. Each role has specific functionality tied to it. There are five roles involved in the application.

The CPT is used by approximately 150 MRM CAM employees in all CAM locations and the STRAC community via the MRM maintained CITRIX application.

2.H Solids Production and Reporting (P&R)

Solid minerals mine and lease production and royalty data are reported on the [Form MMS-4430](#), Production and Royalty Report (P&R). Solid minerals such as coal, gold, copper production and royalty are reported by operators/reports using a separate web-based reporting system using this P&R Form MMS-4430. The P&R is an Internet-based report/form that is accessed by solid mineral operators/reporters using an Internet browser. Solid mineral reporters access their P&R via entry of a User Id and password combination, which is unique to each reporting entity. This security feature provides reporters access only to the P&R for their particular mine. Just as the oil and gas production and royalty reports feed the MRMS financial subsystem, so does this solids subsystem.

Once accessed, the P&R automatically pre-populates specific un-editable reference data such as the mine name, mine number, product, lease, numbers

and their respective royalty rates, any lease level obligations due and the amount. The pre-population of this data reduces data-entry, and eliminates the need for error correction or courtesy notices for lease level obligations. The P&R also carries over the previous month's ending inventory values. The reporter enters production and royalty values into easily identifiable fields.

Other features of the P&R include the Value/Volume Adjustment tools. When used, these tools automatically calculate and re-allocate the value/volume numbers across the leases in the mine. These tools provide a net change to value and volume, thus eliminating the need to reverse out original lines and re-enter corrected data. This feature also prevents arithmetic errors and ensures the accuracy of the production and royalties reported.

Upon completion of the P&R, the reporter submits the report by clicking on the "Submit" button. Built in edits detect any invalid reported data. An error message displays requiring the reporter to correct the error. Once successfully submitted, the P&R is immediately transmitted to MRMDW.

2.1 Indian Price Tests (IPT)

The Indian Price Test Module is a data warehouse tool used by the Indian CAM to test compliance of reporters with the Indian Gas Rule covering Index and Major Portion Pricing and the application of Alternative Dual Accounting. The tool summarizes reported 2014 Indian Gas Royalty lines for each payor, compares them to an independently computed Gas Rule value and generates liability reports used in subsequent collection efforts.

The Indian CAM process:

- Calculates the major portion/index price for properties in a designated area (Indian Reservation)
- Determines the price adjustment for properties for which the payors have elected Alternative Dual Accounting (rather than actual dual accounting)
- Compares the computed price to that reported by the payor on Form 2014 and generates several Liability Reports. These Liability Reports are manually sent to the under-reporting payors. Crystal Reports software is used to create the reports.

The IPT is a web-based application that uses the .NET technology suite. Navigation of the application is driven by the use of menu buttons, data grids, labels and pushbuttons, appearing on all pages of the application. Security of the application is ensured by assigning each user to a role. Only the authorized roles can edit or update data. The IPT employs a combination of roles, database edits and form edits to ensure that data integrity is preserved throughout the system.

IPT contains two security based Roles. Each Role has specific functionality tied to it. Only authorized Indian CAM personnel have access to the application.

2.J MRM Statistical Reporting (MSR) System

The MRM Statistical Reporting System processes MRM financial & reference data (from the Financial (DOI PROD) and MRMDW (CAMP PROD) systems) to create statistical reports. This includes processing data for reported revenues (i.e., Form MMS 2014 and P&R Reports), payments, disbursements and lease counts.

The MRM MSR includes technology components designed to enable the MRM Statistical Reporting Team to formulate timely and complete responses to requests for MRM statistical information, then compile, and publish standardized statistics to the MMS Website.

The MSR is a web-based application that uses the ASP technology. Navigation of the application is driven by the use of menu buttons, data grids, labels and pushbuttons, appearing on all pages of the application. The MSR is used by only five MRM personnel.

2.K Supplemental Data Capture (SDC) Onlines

Supplemental Data Capture is a custom .NET application that allows MRM personnel to enter data specific to Compliance Asset Management activities. These are typical add/delete/modify data entry screens for energy industry submitted data, pricing information and miscellaneous compliance data. It is accessed only by MRM personnel and is available only from the People Tools Menu. There are five (5) separate pages capturing data within the MRMDW. All CAM users have access to four of these pages. One page is limited to approximately 12 users.

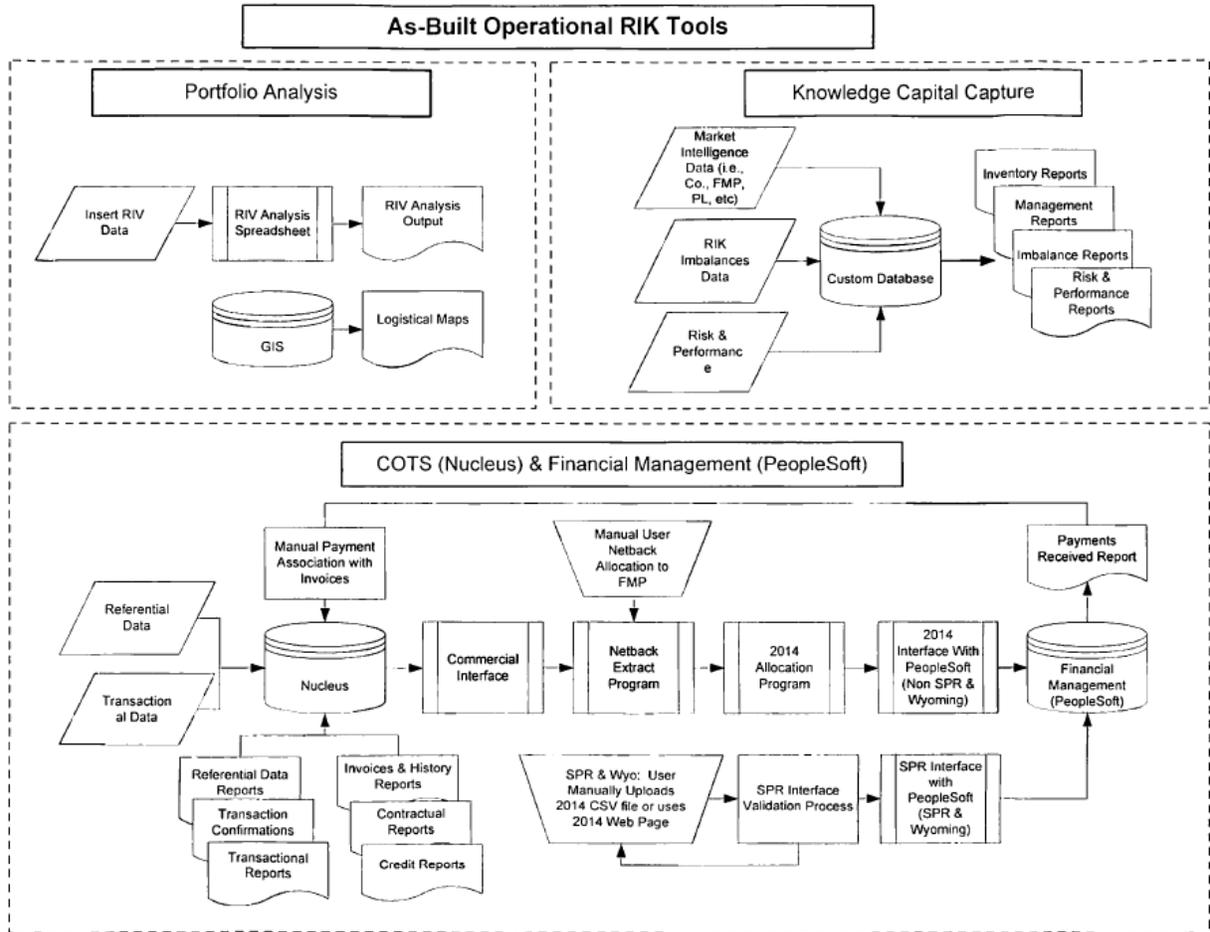
2.L Enterprise Guide Statistical Analysis Service (SAS)

The Stripper Royalty Rate Reduction Calculation is a SAS program that allows MRM users to determine if a lease can be granted a reduced royalty rate based on production at a well basis. There are two calculations performed with this application. Access is through the Hyperion Portal and is limited to five (5) users.

TE-01.3 Royalty-In-Kind (RIK)

The RIK Sub-system uses mid-range server hardware. Load balancing is provided by the Citrix application between two servers to support the required performance and availability. A third server runs Oracle® database server and is accessed by the end user via the Citrix front-end servers. A second level of access control exists within the Nucleus software.

RIK has many custom pieces developed to compliment the Nucleus software and complete the RIK business requirements as a whole. Custom pieces include custom reports, batch processes, PeopleSoft® financials application interfaces, ASP pages and HYPERION microcubes



RIK System Components Description

3.A RIK Nucleus

RIK Nucleus (formerly SunGard; currently version R13) is a web-based collection of modules that help manage the business activities of Royalty In Kind.

3.B RIK Property Imbalance Module (RIKPIM)

The RIK Property Imbalance Module was developed to track imbalances and to create property allocations used by the RIK Netback System to allocate revenue to the appropriate lease/agreements. The module contains PL/SQL batch programs, ASP pages and HYPERION.

3.C RIK Strategic Petroleum Reserve (RIKSPR) and RIK Netback System

The Strategic Petroleum Reserve SPR Interface allows Form 2014 data in CSV (Comma Separated Value) to be entered, error corrected and ultimately submitted to the PeopleSoft® Financial Sub-system. The application is comprised of 1) Web pages 2) BizTalk Validation Component 3) BizTalk Translation Component 4) Financials Interface Application all of which are written in C# and VB.NET. Unrestricted oil, gas and Small Refiner, data is also loaded into the 2014 reporting modules of the PeopleSoft® Sub-system via an automated process.

3.D RIK Risk and Performance Management (RIKRPM)

The Risk and Performance Management Module (RPM) interface was developed to measure the performance of RIK properties relative to a defined baseline. The RPM module contains PL/SQL batch programs run on the DW database. The results of the batches are reported ASP pages and HYPERION Microcubes. The RPM Reporting application was developed using Crystal Reports and Microsoft .Net web ® technology. The majority of the RPM module is covered by the DW sections.

3.E RIV Calculator Tool

The RIV Calculator Tool was developed to assist in the identification of natural gas properties for potential conversion to RIK. The tool is a sophisticated model that formats, sorts, combines and analyzes reported 2014 data to generate royalty unit prices that can be compared to defined index prices. The RIV Calculator makes use of the .Net Development Suite for user interface forms and reports, along with PL/SQL Batch Programs for the business logic processing.

TE-02 – System Interconnects, Interfaces and Interdependencies

MFS Interconnects

MFS has the following interconnects, which are all internal to MRM:

- MFS feeds processed data to the MRMDW via Shareplex
- MFS feeds reference, production, and royalty data to the Production and Royalty Report (P&R)
- MFS receives Solid Mineral royalty and production data from the MRMDW
- MFS receives RIK reporting information from RIK
- MFS provides RIK with reference data for leases and agreements
- MFS receives data from the CHKS
- MFS workflow processes

MFS Interfaces/Interdependencies

- Inovis, Inc. - MRM reporters access the contractor website to report royalty and production data. Data is subsequently transmitted to MFS via a dedicated frame relay circuit.
- Bureau of Land Management (BLM) interfaces with MFS for well, reference and production data.
- MFS interfaces with Bureau of Indian Affairs (BIA) via CD ROM with Native American distribution information.
- MFS interfaces with OMM via the WAN to obtain lease, well and right of way information.
- MFS generates OGOR data for OMM and interfaces via MS Outlook.
- MFS interfaces with a data entry Contractor via diskette.
- MFS interfaces with Check Processing via diskette.
- MFS interfaces with ApplicationXtender to deliver reports.

MRMDW Interconnects

MRMDW has the following interconnects, which are all internal to MRM:

- MRMDW receives processed data from MFS via SharePlex
- MRMDW receives RIK transaction data including scheduling, deals and invoicing
- MRMDW receives RIK reporting information from RIK
- MRMDW provides RIK with other reference and allocation data
- MRM provides statistical data to headquarters and outside sources as well as answer requests for Freedom of Information.

MRMDW Interfaces and System Information Sharing

State and Tribal Royalty Audit Committee (STRAC), MRM telecommuters and other government agencies interface with the DW-HYPERION system via an

MRM provided CITRIX portal on the Internet.

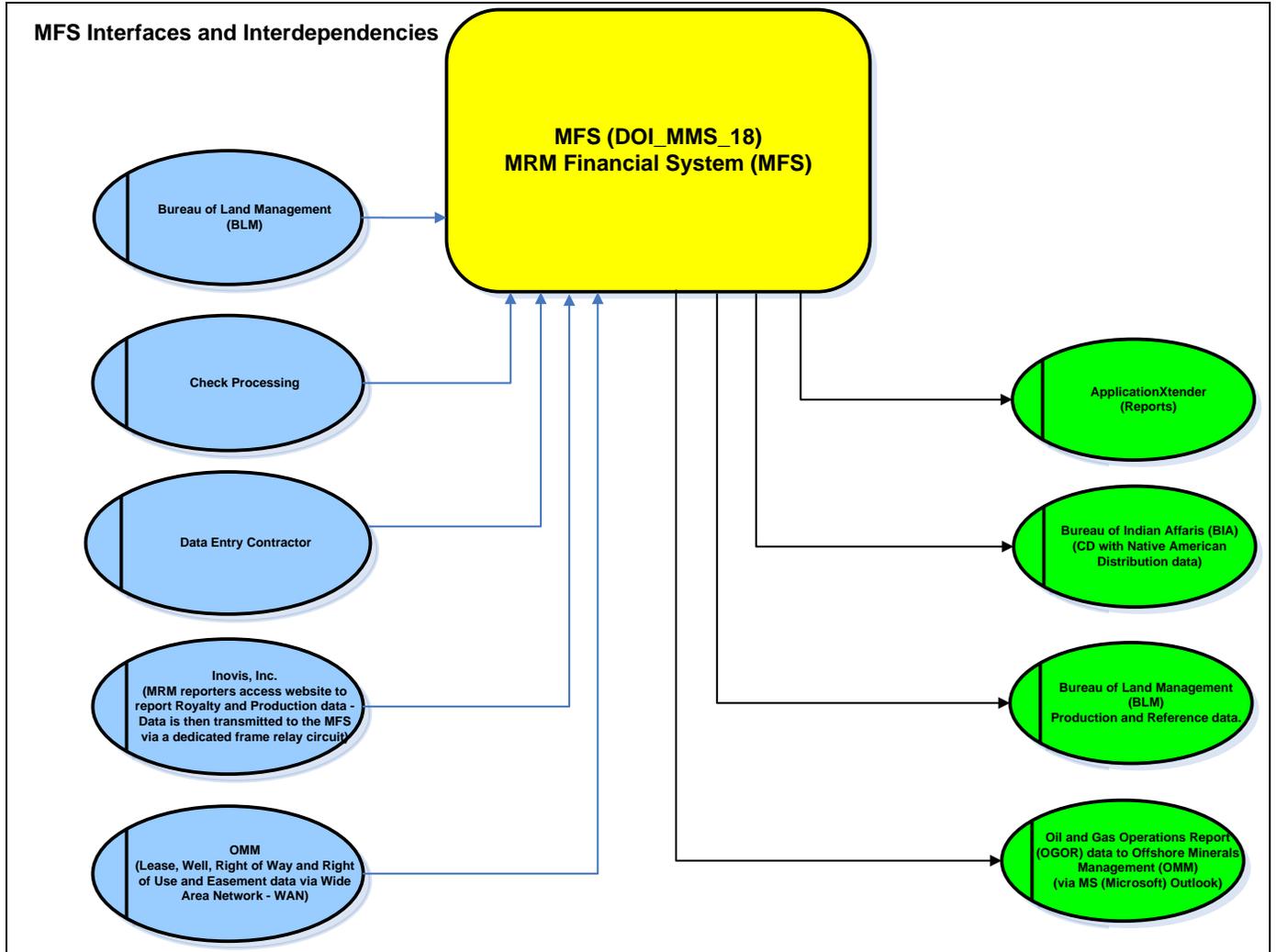
The energy community and state and local government entities have access to DW-HYPERION to run queries against specific information.

RIK Interconnects/Interfaces

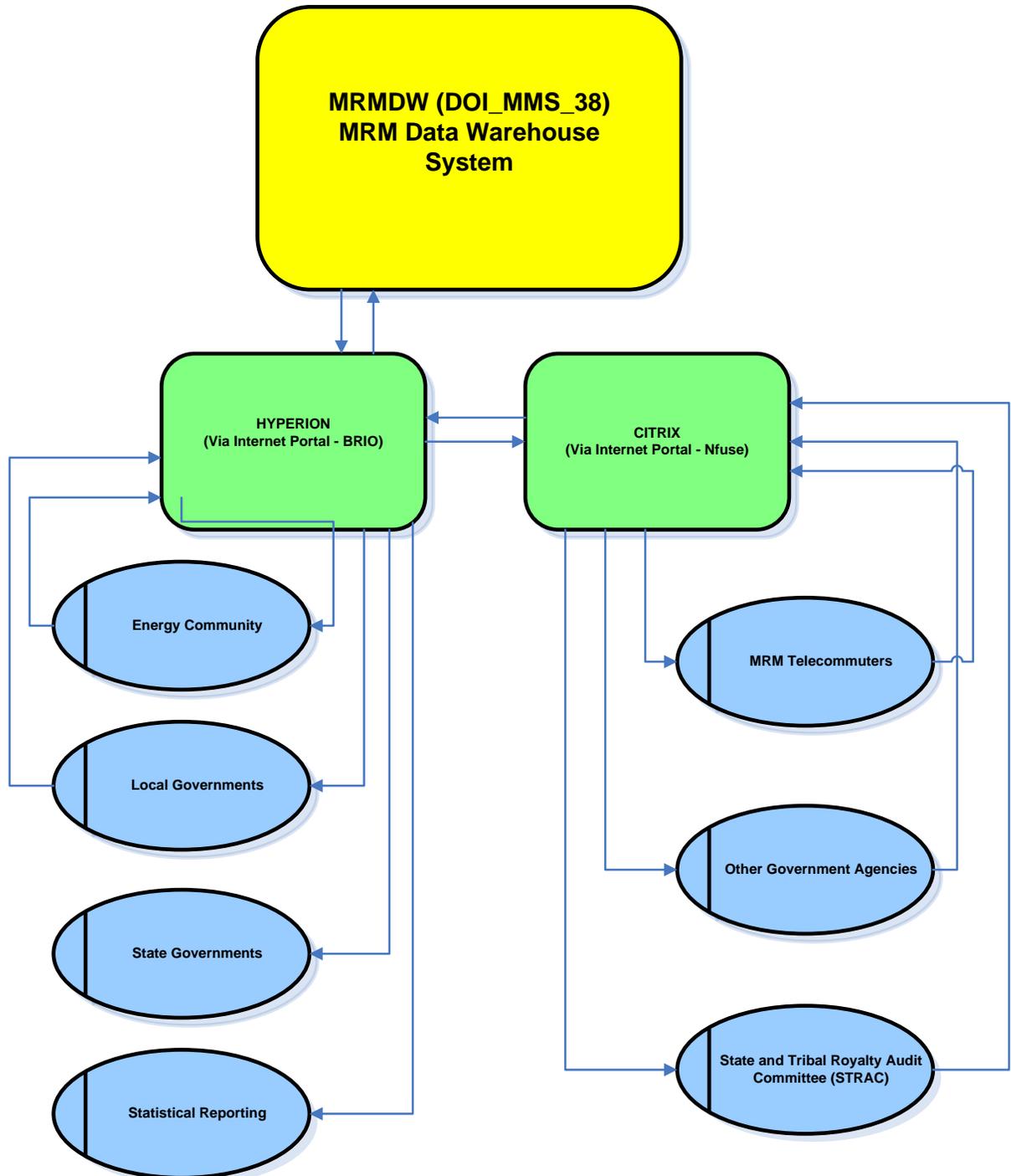
RIK has the following interconnects, which are all internal to MRM:

- RIK provides royalty data to MFS
- RIK receives reference and allocation data from MRMDW
- RIK is dependent on MFS and MRMDW for lease/agreement and FMP information
- RIK inputs production volumes into MRMDW

SEE DIAGRAM NEXT PAGE



MRMSS External Interfaces and System Information Sharing Diagram



Note: The energy community, state and local government entities have access to the MRMDW HYPERION to run queries against specific data.

Note: STRAC, MRM Telecommuters and other government agencies interface with the MRMDW HYPERION via an MRM provided CITRIX portal on the internet.

TE-03 – Staffing

<u>Current/Anticipated Knowledges, Skills and Abilities Needed</u>	<u>Proficiency Level Preferred</u>
Server Admin Installation & Maintenance/Upgrades	3+ years of experience
System Back-ups & Restorations	3+ years of experience
Application System Admin-PeopleSoft®	2+ years of experience *
Application System Admin-Nucleus	2+ years of experience *
Application System Admin-Data Warehouse-HYPERION	2+ years of experience *
Microsoft .NET ® Developer	2+ years of experience *
Emergency Preparedness **	2+ years of experience
IT Security Module Specialists	3+ years of experience * With PeopleSoft®, Nucleus & HYPERION
IT Security Program Specialist	CISSP certification

* ***Includes experience with current versions.***

** ***Disaster Recovery & Continuity of Operations Planning***

TE-04 – IT Hardware and Application Software Inventory

Major Component(s) – Leased from the current contractor and/or Application Service Provider				
Type	Model	Operating System	Location	Qty
Scanners	NCR 7731 Imaging Transport		Lakewood, CO	1
Servers	HP N-4000	HPUX B11.00	Annapolis, MD	5
	HP L-2000	HPUX B11.00	Annapolis, MD	1
	HP N-4000	HPUX B11.00	Wooddale, IL	1
	SUN E420R	Solaris 8	Annapolis, MD	4
	Compaq Proliant DL580	WIN 2K	Annapolis, MD	4
	Compaq Proliant DL380	W2K Server SP3	Annapolis, MD	3
	Compaq Proliant DL760	W2K Server SP3	Annapolis, MD	1
	Compaq Proliant 3000	W2K	Lakewood, CO	1
	Dell PowerEdge 1600SC	W2K Server SP3	Lakewood, CO	2
	Dell PowerEdge 350	W2K Server SP3	Lakewood, CO	1
	Dell PowerEdge 2500	W2K Server	Lakewood, CO	1
	Dell PowerEdge 2600	W2K Server SP4	Lakewood, CO	1
	Dell PowerEdge 2650	W2K	Lakewood, CO	3
	Exodus	W2K	Lakewood, CO	1
Routers	CISCO 2600	IOS 12.2(10b)	Lakewood, CO	5
	CISCO 2600	IOS 12.2(10b)	Annapolis, MD	6
Switches	Cisco Fast Hub 400	N/A	Lakewood, CO	1
Firewalls	Nokia IP330	N/A	Annapolis, MD	4
	Nokia IP330		Wooddale, IL	2
IDS	Entrasys Dragon V5	N/A	Annapolis, MD	N/A
Major Storage Devices i.e., SANS, Optical Storage, Etc	EMC Symmetrix 3780	Proprietary Unix System	Annapolis, MD	1
			Wooddale, IL	1
Backup Devices	Storage Tek 9310 Powderhorn		Annapolis, MD	1
Other	NCR 3234 Transport Controller PC		Lakewood, CO	1

Software Component(s)					
Type	Manufacturer	Version	Location	Quantity	Cmts
Web-based applications	HYPERION	Portal	Annapolis, MD	N/A	
	Microsoft	ASP	Annapolis, MD	N/A	
	Microsoft	IIS	Annapolis, MD	N/A	
	Sun	Apache	Annapolis, MD	N/A	
	Sun	ChiliSoft 3.62	Annapolis, MD	N/A	
	Shareware	Webdot 1.0	Annapolis, MD	N/A	
	Microsoft	ASP.Net	Annapolis, MD	N/A	
Databases	Oracle®	9i	Annapolis, MD	N/A	Named Users (MFS, RIK) Power units (DW)
Development Utilities	HYPERION	8.2.1	Lakewood, CO	12	SQR Report Financials Tool
	PeopleSoft®	8.4	Annapolis, MD		
	Autosys	3.5	Annapolis, MD		
	COLD	4.6.1.016	Lakewood, CO		
	eVision	4.0 r 3.1	Annapolis, MD		
	Informatica	5.1	Annapolis, MD	6	EDI Tool EDI Tool
	HYPERION Tech	6.6.1.7	Lakewood, CO		
	Microsoft Visual Interdev	6	Lakewood, CO	16	Visual InterDev
	SAS				
	Quest Software	1.5	Lakewood, CO	10	Enterprise Guide tool
	4.2	Lakewood, CO	12	SQL Navigator tool	
Microsoft				Visual Studio Pro	
Oracle®	2002	Lakewood, CO	2	IDS	
	1.0.2.4.1	Lakewood, CO	3		
Security Software i.e., IDS, anti-virus, auditing and logging, etc.	Dragon V5	Enterasys	Annapolis, MD and Wooddale, IL	N/A	RSA Keyfobs for developers and admin

Software Component(s)					
Type	Manufacturer	Version	Location	Quantity	Cmts
Operating system	HP Sun Microsoft	HP UX 11.10 Solaris 8.0 2000 & 2000 Advance Server	Annapolis, MD Wood Dale, IL Annapolis, MD Lakewood, CO	Per Server	
Network operating system	CISCO	IOS 12.0	Annapolis, MD Wood Dale, IL	11	
Document Management System	Visual Source Safe (VSS) BI Designer	6.0	Lakewood, CO	1	Development Documents & Source Code
		3.0	Lakewood, CO	1	
Specialized applications i.e., personnel, financial, time & attendance, logistical management, project management, etc.	App Xtender- Legato (formerly Online Technologies Group (OTG)) Disk Xtender- Legato	4.6.1.016	Lakewood, CO	12	Approx. 9 user desktop installs.
		5.50.033	Lakewood, CO	1	
	SunGuard Energy Nucleus	13.2.7	Annapolis, MD	15	
	RP Solutions Check Scanning Software	01.02.06B28	Lakewood, CO	1	
Other (Specify)	3234 Transport Controller PC	NT 4.0	Lakewood, CO	1	MRM owned

Major System Servers			
Server Name	Server Type/Purpose	Server Location	Services Provided (web, FTP, SMTP, etc.)
Csuaorua	Disaster Recovery for PeopleSoft® Fin	Wooddale, IL	Oracle® Database, PeopleSoft® AppServer, RSync
IMSDENMS09	CKS Server	Lakewood, CO	ExpertRPS software – upgraded to 01.02.06 B28
Msuapd09	OLTP PeopleSoft® Financials, Autosys Primary, Evision	Annapolis, MD	Oracle® Database, PeopleSoft® AppServer, Autosys Event server, Evision, SharePlex, Rsync
Msuart01	RPT PeopleSoft® Financials, Autosys Failover	Annapolis, MD	Oracle® Database, PeopleSoft® AppServer, Autosys secondary Event Server
Msuaud04 (shared MFS, DW)	HYPERION Job Factory, CAMP SDC Informatica server	Annapolis, MD	SQR server, SAS server, and Informatica ETL services, PeopleSoft® AppServer (SDC), Autosys Remote agent
Msuawo01 (shared MFS, DW)	Data Warehouse	Annapolis, MD	Oracle® Database, Autosys Remote agent
Msuawa40 (shared MFS, DW)	DMZ Web Server	Annapolis, MD	Apache Webserver, UNIX ASP server, HYPERION Webclient, Verisign
Msuapd10 (shared MFS, DW)	Development & Testing server	Annapolis, MD	Oracle® Databases, PeopleSoft® Appservers, SAMBA, Autosys Failover
Msuapd07 (shared MFS, DW)	Development & Testing server	Annapolis, MD	Oracle® Databases, PeopleSoft® Appservers, Autosys Primary, SAMBA
Imsrnac5, Imsrnac4	File & Print services, App Host, Data Modeling Domain Controllers	Lakewood, CO	Test Director, Visual Source Safe, Visible Analyst
Imdenspruat	SPR, UAT	Lakewood, CO	IIS, Biztalk, .NET Framework
Imdenspr1	SPR, Development and Test	Lakewood, CO	IIS, Biztalk, .NET Framework
Imdensprprod	SPR, Production	Lakewood, CO	IIS, Biztalk, .NET Framework

Major System Servers			
Server Name	Server Type/Purpose	Server Location	Services Provided (web, FTP, SMTP, etc.)
Imdencoldcx	COLD, Production	Lakewood, CO	Application Xtender – report publishing software, publishing batches; Publish PeopleSoft® reports and check images to long-term report storage. Administer COLD software: Set up users and application security.
Imdencolddx	COLD, Production	Lakewood, CO	Disk Xtender – jukebox management software manages WORM media in jukeboxes.
MSTAPWOD	Windows Development Reporting Server	Annapolis, MD	PeopleSoft® Process Scheduler, IIS Webserver, ASP services, Graphics Server
MSTAPW0E	Windows Production Reporting Server	Annapolis, MD	PeopleSoft® Process Scheduler, IIS Webserver, ASP services, Graphics Server, Verisign
MSUAORIV	Development database Server Application Server Web Server	Annapolis, MD	Oracle® Databases, PeopleSoft® Application Server, PeopleSoft® (Weblogic) Web Server, AutoSys Event Server, Shareplex
Msuawp02	HYPERION Portal & Intelligence services, Webdot graphics generator	Annapolis, MD	Apache Web server, HYPERIONPortal and intelligence services, Autosys Remote agent
Msuawp01 (shared MFS, DW)	Development & Testing server	Annapolis, MD	HYPERION Portal & Intelligence services, SAS, SQR, Apache Webserver, UNIX ASP server, PeopleSoft® Appserver (SDC), Autosys Remote Agent
BPNTDEV02	HYPERION Portal Development and Informatica Disaster Recovery	Lakewood, Co	IIS Webserver, Informatica services, HYPERION Portal & Intelligence services
MSTACT08	Dev – Citrix	Annapolis, MD	Citrix (Metaframe 1.8)
MSTAPF02	Dev – Database	Annapolis, MD	Database (Oracle® 9i)
MSTAPF03	Test – Database	Annapolis, MD	Database (Oracle® 9i)

Major System Servers			
Server Name	Server Type/Purpose	Server Location	Services Provided (web, FTP, SMTP, etc.)
MSTACT0X	Prod – Citrix	Annapolis, MD	Citrix (Metaframe 1.8)
MSTACT0Y	Prod - Citrix	Annapolis, MD	Citrix (Metaframe 1.8)
MSTAOR02	Prod – Database	Annapolis, MD	Database (Oracle® 9i)
IMDENGIS1	Prod _GIS	Lakewood, CO	ESRI License Manager and File Server

~ Installed Software Inventory ~			
Vendor	Product Description	# of Licenses	Version
Brio	Brio Enterprise Server 6.0 for Unix	1	HPS 8.2.1.45
Brio	Hyperion Brio Intelligence and SQR Version 6 Hyperion Brio Intelligence Test Dev. Svr v6 Windows	1	HPS 8.2.1.45
Brio	Hyperion Brio Intelligence and SQR Version 6 Hyperion Brio Designer v6 Single User	6	Hyperion Designer 8.2.1.45
Brio	Hyperion Brio Intelligence and SQR Version 6 SQR License (Server Class 4, Serial #307520017)	1	SQR 8.2
Brio	Hyperion Brio Intelligence and SQR Version 6 SQR License (Server Class 4, Serial #307520017)	1	SQR 8.2
Brio	Hyperion SQR Server Hyperion Brio Portal v7 - (up to 500 users) and Hyperion Portal Hyperion Brio Portal v7 – 1001 to 5000 users)	2500	SQR 8.2
Brio	Hyperion SQR Server Test & Development Hyperion Portal v7 Test and Development	1	SQR 8.2
Brio	Brio Visual Scribe 5 user license (Reportbuilder)	7	SQR Developer 8.2.0
Brio	Hyperion Brio Intelligence and SQR Version 6 Hyperion Brio Intelligence Srvv6 w/ Qkview Windows	1	SQR 8.2
Brio	Hyperion Brio Intelligence and SQR Version 6 Hyperion Brio Insight v6 Designated	250	SQR 8.2
Brio	Hyperion Brio Intelligence and SQR Version 6 Hyperion Brio Designer v6 Single User	1	Hyperion Designer 8.2.1.45
Brio	Brio Quickview Single-Solaris User License v6.6	1000	Replaced by vendor/Included in other packages
Brio	Brio Insight- OLAP (25) Licenses	25	Replaced by vendor/Included in other packages
Brio	Hyperion Brio Intelligence and SQR Version 6 Hyperion Brio Explorer v6 Single User (was Explorer (16) Licenses)	16	Replaced by vendor/Included in other packages
Brio	Hyperion Brio Intelligence and SQR Version 6 SQR Builder License	13	SQR 8.2
Computer Associates Autosys	AutoSys Agents (1 Class I, 1 Class II, & 4 Class III Machine Licenses) 6 Total Licenses	6	4.5

~ Installed Software Inventory ~			
Computer Associates Autosys	AutoSys Xpert	1	4.5
Computer Associates Autosys	Failover Manager	1	Rebundled by vendor/Software no longer used
Computer Associates Autosys	PeopleSoft® Adapter	1	2.1.0
Computer Associates Autosys	(2) Managers	2	4.5
Computer Associates Autosys	PeopleSoft® Adapter	1	2.1.0
Crystal Reports	Crystal Reports 10 Advanced Developer Full Product	1	Version 10
Crystal Reports	Crystal Reports 10 Developer Edition (.net) Full Product (upgraded to v11)	4	Version 11
Dell/Microsoft	Windows 2000 Server, 5 Client Access Licenses, English, 4GB Partition, (included in purchase of PowerEdge 350 1GHz/256K PentiumIII Tualatin)	1	N/A
Dell/Microsoft	Windows 2000 SP2 FAT32 CD English, (purchased with OptiPlex GX240 Pentium 4 1.7 GHz 256K Cache Gray Small Minitower Base Includes PCI Riser)	1	N/A
Digibuy	EditPlus Version 2 (10 user license)	10	2.2
EditPlus (through Digibuy)	Additional User Upgrade of EditPlus Software	10	2.2
Hewlett Packard	Micro Focus Cobol Compiler with 3 years of maintenance for DO25278, PeopleSoft® Upgrade Start-up Support	1	2.0
Hewlett Packard	Micro Focus Svr Express 2.0 LTU	1	2.0
Hewlett Packard	Support Server SW Applications	1	2.0
Hewlett Packard	Runtime Cobol Compilers (Test, Production, Reporting) with 3 years of maintenance	1	2.0
Hewlett Packard	Micro Focus App Server 2.0 5 user LTU (5 Pack)	5	2.0
Informatica	PowerCenter Data Integration Hub Production Licenses (also referred to as PowerCenter UNIX Data Integration Hub Class 2)	1	6.2
Informatica	PowerCenter Data Integration Hub Lab License (also referred to as PowerCenter UNIX Data Integration Hub Lab)	1	6.2

~ Installed Software Inventory ~			
Informatica	Unlimited Sources/Targets Upgrade (also referred to as Unlimited UNIX Source and Targets)	1	6.2
Informatica	PowerConnect for PeopleSoft® (also referred to as PowerConnect for PeopleSoft® UNIX Integration Server)	1	6.2
Informatica	PowerPlug for Platinum Erwin	1	6.2
Mercury Interactive	TestDirector Requirements Manager	1	7.2
Mercury Interactive	TestDirector - Concurrent User	5	7.2
Micro Image	MI/X 4.0 for Windows software (10 user licenses)	10	4
Microsoft	Visual Studio Pro 2002 (media also purchased)	2	Version 7.1.3
Oracle	Oracle® DB Enterprise Edition - Named User Multi Server	200	9.2
Oracle	Diagnostic Management Pack - Perpetual, Named User, Multi Server License	200	9.2
Oracle	Tuning Management Pack, Perpetual, Named User, Multiserver License	200	9.2
Oracle	Oracle® DB Enterprise Edition - Universal Power Unit Diagnostic Mgmt Pack - Universal Power Unit	1320	9.2
Oracle	Diagnostic Management Pack, Perpetual, Universal Power Units, Multi-Server License	1320	9.2
Oracle	Tuning Management Pack, Perpetual, Universal Power Units, Multi-Server License	1320	9.2
Oracle	Diagnostic Mgmt Pack - Named User Multi Server	64	9.2
Oracle	Tuning Mgmt Pack - Named User Multi Server	64	9.2
Oracle	Oracle® DB Enterprise Edition - Named User Multi Server	116	9.2
Oracle	Diagnostic Mgmt Pack - Named User Multi Server	116	9.2
Oracle	Tuning Mgmt Pack - Named User Multi Server	116	9.2
Oracle	Oracle® DB Enterprise Edition – Universal Power Unit	1320	9.2
Oracle	Diagnostic Mgmt Pack - Universal Power Unit	1320	9.2
Oracle	Tuning Mgmt Pack - Universal Power Unit	1320	9.2
Oracle	Internet Developer Suite	1	9.2
Oracle	Internet Developer Suite	2	9.2
Oracle	Oracle® Enterprise Edition (8.1.7) Licenses	50	9.2
Oracle	Diagnostic Pack	50	9.2

~ Installed Software Inventory ~			
Oracle	Tuning Pack	50	9.2
Oracle	Oracle® Enterprise Edition perpetual/1 year Named User	10	9.2
Oracle	Oracle® DB Enterprise Edition - Named User Multi Server	64	9.2
PeopleSoft®	Accounts Receivable for Federal Government	1	8.4
PeopleSoft®	Accounts Payable for Federal Government	1	8.4
PeopleSoft®	Billing for Federal Government	1	8.4
PeopleSoft®	General Ledger for Federal Government	1	8.4
PeopleSoft®	Materials that Support General Ledger for Education & Gov't Version 7.5	1	8.4
PeopleSoft®	Materials that Support Payables for Payables for Education & Gov't Version 7.5	1	8.4
PeopleSoft®	Materials that Support Receivables for Gov't and Education Version 7.5	1	8.4
PeopleSoft®	Materials that Support Billing for Gov't and Education Version 7.5	1	8.4
Quest Software	SQL Navigator Standard Edition (SQL Navigator plus Formatter Plus)	5	4.3.2.476
Quest Software	Stat Production SVR License/Maint.	1	5.1.0
Quest Software	Stat for PeopleSoft® Addl Nmed User License/Maint.	10	5.1.0
Quest Software	Stat for PeopleSoft® Non-Development Named User License/Maint.	15	5.1.0
SAS Software	SAS Enterprise for 10 Clients	1	8.2
SAS Software	Base SAS for Servers, unlimited users, Group 2-Sun E420R 4-way. V8	1	8.2
SAS Software	SAS/Graph for Servers, unlimited users, Group 2-Sun E420R 4-way. V8	1	8.2
SAS Software	SAS/Access to Oracle® for Servers, unlimited users, Group 2-Sun E420R 4-way. V8	1	8.2
SAS Software	SAS/STAT for Servers, unlimited users, Group 2-Sun E420R 4-way. V8	1	8.2
SAS Software	SAS Integration Technologies for Servers for a Group 2-Sun E420R 4-way. V8 (Required product w/Eguide when accessing the SAS system on a server platform)	1	8.2
Sun ONE	ChiliSoftASP for Solaris 7 (1-4cpu License)	2	4.02
SunGuard	Caminus Nucleus Software (Base Package), Nucleus Manager, Gas Physical, Additional Commodities, & 13 Additional Users	1	Release 13
SunGuard	Nucleus Oil Scheduler	1	Release 13
SunGuard	Nucleus Software – 5 Additional Users	1	Release 13

~ Installed Software Inventory ~			
Tie Commerce	eVison Net/Server on Unix License (Includes: 1st System is Production \$30K, 2nd system is \$10K Mirrored System, 3rd system \$5k Disaster Recovery, and 4th system \$5k Test. EDI Translation Includes workbench and mapper, One Standards Bundle (i.e. ANSI x12 EDI Standards on CD-Rom), One Set Documentation, Advanced Mapping, Workflow Management, Workflow Scheduling, Workflow Automation, Online Monitor, Advanced Tracking, One License of PC Anywhere 32	1	5.0
Tie Commerce	Standard Communication Interface to connect with AT+T	1	N/A
Tie Commerce	Standard Communication Interfaxe to connect with Harbinger	1	N/A
Tie Commerce	Cleo Aplus Asynchronous communication software	1	N/A
Tie Commerce	Modem - Asynchronous	1	N/A
Tie Commerce	Upgrade License from 25 Trading Partners to unlimited	1	N/A

TE-06 – References and Links

American National Standards Institute/Electronic Industries Alliance (ANSI/EIA) Standard 748	http://webstore.ansi.org/ansidocstore/product.asp?sku=ANSI/EIA-748-A-1998
ANSI/PMI 99-001-2000	http://www.pmibookstore.org/PMIBookStore/productDetails.aspx?itemID=110&varID=1
Capability Maturity Model Integration (CMMI)	http://www.sei.cmu.edu/cmmi/background/conops.html
Clinger-Cohen Act of 1996 (P.L. 104-208)	http://www.cio.gov/Documents/it_management_reform_act_Feb_1996.html
DOI Information Technology Solution Development Life Cycle	http://www.doi.gov/ocio/cp/presentations/DOI_SDLC_Guide_v1.pdf
FedCIRC	http://www.us-cert.gov/federal/
FedCIRC Incident Report	https://forms.us-cert.gov/report/
Federal Information Security Management Act of 2002 (FISMA, Title III of P.L. 107- 347)	http://csrc.nist.gov/policies/FISMA-final.pdf
Federal Information Security Management Act of 2002 (FISMA) Implementation Project Homepage	http://csrc.nist.gov/sec-cert/
Federal Oil and Gas Royalty Simplification and Fairness Act (RSFA)	http://www.mrm.mms.gov/rsfa/mmsmrm.htm
Form MMS 2014 “Report of Royalty Remittance”	http://www.mrm.mms.gov/ReportingServices/PDFDocs/2014rf.pdf
Form MMS 4054, “Oil and Gas Operations Report (OGOR)”	Part A, http://www.mrm.mms.gov/ReportingServices/PDFDocs/4054arf.pdf Part B http://www.mrm.mms.gov/ReportingServices/PDFDocs/4054brf.pdf and Part C http://www.mrm.mms.gov/ReportingServices/PDFDocs/4054crf.pdf
Form MMS-4058, “Production Allocation Schedule Report (PASR)”	http://www.mrm.mms.gov/ReportingServices/PDFDocs/4058rf.pdf
Form MMS-4430, “Production and Royalty Report (P&R)”	http://www.mrm.mms.gov/ReportingServices/PDFDocs/4430.pdf
Government Paperwork Elimination Act of 1998 (GPEA, Title XVII, P.L. 105-277)	http://www.mrm.mms.gov/FOIA/GPEA.htm
Government Performance and Results Act of 1993 (GPRA)	http://www.whitehouse.gov/omb/mgmt-gpra/gplaw2m.html
Guidance for GPEA as it relates to MMS Capital Planning	http://www.doi.gov/ocio/cp/GPEA3.doc

Interior Department Manual 375 DM 19, National Security Emergency Preparedness (NSEP)	http://elips.doi.gov/elips/release/3695.htm
Interior Department Manual 383 DM, Section on the Privacy Act (5 U.S.C. 552a)	http://www.doi.gov/ocio/privacy/manual/
Legato ApplicationXtender	http://www.legato.com/products/applicationxtender/
Management of Federal Information Resources (OMB Circular A-130)	http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html
NIST 800-26 “Security Self-Assessment Guide for Information Technology Systems ”	http://csrc.nist.gov/publications/nistpubs/800-26/sp800-26.pdf
OCIO Directive 2004-010, Population and Maintenance of the Department of the Interior Enterprise Architecture Repository	http://www.doi.gov/ocio/architecture/DEARPolicy.htm
OCIO Directive 2004-018, Prohibition on Use of Wireless Network Technology	http://www.nbc.gov/itsecurity/03-17-2005-course/Course1450/refs_508/1450/docs/ocio_directive_2004-018_prohibition_on_use_of_wireless_network_technology.pdf
OCIO Directive 2004-019, Information Technology Project Management	http://www.mms.gov/adm/IPD05-06.pdf
OCIO Technical Bulletin No. 2003-nnn, Peer-to-Peer File Sharing Restriction	http://www.nbc.gov/itsecurity/03-17-2005-course/Course1450/refs_508/1450/docs/p2p_bulletin.pdf
OCIO (Office of the Chief Information Officer) Website	http://www.doi.gov/ocio/cp/
OMB Circular A-11 Part 7	http://www.whitehouse.gov/omb/circulars
OMB Circular A-130	http://www.whitehouse.gov/omb/circulars/a130/a130trans4.html
OMB Memo. M-04-15 (Federal Critical Infrastructures and Key Resources)	http://www.whitehouse.gov/omb/memoranda/fy04/m-04-15.pdf
OMB Report, Illicit Cyber Activity in the Banking and Finance Sector	http://www.cert.org/archive/pdf/bankfin040820.pdf
Section 508 of the Rehabilitation Act (29 U.S.C. 794D)	http://www.section508.gov/
United States Standard General Ledger (USSGL) Supplement	http://www.fms.treas.gov/ussgl/

TE-07 – Abbreviations

ACWP	Actual Cost of Work Performed
AD	Associate Director
ADS	Active Directory Services
ANSI	American National Standards Institute
API	Application Program/Programming Interface
AQL	Acceptable Quality Level
AR	Accounts Receivable
ASP	Application Service Provider
ATS	Appeals Tracking System
BAC	Budgeted at Completion
BCWP	Budgeted cost of work performed
BCWS	Budgeted cost of work scheduled
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
CAM/AC	Compliance and Asset Management/Appeals Coordinator
CCP	Configuration Change Proposal
CIAC	Computer Incident Advisory Capability
CIO	Chief Information Officer
CMMI	Capability Maturity Model Integration
CO	Contracting Officer
COLD	Computer Output to Laser Disk
COOP	Continuity of Operations Plan
COR	Contracting Officer's Representative
COTS	Commercial Off the Shelf
CPI	Cost performance index
CPU	Central Processing Unit
CRM	Customer Relationship Management
CSID	Computer Security Incident Database
CSV	Comma Separated Value
CV	Cost Variance
DM	Department Manual
DOI	Department of the Interior
DOINET	Department of the Interior's Network
DoS	Denial of Service
DW	Data Warehouse
EAC	Estimate at completion
EDI	Electronic Data Interchange

EIA	Electronic Industries Alliance
E-mail	Electronic Mail
EOP	Explanation of payment
ERP	Enterprise Resource Planning
EVM	Earned Value Management
FAQ	Frequently asked questions
FedCIRC	Federal Computer Incident Response Capability (http://www.us-cert.gov/federal/)
FISMA	Federal Information Security Management Act of 2002
FM	Financial Management
FMP	Facility measurement point
FY	Fiscal Year
GAGAS	Generally Accepted Government Auditing Standards
GAO	Government Accounting Office
GFE	Government furnished equipment
GFP	Government furnished property
GIS	Geographic Information System
GL	General Ledger
GPEA	Government Paperwork Elimination Act of 1998
GPRA	Government Performance and Results Act
I&E/PV	Inspection and Enforcement/Production Verification
IBR	Integrated Baseline Review
ICAM	Indian Compliance and Asset Management
IMDA	Indian Mineral Development Act
IOC	Initial Operating Capability
IPAA	Independent Petroleum Association of America
IPT	Indian Price Tests
IRS	Internal Revenue Service
IS	Information Systems
IT	Information Technology
JFMIP	Joint Financial Management Improvement Program
KBPS	Kilobytes Per Second
kWh	kilowatt hours
LAB	Lease Account Balance
LAN	Local Area Network
MAN	Metropolitan Area Network
MATS	MMS Appeals Tracking System
MFS	Management Financial System

MMBtu	Million British Thermal Units
MMcf	Million Cubic Feet
MMS	Minerals Management Service
MRM	Minerals Revenue Management
MRMDW	Minerals Revenue Management Data Warehouse
MRMSS	Minerals Revenue Management Support System
MSR	MRM Statistical Reporting System
OCIO	Office of Chief Information Officer
OGOR	Oil and Gas Operations Report
OMB	Office of Management and Budget
OMM	Offshore Minerals Management
OPAC	On-Line Payment and Collection
OTFM	Office of Trust Funds Management
P&R	Production and Royalty
P.L.	Public Law
PASR	Production Allocation Schedule Report
PIM	Property Imbalance Module
PM	Program Manager
PMP	Project Management Professional
PSP	Program Security Plan
PWS	Performance Work Statement
QAE	Quality Assurance Evaluators
RDBMS	Relational Database Management System
RIK	Royalty-In-Kind
RIV	Royalty In Value
RPM	Risk and Performance Management Module
RQS	Royalty Query System
RSFA	Royalty Simplification and Fairness Act
SDC	Supplemental Data Capture
SDLC	Solution Development Life Cycle
SF	Standard Form
SLA	Service Level Agreement
SMG/CAM	Solid Minerals/Geothermal Compliance and Asset Management
SP	Service Provider
SPI	Schedule Performance Index
SPP	Security Program Plan
SPR	Strategic Petroleum Reserve
SQL	Structured Query Language

SQR	Specialized programming language for data access, data manipulation and reporting
STRAC	State and Tribal Royalty Audit Committee
SV	Scheduled variance
TE	Technical Exhibit
TPT	Transition Planning Team
UAT	User Acceptance Testing
USSGL	United States Standard General Ledger
VAC	Variance at Completion
VAN	Value-Added Network
VPN	Virtual Private Network
WAN	Wide Area Network
WMS	Workload Management System

**SECTION D
PACKAGING AND MARKING**

D.1 PRESERVATION, HANDLING, PACKAGING, MARKING.

Preservation, handling, packaging and marking for all shipments or mailing shall be in accordance with good commercial practices. This shall include adequate packaging and marking to prevent deterioration and damage during shipment, handling, and storage and be adequate to ensure acceptance by common carrier and safe transportation at the most economical rates. The Contractor is responsible for all items while goods are being shipped.

**SECTION E
INSPECTION AND ACCEPTANCE**

E.1 52.252-02 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):): <http://farsite.hill.af.mil> and <http://farsite.hill.af.mil/VFDIARA.HTM> (Department of Interior Acquisition Regulations – DIAR)

52.246-4	Inspection of Services – Fixed Price	AUG 1996
52.246-5	Inspection of Services – Cost Reimbursement	APR 1984
52.246-6	Inspection of Services – Time-and-Material and Labor Hour	MAY 2001
52.246-16	Responsibility for Supplies	APR 1984

E.2 INSPECTION AND ACCEPTANCE.

All work performed and end products provided under this contract shall be subject to inspection and acceptance by the COR or a duly authorized representative at any time during performance.

The deliverables required hereunder will be inspected for conformance with the terms, conditions, and specifications contained herein.

SECTION F
DELIVERIES OR PERFORMANCE

F.1 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):): <http://farsite.hill.af.mil> and <http://farsite.hill.af.mil/VFDIARA.HTM> (Department of Interior Acquisition Regulations – DIAR)

Clause No.	Title	Date
52.242-15	Stop Work Order	AUG 1989
52.242-15	Stop Work Order, Alt. 1 (APR 1984)	AUG 1989
52.242-17	Government Delay of Work	APR 1984

**SECTION G
CONTRACT ADMINISTRATION DATA**

G.1 CONTRACT ADMINISTRATION OFFICE

This contract will be administered by:

Minerals Management Service
Western Area Service Center
Contracting Officer: Beverly C. Sechrest
PO Box 25165, MS 2730
Denver, CO 80225

Phone: 303-231-3935
FAX: 303-231- 3917
E-Mail: Bev.C.Sechrest@mms.gov

G.2 CONTRACTING OFFICER'S REPRESENTATIVE

The CO will designate a Contracting Officer's Representative (COR) at the time of contract award and for any separate work assignments (task/delivery orders). The COR will be appointed in writing and a copy of the appointment will be furnished to the Contractor and shall include a description of the COR's authority. Changes in this delegation will be made by written changes to the existing appointment or by issuance of a new appointment.

G.3 INVOICING

Location of invoice submission will be defined on each task order.

**SECTION H
SPECIAL CONTRACT CLAUSES**

H.1 PROCEDURES FOR ISSUANCE OF DELIVERY/TASK ORDERS

(a) Delivery/Task Orders.

1. Delivery/Task orders, firm-fixed price for operations and support and firm-fixed price, time and materials, labor hour, or cost-reimbursable are for system development and enhancement projects that cannot be known in advance. Delivery/Task orders will be used to request work covered by a Statement of Work or Performance Work Statement, but requiring further definition, specific performance periods, product identification, or resource accountability.
2. The CO, using the appropriate form, will issue a firm-fixed price, time and materials, labor hour, or cost-reimbursable delivery/task order specifying the work to be performed, including required deliverables, period of performance, total amount (either fixed or estimated) and funding provided at the issuance of the delivery/task order.
3. All delivery/task orders are subject to the terms and conditions of the contract. In the event of a conflict between any delivery/task order and this contract, the contract shall govern. Delivery/Task orders may be issued unilaterally, by incorporating the Contractor's proposal(s) or the CO may require the Contractor's signature prior to commencement of the work required under the delivery/task order. If unilateral, the delivery/task order is considered issued on the date the order is signed by the CO.

(b) Payment Provisions for Delivery/Task Orders.

Upon the delivery and acceptance of individual projects completed as part of this contract, the Government will pay to the Contractor the negotiated amount (either fixed or estimated) for each order. Payment will be made in the form of a lump sum for each completed delivery order upon acceptance of the work and submission of a proper invoice. For those projects that exceed sixty (60) days, more frequent payments may be negotiated and set forth in the order, to be paid upon acceptance and submission of a proper invoice.

(c) Additional Work.

The CO must approve any additional work not detailed in the delivery order/task in writing.

H.2 SECTION 508 COMPLIANCE

This contract must be in Section 508 compliance. For additional information please go to www.section508.gov.

H.3 INTERNET PROTOCOL (IP) (NOV 2006)

(a) Any system hardware, software, firmware and/or networked component (voice, video or data) developed, procured, or acquired in support and/or performance of this contract shall be capable of transmitting, receiving, processing, forwarding and storing digital information across system boundaries utilizing system packets that are formatted in accordance with commercial standards of Internet Protocol (IP) version 6 (IPv6) as set forth in Internet Engineering Task Force (IETF) RFC 2460 and associated IPv6-related IETF RFC standards. In addition, this system shall maintain interoperability with IPv4 systems and provide at least the same level of performance and reliability capabilities of IPv4 products.

(b) Specifically, any new IP product or system developed, acquired, or produced must:

1. Interoperate with both IPv6 and IPv4 systems and products,
2. If not initially compliant, provide a migration path and commitment to upgrade to IPv6 for all application and product features by June 2008, and
3. Have available contractor/vendor IPv6 technical support for development and implementation and fielded product management.

(c) As IPv6 evolves, the Contractor commits to upgrading or providing an appropriate migration path for each item developed, delivered or utilized at no additional cost to the Government. The Contractor shall retrofit all non-IPv6 capable equipment, as defined above, that is fielded under this contract with IPv6 capable equipment within one year after the availability of a compliant IPv6 solution, or June 2008 (whichever is sooner) at no additional cost to the Government.

(d) The contractor shall provide technical support for both IPv4 and IPv6.

(e) Any system or software must be able to operate on networks supporting IPv4, IPv6 or one that supports both.

(f) Any product whose non-compliance is discovered and made known to the Contractor within one year after acceptance shall be upgraded, modified or replaced to bring it into compliance at no additional cost to the Government.

(g) Any exceptions to the use of IPv6 require the agency's Chief Information Officer to give advance, written approval.

H.4 PHASE IN/PHASE OUT — TRANSITION

- 4.1.1 The incumbent contractor recognizes that the services provided by this contract are vital to the Government's overall effort, that the continuity thereof must be maintained in a consistently high level without interruption, that upon expiration of this contract a successor—either the Government or another contractor—may continue these services. That the successor, be it the Government or another contractor, will need phase-in training by the incumbent contractor, and that the incumbent contractor must give their best effort and cooperation in order to effect an orderly and efficient transition to a successor.
- 4.1.2 In view of the above, the incumbent contractor agrees, upon written notification by the CO to provide phase-in, phase-out (PIPO) services beginning as early as 90 days prior to expiration and for up to 180 days after current contract expires. After notification, the incumbent contractor agrees to negotiate in good faith with a successor in determining the nature and extent of the PIPO services, including a mutually acceptable detailed plan for PIPO operations. The plan shall design a training program and specify a date for shifting the responsibility to the successor for each task of work set forth in the plan, and shall be subject to the approval of the CO. The incumbent contractor shall provide sufficient experienced personnel during the PIPO period to ensure that the services called for by this contract are maintained at a high level of proficiency. The incumbent contractor shall be reimbursed for all reasonable PIPO costs—those costs accruing within the agreed period after contract expiration, which results from PIPO operations.
- 4.1.3 The incumbent contractor agrees to cooperate with the successor, whether it be the Government or another contractor, in allowing as many personnel as practicable to remain on the job in order to enhance the continuity and consistency of the services called for by this contract. Toward that end, the contractor agrees to disclose necessary personnel records and to allow its successor to conduct onsite interviews with its employees (see FAR 52.222-41). If said employees are agreeable to the change and are accepted by the successor, then the contractor shall release them at a mutually acceptable date and shall transfer their earned fringe benefits to the successor.
- 4.1.4 Within ten calendar days from date of contract award, the successor contractor shall present to the COR the Transition Plan as proposed, updated to reflect the activities and schedule required to achieve operational readiness. There shall be a Transition Readiness Review 2 weeks prior to the operational turnover to evaluate the contractor's transition status and assess their ability to assume operational responsibility for the contract.

**H.5 SECURITY REQUIREMENTS, INFORMATION/TECHNOLOGY/
COMPULSORY PROTECTION OF SENSITIVE/PROPRIETARY
INFORMATION AND SECURITY ACCESS REQUIREMENTS – MMS
(MAY 2005)**

5.1 BASIC CLAUSE

5.1.1 Background Investigation

Contractor employees who have access to the Department of the Interior (DOI) information technology (IT) systems or will develop custom applications are subject to OPM administered background investigations. The type of background investigation required is based on the risk/sensitivity level designation. Guidance for determining the appropriate type of background investigation required for the designated risk/sensitivity level is contained in DOI Departmental Manual (DM) Part 441, Chapter 3. The DM is available on the Internet at http://elips.doi.gov/app_home/index.cfm?fuseaction=home.

The risk/sensitivity level designation of the activities performed under this contract is *moderate* risk and requires a *Background Investigation*.

The Contractor shall complete the required background investigation forms and submit to the Contracting Officer (CO) 14 calendar days prior to performing work on the contract. The MMS Bureau Security Office (BSO) shall determine if individuals meet the required background investigation standards and make a suitability determination. Minimum standards used in suitability determinations are contained in the DOI Departmental Manual Part 441, Chapter 5. The Minerals Management Service (MMS) will pay for any background investigations required for contractor employees. Existing clearances at the same or higher level are acceptable upon the BSO's review and approval.

Contractor employees occupying high risk public trust positions shall be reinvestigated every 5 years. A reinvestigation may be initiated prior to the normal periodic reinvestigation schedule when an individual's continued ability to meet the minimum background investigation standards is in question. The BSO shall review the records and documentation and make the suitability.

In the event of a disagreement between the Contractor and the Government concerning the suitability of a particular employee to perform work under this contract, the Government shall have the right of final determination. Determinations under this requirement are subject to the Disputes Clause. Failure of the Contractor to comply with the requirements of this clause could constitute grounds for termination for default.

5.1.2 Information Protection

The term "sensitive information" means any information which warrants a degree of protection and technical, operational, and administrative control as defined by the MMS or that meets the criteria for exemption from public disclosure set forth under Sections 552 and 552a of Title 5, United States Code: the Freedom of

Information Act and the Privacy Act. Sensitive information is generally categorized as For Official Use Only (FOUO) and shall include other unclassified information and proprietary data. (The protection of classified information is beyond the scope of this clause. If any work on classified information is required under this contract, it is addressed under other contract clauses.) The Contractor shall protect this type of information from unauthorized release into public domain, or to unauthorized persons, organizations, or subcontractors. Information which, either alone or in aggregate, is deemed sensitive or proprietary by the MMS shall be protected as instructed by MMS in accordance with the magnitude of the loss or harm that could result from inadvertent or deliberate disclosure, alteration, or destruction of the data. All provisions of this clause also apply to all subcontractors that are performing under this contract.

5.1.3 **Non-disclosure Agreement**

Contractor employees who will have access to DOI information or will develop custom applications must sign a non-disclosure agreement prior to gaining access. A sample is attached in Section J. Upon award the CO will provide the final agreement to the Contractor. The Contractor shall execute the agreement(s) and submit them to the CO.

5.1.4 **Training**

The Contractor shall ensure its employees complete all MMS/DOI required IT security training. The Contractor's employees shall complete this training before being granted access to MMS/DOI data or being issued a user account. The current training requirements are: (i) annual end-user IT Security Awareness (1 hour), (ii) annual IT Resources Rules of Behavior (1 hour), and (iii) annual IT security training for IT professionals (8 hours). The contractor shall comply with all MMS/DOI IT security training requirements in effect during contract performance. The COTR will notify the Contractor of all MMS mandatory IT training. The Contractor shall submit a letter to the COTR and CO certifying each employee's completion of the required training. This letter shall include; (i) employees name, (ii) date training completed, and (iii) description of training.

5.1.5 **Access to Contractor's Facilities**

The Contractor shall afford MMS and the Department of the Interior Office of Inspector General access to the Contractor's and subcontractors' facilities, installations, operations, documentation, databases, and personnel used in performance of the contract. Access shall be provided to the extent required to carry out a program of IT inspection, investigation and audit that will safeguard against threats and hazards to the integrity, availability and confidentiality of MMS data or to the function of computer systems operated on behalf of MMS, and to preserve evidence of computer crime. If the Contractor questions the Government employee's right to access its facilities, it should contact the CO for resolution.

5.1.6 **Personnel Changes**

The Contractor shall immediately notify the CO and BSO when an employee working on a MMS/DOI system is reassigned or leaves the Contractor's employment and prior to any unfriendly termination.

5.1.7 **Contractor Location**

Custom software development and outsourced operations shall be located in the United States to the maximum extent practical. If such services are proposed to be performed abroad, the Contractor shall provide an acceptable security plan that addresses the mitigation of problems related to communication, control, and protecting the confidentiality, integrity, and availability of IT systems and information.

5.1.8 **Applicable Standards**

The Contractor shall follow the DOI System Development Life Cycle (SDLC), National Institute of Standards & Technology (NIST) SP 800-64, and the DOI SDLC Security Integration Guide. NIST documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. The contractor shall request copies of DOI documents by contacting the CO or BSO.

5.1.9 **Incident Reporting**

The Contractor shall immediately report computer security incidents affecting MMS/DOI data and systems in accordance with the DOI Computer Incident Response Guide. The contractor shall request copies of the DOI Computer Incident Response Guide by contacting the CO or BSO.

5.1.10 **Security Controls**

The Contractor shall ensure compliance with the security control requirements of the current version of NIST SP 800-53 and FIPS 200 appropriate to the sensitivity and criticality of the application/system. FIPS 199 and the DOI Asset Valuation Guide shall be used to determine the applications/systems sensitivity and criticality. NIST documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. FIPS documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. The contractor shall request copies of DOI documents by contacting the CO or BSO.

5.1.12 **Contingency Plan**

The Contractor shall submit a contingency plan in accordance with NIST SP 800-34 and DOI Contingency Plan Guide. The Contractor shall submit contingency plans to the BSO for review and approval. NIST documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. The contractor shall request copies of the DOI Contingency Plan Guide by contacting the CO or BSO.

5.1.13 **Subcontract Requirements**

The Contractor shall incorporate the substance of this clause in all subcontracts awarded under this contract.

(End of basic clause)

5.2 ALTERNATE CLAUSES

Major Application – means an application that requires special attention to security due to the risk and magnitude of the harm resulting from the loss, misuse, or unauthorized access to or modification of the information in the application.

Note: All Federal applications require some level of protection. Certain applications, because of the information in them, however, require special management oversight and should be treated as major. Adequate security for other applications should be provided by security of the systems in which they operate.

5.2.1 **Certification and Accreditation**

Minerals Revenue Management Support System (MRMSS) must be certified and accredited (C&A) prior to going into production and reaccredited every three years or whenever there is a major change that affects security. The Contractor is responsible for the completing and documenting the C&A. The Contractor shall provide the CO C&A documents in both hard copy and electronic form. The Contractor shall follow NIST SP 800-37, 800-18, 800-30, 800-60, 800.53, 800-53A, Federal Information Processing Standard (FIPS) 199 and 200, the associated DOI guides/templates, the DOI Security Test & Evaluation (ST&E) Guide, and the DOI Privacy Impact Assessment. NIST documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. FIPS documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. The contractor shall request copies of DOI documents by contacting the CO or BSO.

The Government reserves the right to conduct the ST&E, using either Government personnel or an independent contractor. The Contractor shall take appropriate and timely action to correct or mitigate any weaknesses discovered during ST&E testing, at no additional cost to the Government. The Designated Approving Authority (DAA) for the application/system shall be the official identified in DOI Secretarial Order No. 3255. This order is available on the internet at http://elips.doi.gov/app_SO/act_getfiles.cfm?order_number=3255. DAA authority has been delegated to the MMS Director.

5.2.2 **Self Assessment**

The Contractor shall conduct an annual self assessment in accordance with NIST SP 800-26 on all major applications, general support systems, and outsourced applications in production. NIST documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. The Contractor shall take appropriate and timely action to correct or mitigate any weaknesses discovered during the self assessment, at no additional cost to the Government. The Government reserves the right to conduct such an assessment using Government personnel or an independent contractor.

5.2.3 **Vulnerability Analysis**

The Contractor shall scan all systems monthly with a vulnerability analysis tool that is compatible with the software in use by the Office of the Chief Information Officer at the time **of award or any major upgrade modification**. The Contractor shall perform penetration tests on all high risk systems and systems accessible

from the internet. The Contractor shall document the testing results. An electronic copy of each report and session data shall be submitted to the CO. The Contractor shall take appropriate and timely action to correct or mitigate any weaknesses discovered during the self analysis, at no additional cost to the Government. The Government reserves the right to conduct unannounced and prearranged independent vulnerability scans using Government personnel or an independent contractor.

5.2.4 **Asset Valuation**

The Contractor shall use the most current version of NIST Special Publication 800-60 and FIPS 199 to determine the systems mission impact, data sensitivity, risk level, bureau/department/national criticality, and whether the system is a major application, minor application, or general support system. NIST documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>. FIPS documents are available on the internet at <http://csrc.nist.gov/publications/nistpubs/>.

5.2.5 **IT Security Requirements**

The Contractor shall be responsible for Information Technology security for all systems connected to an MMS/DOI network or operated by the Contractor for MMS/DOI, regardless of location. This clause is applicable to all or any part of the contract that includes information technology resources or services in which the Contractor must have physical or electronic access to MMS/DOI's sensitive information contained in unclassified systems directly supporting the mission of MMS. This includes information technology, hardware, software, databases, and the management, operation, maintenance, programming, and system administration of computer systems, networks, and telecommunications systems. Examples of tasks that require these security provisions include:

- (i) The acquisition, transmission or analysis of data owned by MMS/DOI with significant replacement cost should the Contractor's copy be corrupted; and
- (ii) Access to MMS/DOI networks or computers at a level beyond that granted the general public, e.g. access to control rooms, computer rooms, or controlled access through a firewall or other security control measure.

5.2.6 **IT Security Plan**

The Contractor shall provide, implement, and maintain an Information Technology Security Plan. This plan shall describe the processes and procedures that will be followed to ensure appropriate security of IT resources that are developed, processed, stored, or used under this contract. The plan shall describe those parts of the contract to which this clause applies. The Contractor's IT Security Plan shall be compliant with Federal laws that include, but are not limited to, the Computer Security Act of 1987 (40 U.S.C. 1441 et seq.) and the Federal Information Security Management Act of 2002. The plan shall meet IT security requirements in accordance with Federal and MMS/DOI policies and procedures that include, but are not limited to:

- (i) OMB Circular A-130, Management of Federal Information Resources, Appendix III, Security of Federal Automated Information Resources (http://www.whitehouse.gov/omb/circulars/a130/appendix_iii.pdf); and

(ii) National Institute of Standards and Technology (NIST) Special Publication 800-18, Guide for Developing Security Plans for Information Technology Systems (<http://csrc.nist.gov/publications/nistpubs/>).

Within *120* days after contract award, the Contractor shall submit for MMS approval their IT Security Plan. This plan must be consistent with and further detail the approach contained in the offeror's quotation, proposal, or sealed bid that resulted in the award of this contract and in compliance with the requirements stated in this clause. The plan, as approved by the Contracting Officer in collaboration with the Bureau Security Office, shall be incorporated into the contract as a compliance document.

**SECTION I
CONTRACT CLAUSES**

I.1 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):): <http://farsite.hill.af.mil> and <http://farsite.hill.af.mil/VFDIARA.HTM> (Department of Interior Acquisition Regulations – DIAR)

Clause No.	Title	Date
52.202-1	Definitions	JUL 2004
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	APR 1984
52.203-8	Cancellation, Rescission, and Recovery of funds for Illegal or Improper Activity	JAN 1997
52.203-6	Restrictions on Subcontractor Sales to the Government	SEP 2006
52.203-7	Anti-Kickback Procedures	JUL 1995
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity	JAN 1997
52.203-12	Limitation on Payments to Influence Certain Federal Transactions	SEP 2005
52.204-4	Printed or Copied Double-Sided on Recycled Paper	AUG 2000
52.204-7	Central Contractor Registration	JUL 2006
52.204-9	Personal Identity Verification of Contractor Personnel (JAN 2006)	JAN 2006
52.209-6	Protecting the Governments Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment	SEP 2006
52.215-2	Audit and Records – Negotiation	JUN 1999
52.215-8	Order of Precedence – Uniform Contract Format	OCT 1997
52.215-10	Price Reduction for Defective Cost or Pricing Data	OCT 1997
52.215-19	Notification of Ownership Changes	OCT 1997
52.215-20	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data	OCT 1997
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data Modification	OCT 1997
52.216-7	Allowable Cost and Payment	DEC 2002
52.216-18	Ordering *Date of Award through September 30, 2017 (if all Options exercised)	OCT 1995

52.216-19	Order Limitations *(a) \$25,000.00 (b)(1) \$10,000,000.00 (b)(2) \$50,000,000.00 (b)(3) 10 (d) 5	OCT 1995
52.216-22	Indefinite Quantity *September 30, 2017 (if Options exercised)	OCT 1995
52.217-8	Option to Extend Services *10 days	NOV 1999
52.217-9	Option to Extend the Term of the Contract *10 days, 30 days, 10 years 6 months	MAR 2000
52.219-4	Notice of Price Evaluation Preference for HUBZone Small Business Concerns	JUL 2005
52.219-8	Utilization of Small Business Concerns	MAY 2004
52.219-25	Small Disadvantaged Business Participation Program—Disadvantaged Status and Reporting	OCT 1999
52.222-3	Convict Labor	JUN 2003
52.222-21	Prohibition of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	APR 2002
52.222-29	Notification of Visa Denial	JUN 2003
52.222-35	Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era	SEP 2006
52.222-37	Employment Reports on Disabled Veterans and Veterans of the Vietnam Era	SEP 2006
52.222-41	Service Contract Act of 1965, as Amended	JUL 2005
52.222-43	Fair Labor Standards Act and Service Contract Act (Multiple Year and Option Contracts)	MAY 1989
52.223-6	Drug-Free Workplace	MAY 2001
52.223-14	Toxic Chemical Release Reporting	AUG 2003
52.225-13	Restrictions on Certain Foreign Purchase	FEB 2006
52.227-1	Authorization and Consent	JUL 1995
52.227-2	Notice and Assistance Regarding Patent and Copyright Infringement	AUG 1996
52.227-14	Rights in Data – General	JUN 1987
52.232-1	Payments	APR 1984
52.232-7	Payments under Time-and-Materials and Labor-Hour Contracts	AUG 2005
52.232-8	Discounts for Prompt Payment	FEB 2002
52.232-9	Limitation on Withholding of Payments	APR 1984
52.232-11	Extras	APR 1984
52.232-17	Interest	JUN 1996
52.232-18	Availability of Funds	APR 1984
52.232-19	Availability of Funds for the Next Fiscal Year	APR 1984

52.232-20	Limitation of Cost	APR 1984
52.232-23	Assignment of Claims	JAN 1986
52.232-25	Prompt Payment	OCT 2003
52.232-33	Payment by Electronic Funds Transfer – Central Contractor Registration	OCT 2003
52.233-1	Disputes – Alternate I (DEC 1991)	JUL 2002
52.233-2	Service of Protest	SEP 2006
52.233-3	Protest After Award	AUG 1996
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.237-2	Protection of Government Buildings, Equipment, and Vegetation	APR 1984
52.237-3	Continuity of Services	JAN 1991
52.242-1	Notice of Intent to Disallow Costs	MAY 2001
52.242-3	Penalties for Unallowable Costs	APR 1984
52.242-4	Certification of Final Indirect Costs	JAN 1997
52.242-13	Bankruptcy	JUL 1995
52.243-1	Changes – Fixed Price	AUG 1987
52.243-2	Changes – Cost Reimbursement – Alternate II (APR 1984)	AUG 1987
52.243-3	Changes – Time-and-Materials or Labor-Hours	SEP 2000
52.244-2	Subcontracts	AUG 1998
52.244-5	Competition in Subcontracting	DEC 1996
52.244-6	Subcontracts for Commercial Items and Commercial Components	SEP 2006
52.245-1	Property Records	APR 1984
52.245-5	Government Property (Cost-Reimbursement, Time-and-Material, or Labor-Hour Contracts)	MAY 2004
52.245-19	Government Property Furnished “As Is”	MAY 2001
52.246-20	Warranty of Services *90 days from date of Government acceptance	MAY 2001
52.246-25	Limitation of Liability – Services	FEB 1997
52.248-1	Value Engineering	FEB 2000
52.249-1	Termination for Convenience of the Government (Fixed-Price) (Short Form)	APR 1984
52.249-2	Termination for Convenience of the Government (Fixed Price)	MAY 2004
52.249-4	Termination for Convenience of the Government (Services) (Short Form)	APR 1984
52.249-6	Termination (Cost – Reimbursement)	MAY 2004
52.249-8	Default (Fixed-Price Supply and Service)	APR 1984
52.249-14	Excusable Delays	APR 1984
52.253-1	Computer Generated Forms	JAN 1991

**I.2 52.219-9 SMALL BUSINESS SUBCONTRACTING PLAN (SEP 2006)
ALT II (OCT 2001)**

(a) This clause does not apply to small business concerns.

(b) *Definitions.* As used in this clause--

“Commercial item” means a product or service that satisfies the definition of commercial item in section 2.101 of the Federal Acquisition Regulation.

“Commercial plan” means a subcontracting plan (including goals) that covers the offeror’s fiscal year and that applies to the entire production of commercial items sold by either the entire company or a portion thereof (*e.g.*, division, plant, or product line).

“Individual contract plan” means a subcontracting plan that covers the entire contract period (including option periods), applies to a specific contract, and has goals that are based on the offeror’s planned subcontracting in support of the specific contract except that indirect costs incurred for common or joint purposes may be allocated on a prorated basis to the contract.

“Master plan” means a subcontracting plan that contains all the required elements of an individual contract plan, except goals, and may be incorporated into individual contract plans, provided the master plan has been approved.

“Subcontract” means any agreement (other than one involving an employer-employee relationship) entered into by a Federal Government prime Contractor or subcontractor calling for supplies or services required for performance of the contract or subcontract.

(c) Proposals submitted in response to this solicitation shall include a subcontracting plan, that separately addresses subcontracting with small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. If the offeror is submitting an individual contract plan, the plan must separately address subcontracting with small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns with a separate part for the basic contract and separate parts for each option (if any). The plan shall be included in and made a part of the resultant contract. The subcontracting plan shall be negotiated within the time specified by the Contracting Officer. Failure to submit and negotiate a subcontracting plan shall make the offeror ineligible for award of a contract.

(d) The offeror’s subcontracting plan shall include the following:

(1) Goals, expressed in terms of percentages of total planned subcontracting dollars, for the use of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns as subcontractors. The offeror shall include all subcontracts that contribute to contract performance, and may include a proportionate share of products and services that are normally allocated as indirect costs.

(2) A statement of --

(i) Total dollars planned to be subcontracted for an individual contract plan; or the offeror’s total projected sales, expressed in dollars, and the

- total value of projected subcontracts to support the sales for a commercial plan;
 - (ii) Total dollars planned to be subcontracted to small business concerns;
 - (iii) Total dollars planned to be subcontracted to veteran-owned small business concerns;
 - (iv) Total dollars planned to be subcontracted to service-disabled veteran-owned small business;
 - (v) Total dollars planned to be subcontracted to HUBZone small business concerns;
 - (vi) Total dollars planned to be subcontracted to small disadvantaged business concerns; and
 - (vii) Total dollars planned to be subcontracted to women-owned small business concerns.
- (3) A description of the principal types of supplies and services to be subcontracted, and an identification of the types planned for subcontracting to --
- (i) Small business concerns,
 - (ii) Veteran-owned small business concerns;
 - (iii) Service-disabled veteran-owned small business concerns;
 - (iv) HUBZone small business concerns;
 - (v) Small disadvantaged business concerns, and
 - (vi) Women-owned small business concerns.
- (4) A description of the method used to develop the subcontracting goals in paragraph (d)(1) of this clause.
- (5) A description of the method used to identify potential sources for solicitation purposes (*e.g.*, existing company source lists, the Procurement Marketing and Access Network (PRO-Net) of the Small Business Administration (SBA), veterans service organizations, the National Minority Purchasing Council Vendor Information Service, the Research and Information Division of the Minority Business Development Agency in the Department of Commerce, or small, HUBZone, small disadvantaged, and women-owned small business trade associations). A firm may rely on the information contained in PRO-Net as an accurate representation of a concern's size and ownership characteristics for the purposes of maintaining a small, veteran-owned small, service-disabled veteran-owned small, HUBZone small, small disadvantaged, and women-owned small business source list. Use of PRO-Net as its source list does not relieve a firm of its responsibilities (*e.g.*, outreach, assistance, counseling, or publicizing subcontracting opportunities) in this clause.
- (6) A statement as to whether or not the offeror included indirect costs in establishing subcontracting goals, and a description of the method used to determine the proportionate share of indirect costs to be incurred with --
- (i) Small business concerns;
 - (ii) Veteran-owned small business concerns;
 - (iii) Service-disabled veteran-owned small business concerns;
 - (iv) HUBZone small business concerns;
 - (v) Small disadvantaged business concerns; and
 - (vi) Women-owned small business concerns.

(7) The name of the individual employed by the offeror who will administer the offeror's subcontracting program, and a description of the duties of the individual.

(8) A description of the efforts the offeror will make to assure that small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns have an equitable opportunity to compete for subcontracts.

(9) Assurances that the offeror will include the clause of this contract entitled "Utilization of Small Business Concerns" in all subcontracts that offer further subcontracting opportunities, and that the offeror will require all subcontractors (except small business concerns) that receive subcontracts in excess of \$550,000 (\$1,000,000 for construction of any public facility) to adopt a plan similar to the plan that complies with the requirements of this clause.

(10) Assurances that the offeror will --

(i) Cooperate in any studies or surveys as may be required;

(ii) Submit periodic reports so that the Government can determine the extent of compliance by the offeror with the subcontracting plan;

(iii) Submit Standard Form (SF) 294, Subcontracting Report for Individual Contracts, and/or SF 295, Summary Subcontract Report, in accordance with the paragraph (j) of this clause. The reports shall provide information on subcontract awards to small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, HUBZone small business concerns, small disadvantaged business concerns, women-owned small business concerns, and Historically Black Colleges and Universities and Minority Institutions. Reporting shall be in accordance with the instructions on the forms or as provided in agency regulations.

(iv) Ensure that its subcontractors agree to submit SF 294 and 295.

(11) A description of the types of records that will be maintained concerning procedures that have been adopted to comply with the requirements and goals in the plan, including establishing source lists; and a description of the offeror's efforts to locate small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns and award subcontracts to them. The records shall include at least the following (on a plant-wide or company-wide basis, unless otherwise indicated):

(i) Source lists (e.g., PRO-Net), guides, and other data that identify small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.

(ii) Organizations contacted in an attempt to locate sources that are small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, or women-owned small business concerns.

(iii) Records on each subcontract solicitation resulting in an award of more than \$100,000, indicating --

- (A) Whether small business concerns were solicited and if not, why not;
 - (B) Whether veteran-owned small business concerns were solicited and, if not, why not;
 - (C) Whether service-disabled veteran-owned small business concerns were solicited and, if not, why not;
 - (D) Whether HUBZone small business concerns were solicited and, if not, why not;
 - (E) Whether small disadvantaged business concerns were solicited and if not, why not;
 - (F) Whether women-owned small business concerns were solicited and if not, why not; and
 - (G) If applicable, the reason award was not made to a small business concern.
- (iv) Records of any outreach efforts to contact --
- (A) Trade associations;
 - (B) Business development organizations;
 - (C) Conferences and trade fairs to locate small, HUBZone small, small disadvantaged, and women-owned small business sources; and
 - (D) Veterans service organizations.
- (v) Records of internal guidance and encouragement provided to buyers through --
- (A) Workshops, seminars, training, etc., and
 - (B) Monitoring performance to evaluate compliance with the program's requirements.
- (vi) On a contract-by-contract basis, records to support award data submitted by the offeror to the Government, including the name, address, and business size of each subcontractor. Contractors having commercial plans need not comply with this requirement.
- (e) In order to effectively implement this plan to the extent consistent with efficient contract performance, the Contractor shall perform the following functions:
- (1) Assist small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns. Where the Contractor's lists of potential small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business subcontractors are excessively long, reasonable effort shall be made to give all such small business concerns an opportunity to compete over a period of time.
 - (2) Provide adequate and timely consideration of the potentialities of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns in all "make-or-buy" decisions.

- (3) Counsel and discuss subcontracting opportunities with representatives of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business firms.
- (4) Confirm that a subcontractor representing itself as a HUBZone small business concern is identified as a certified HUBZone small business concern by accessing the Central Contractor Registration (CCR) database or by contacting SBA.
- (5) Provide notice to subcontractors concerning penalties and remedies for misrepresentations of business status as small, veteran-owned small business, HUBZone small, small disadvantaged or women-owned small business for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the Contractor's subcontracting plan.
- (f) A master plan on a plant or division-wide basis that contains all the elements required by paragraph (d) of this clause, except goals, may be incorporated by reference as a part of the subcontracting plan required of the offeror by this clause; provided --
 - (1) The master plan has been approved;
 - (2) The offeror ensures that the master plan is updated as necessary and provides copies of the approved master plan, including evidence of its approval, to the Contracting Officer; and
 - (3) Goals and any deviations from the master plan deemed necessary by the Contracting Officer to satisfy the requirements of this contract are set forth in the individual subcontracting plan.
- (g) A commercial plan is the preferred type of subcontracting plan for contractors furnishing commercial items. The commercial plan shall relate to the offeror's planned subcontracting generally, for both commercial and Government business, rather than solely to the Government contract. Commercial plans are also preferred for subcontractors that provide commercial items under a prime contract, whether or not the prime contractor is supplying a commercial item.
- (h) Prior compliance of the offeror with other such subcontracting plans under previous contracts will be considered by the Contracting Officer in determining the responsibility of the offeror for award of the contract.
- (i) The failure of the Contractor or subcontractor to comply in good faith with --
 - (1) The clause of this contract entitled "Utilization Of Small Business Concerns;" or
 - (2) An approved plan required by this clause, shall be a material breach of the contract.
- (j) The Contractor shall submit the following reports:
 - (1) *Standard Form 294, Subcontracting Report for Individual Contracts*. This report shall be submitted to the Contracting Officer semiannually and at contract completion. The report covers subcontract award data related to this contract. This report is not required for commercial plans.
 - (2) *Standard Form 295, Summary Subcontract Report*. This report encompasses all the contracts with the awarding agency. It must be submitted semi-annually for contracts with the Department of Defense and annually for contracts with civilian agencies. If the reporting activity is covered by a commercial plan, the reporting activity must report annually all subcontract awards under that plan. All reports

submitted at the close of each fiscal year (both individual and commercial plans) shall include a breakout, in the Contractor's format, of subcontract awards, in whole dollars, to small disadvantaged business concerns by North American Industry Classification System (NAICS) Industry Subsector. For a commercial plan, the Contractor may obtain from each of its subcontractors a predominant NAICS Industry Subsector and report all awards to that subcontractor under its predominant NAICS Industry Subsector.

**I.3 52.219-16 LIQUIDATED DAMAGES – SUBCONTRACTING PLAN
(JAN 1999)**

(a) "Failure to make a good faith effort to comply with the subcontracting plan", as used in this clause, means a willful or intentional failure to perform in accordance with the requirements of the subcontracting plan approved under the clause in this contract entitled "Small Business Subcontracting Plan," or willful or intentional action to frustrate the plan.

(b) Performance shall be measured by applying the percentage goals to the total actual subcontracting dollars or, if a commercial plan is involved, to the pro rata share of actual subcontracting dollars attributable to Government contracts covered by the commercial plan. If, at contract completion, or in the case of a commercial plan, at the close of the fiscal year for which the plan is applicable, the Contractor has failed to meet its subcontracting goals and the Contracting Officer decides in accordance with paragraph (c) of this clause that the Contractor failed to make a good faith effort to comply with its subcontracting plan, established in accordance with the clause in this contract entitled "Small Business Subcontracting Plan," the Contractor shall pay the Government liquidated damages in an amount stated. The amount of probable damages attributable to the Contractor's failure to comply, shall be an amount equal to the actual dollar amount by which the Contractor failed to achieve each subcontract goal.

(c) Before the Contracting Officer makes a final decision that the Contractor has failed to make such good faith effort, the Contracting Officer shall give the Contractor written notice specifying the failure and permitting the Contractor to demonstrate what good faith efforts have been made and to discuss the matter. Failure to respond to the notice may be taken as an admission that no valid explanation exists. If, after consideration of all the pertinent data, the Contracting Officer finds that the Contractor failed to make a good faith effort to comply with the subcontracting plan, the Contracting Officer shall issue a final decision to that effect and require that the Contractor pay the Government liquidated damages as provided in paragraph (b) of this clause.

(d) With respect to commercial plans; the Contracting Officer who approved the plan will perform the functions of the Contracting Officer under this clause on behalf of all agencies with contracts covered by that commercial plan.

(e) The Contractor shall have the right of appeal, under the clause in this contract entitled, Disputes, from any final decision of the Contracting Officer.

(f) Liquidated damages shall be in addition to any other remedies that the Government may have.

**I.4 52.219-23 NOTICE OF PRICE EVALUATION ADJUSTMENT FOR
SMALL DISADVANTAGED BUSINESS CONCERNS
(SEP 2005)**

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

“Small disadvantaged business concern” means an offeror that represents, as part of its offer, that it is a small business under the size standard applicable to this acquisition; and either—

- (1) It has received certification by the Small Business Administration as a small disadvantaged business concern consistent with 13 CFR 124, Subpart B; and
 - (i) No material change in disadvantaged ownership and control has occurred since its certification;
 - (ii) Where the concern is owned by one or more disadvantaged individuals, 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); and
 - (iii) It is identified, on the date of its representation, as a certified small disadvantaged business concern in the database maintained by the Small Business Administration (PRO-Net).

(2) It has 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. In this case, in order to receive the benefit of a price evaluation adjustment, an offeror must receive certification as a small disadvantaged business concern by the Small Business Administration prior to contract award; or

(3) Is a joint venture as defined in 13 CFR 124.1002(f).

“Historically black college or university” means an institution determined by the Secretary of Education to meet the requirements of 34 CFR 608.2. For the Department of Defense (DoD), the National Aeronautics and Space Administration (NASA), and the Coast Guard, the term also includes any nonprofit research institution that was an integral part of such a college or university before November 14, 1986.

“Minority institution” means an institution of higher education meeting the requirements of Section 1046(3) of the Higher Education Act of 1965 (20 U.S.C. 1067k, including a Hispanic-serving institution of higher education, as defined in Section 316(b)(1) of the Act (20 U.S.C. 1101a)).

(b) *Evaluation adjustment.*

(1) The Contracting Officer will evaluate offers by adding a factor of
 $\frac{\quad 10 \quad}{\quad}$ percent to the price of all offers, except—

- (i) Offers from small disadvantaged business concerns that have not waived the adjustment; and
- (ii) An otherwise successful offer from a historically black college or university or minority institution.

(2) The Contracting Officer will apply the factor to a line item or a group of line items on which award may be made. The Contracting Officer will apply other evaluation factors described in the solicitation before application of the factor. The factor may not be applied if using the adjustment would cause the contract award to be made at a price that exceeds the fair market price by more than the factor in paragraph (b)(1) of this clause.

(c) *Waiver of evaluation adjustment.* A small disadvantaged business concern may elect to waive the adjustment, in which case the factor will be added to its offer for evaluation purposes. The agreements in paragraph (d) of this clause do not apply to offers that waive the adjustment.

___ Offeror elects to waive the adjustment.

(d) *Agreements.*

(1) A small disadvantaged business concern, that did not waive the adjustment, agrees that in performance of the contract, in the case of a contract for—

- (i) Services, except construction, at least 50 percent of the cost of personnel for contract performance will be spent for employees of the concern;
- (ii) Supplies (other than procurement from a nonmanufacturer of such supplies), at least 50 percent of the cost of manufacturing, excluding the cost of materials, will be performed by the concern;
- (iii) General construction, at least 15 percent of the cost of the contract, excluding the cost of materials, will be performed by employees of the concern; or
- (iv) Construction by special trade contractors, at least 25 percent of the cost of the contract, excluding the cost of materials, will be performed by employees of the concern.

(2) A small disadvantaged business concern submitting an offer in its own name shall furnish in performing this contract only end items manufactured or produced by small disadvantaged business concerns in the United States or its outlying areas. This paragraph does not apply to construction or service contracts.

I.5 52.219-25 SMALL DISADVANTAGED BUSINESS PARTICIPATION PROGRAM—DISADVANTAGED STATUS AND REPORTING (OCT 1999)

(a) *Disadvantaged status for joint venture partners, team members, and subcontractors.* This clause addresses disadvantaged status for joint venture partners, teaming arrangement members, and subcontractors and is applicable if this contract contains small disadvantaged business (SDB) participation targets. The Contractor shall obtain representations of small disadvantaged status from joint venture partners and teaming arrangement members through use of a provision substantially the same as paragraph (b)(1)(i) of the provision at FAR 52.219-22, Small Disadvantaged Business Status. The Contractor shall confirm that a joint venture partner, team member, or subcontractor representing itself as a small disadvantaged business concern, is identified as a certified small disadvantaged business in the database maintained by the Small Business

Administration (PRO-Net) or by contacting the SBA's Office of Small Disadvantaged Business Certification and Eligibility.

(b) *Reporting requirement.* If this contract contains SDB participation targets, the Contractor shall report on the participation of SDB concerns at contract completion, or as otherwise provided in this contract. Reporting may be on Optional Form 312, Small Disadvantaged Business Participation Report, or in the Contractor's own format providing the same information. This report is required for each contract containing SDB participation targets. If this contract contains an individual Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan, reports may be submitted with the final Subcontracting Report for Individual Contracts (Standard Form 294) at the completion of the contract.

I.6 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

*This Statement is for Information Only:
It is not a Wage Determination*

Employee Class	Monetary Wage -- Fringe Benefits
Computer Operator	\$37.69
Computer Programmer	\$44.54
Computer Systems Analyst	\$52.39
Peripheral Equipment Operator	\$37.69

I.7 52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any Department of the Interior Acquisition Regulations (DIAR) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

I.8 1452.228-7 INSURANCE—LIABILITY TO THIRD PERSONS (APR 1984)(DEVIATION)

- (a) (1) Except as provided in subparagraph (a)(2) of this clause, the Contractor shall provide and maintain workers' compensation, employer's liability, comprehensive general liability (bodily injury), comprehensive automobile liability (bodily injury and property damage) insurance, and such other insurance as the Contracting Officer may require under this contract.
- (2) The Contractor may, with the approval of the Contracting Officer, maintain a self-insurance program; provided that, with respect to workers' compensation, the Contractor is qualified pursuant to statutory authority.
- (3) All insurance required by this paragraph shall be in a form and amount and for those periods as the Contracting Officer may require or approve and with insurers approved by the Contracting Officer.
- (b) The Contractor agrees to submit for the Contracting Officer's approval, to the extent and in the manner required by the Contracting Officer, any other insurance that is maintained by the Contractor in connection with the performance of this contract and for which the Contractor seeks reimbursement.
- (c) The Contractor shall be reimbursed --
- (1) For that portion --
- (i) Of the reasonable cost of insurance allocable to this contract; and
- (ii) Required or approved under this clause; and
- (2) "For certain liabilities (and expenses incidental to such liabilities) to third persons not compensated by insurance or otherwise but subject to the 'Limitation of Cost' or 'Limitation of Funds' clause of this contract." These liabilities must arise out of the performance of this contract, whether or not caused by the negligence of the Contractor or of the Contractor's agents, servants, or employees, and must be represented by final judgments or settlements approved in writing by the Government. These liabilities are for --
- (i) Loss of or damage to property (other than property owned, occupied, or used by the Contractor, rented to the Contractor, or in the care, custody, or control of the Contractor); or
- (ii) Death or bodily injury.
- (d) The Government's liability under paragraph (c) of this clause is subject to the availability of appropriated funds at the time a contingency occurs. Nothing in this contract shall be construed as implying that the Congress will, at a later date, appropriate funds sufficient to meet deficiencies.
- (e) The Contractor shall not be reimbursed for liabilities (and expenses incidental to such liabilities) --
- (1) For which the Contractor is otherwise responsible under the express terms of any clause specified in the Schedule or elsewhere in the contract;
- (2) For which the Contractor has failed to insure or to maintain insurance as required by the Contracting Officer; or

(3) That result from willful misconduct or lack of good faith on the part of any of the Contractor's directors, officers, managers, superintendents, or other representatives who have supervision or direction of --

- (i) All or substantially all of the Contractor's business;
- (ii) All or substantially all of the Contractor's operations at any one plant or separate location in which this contract is being performed; or
- (iii) A separate and complete major industrial operation in connection with the performance of this contract.

(f) The provisions of paragraph (e) of this clause shall not restrict the right of the Contractor to be reimbursed for the cost of insurance maintained by the Contractor in connection with the performance of this contract, other than insurance required in accordance with this clause; provided, that such cost is allowable under the Allowable Cost and Payment clause of this contract.

(g) If any suit or action is filed or any claim is made against the Contractor, the cost and expense of which may be reimbursable to the Contractor under this contract, and the risk of which is then uninsured or is insured for less than the amount claimed, the Contractor shall --

- (1) Immediately notify the Contracting Officer and promptly furnish copies of all pertinent papers received;
- (2) Authorize Government representatives to collaborate with counsel for the insurance carrier in settling or defending the claim when the amount of the liability claimed exceeds the amount of coverage; and
- (3) Authorize Government representatives to settle or defend the claim and to represent the Contractor in or to take charge of any litigation, if required by the Government, when the liability is not insured or covered by bond. The Contractor may, at its own expense, be associated with the Government representatives in any such claim or litigation.

I.9 1452.228-70 LIABILITY INSURANCE—DEPARTMENT OF THE INTERIOR (JUL 1996)

(a) The Contractor shall procure and maintain during the term of this contract and any extension thereof liability insurance in form satisfactory to the Contracting Officer by an insurance company which is acceptable to the Contracting Officer. The named insured parties under the policy shall be the Contractor and the United States of America. The amounts of the insurance shall be not less than as follows:

- \$ 300,000.00 each person*
- \$ 300,000.00 each occurrence*
- \$ 300,000.00 property damage*

(b) Each policy shall have a certificate evidencing the insurance coverage. The insurance company shall provide an endorsement to notify the Contracting Officer 30 days prior to the effective date of cancellation or termination of the policy or certificate; or modification of the policy or certificate which may adversely affect the interest of the Government in such insurance. The certificate shall identify the contract number, the name and address of the Contracting Officer, as well as the insured, the policy number and a brief description of contract services to be performed. The contractor shall furnish

the Contracting Officer with a copy of an acceptable insurance certificate prior to beginning the work.

*These amounts to be set by the Contracting Officer.

SECTION J
LIST OF ATTACHMENTS

ATTACHMENT	TITLE	PAGE(S)
A	Current Property List	14
B	Wage Determination	10
C	QASP	5
D	Nondisclosure Agreement	1
E	Pricing Pages	11

M08PC14501 - Attachment A - Current Property List and Condition

Current Property List for Contract #	ItemName	Description	SerialNos	Location	Unit of Measure	QTY	Condition Code1	Amt
USDI - MMS - 1435-02-99-CT-40315	NCR	NCR	00741	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Subfloor Water Detector - NCC Facility Manager	Dorlen Remote Indicator RI-2(AT)		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq 486 Computer	486		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Ancient KVM Switch - MRM Security	CYBEX 8-Port KVM	006526	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Imsrn000, Compaq Server	Compaq	007329228	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Disk Drive, Raid Array, Compaq	Compaq Disk Drive, Raid Array	6405HDN20352	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC 900	APC 900		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP 10 Base T	HP 10 Base T		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq 4500	Compaq 4500		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC 600	APC 600		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Modem	Modem	2.79005E+12	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Modem	Modem	0002790047363158	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	imden53acc-2	Cisco 2501 Router	25603705	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 2.0 GB	Not In use		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Monitor	Dell Monitor	04036A3GV6	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell	Dell		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq 500	Compaq 500		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics	US Robotics		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq Prosignia 500	Compaq Prosignia 500		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 17"	Gateway 17"	8036547	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E1000 Win 2K Test Mech	Gateway E1000 Win 2K Test Mech	00036516	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC	APC		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 5500 Switch	Cisco 5500	69018417		Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Plasmon Optical Jukebox	Plasmon Optical Jukebox	828111	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell XPS R400	Dell XPS R400	GMZBP	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	COLD Optical Disk Library	HP SureStore Optical 160 ex	US8AJ00165	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E4200	Gateway E4200		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq DeskPro P500	Compaq DeskPro P500	6927CWYP0113	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Viewstar Optical Storage Jukebox for Viewstar	HP SureStore Optical 40fx	US6AT01712	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 4000 Server	Server, Dell - PowerEdge 4400	HEZHL	Orleans	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP Sure Store DVD Server	HP Sure Store DVD Server	SG01501511	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq Flat Screen TFT5000	Compaq Flat Screen TFT5000	22bh34pl342	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX110	Dell Optiplex GX110	2FYL20B	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX110	Dell Optiplex GX110	4XYL20B	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco WS-C2924-CL-EN	Cisco WS-C2924-CL-EN	FAB0430T0LV	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Old network management HP server	HP		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Controller Fiber CH HDDR 36 gb	Dell Disk Array PE 6300 controller	2E39M	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway Solo 9300 Laptop	Gateway	22536642	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway Solo 9300 Laptop	Gateway	22536643	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	Dell PowerEdge 2550	GDMRM01	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Power Edge 2550	Power Edge 2550	B96RM01	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Netserver	Netserver		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco C2621	Cisco C2621	JMX0533K2KD	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco C2621	Cisco C2621	JMX0533K2K4	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cat-2924	Cat-2924	FAB0533Q12R	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco Catalyst 2950	Cisco Catalyst 2950	FAB0533Q1FD	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cat-2924	Cat-2924	FAB0533Q1ZR	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cat-2924	Cat-2924	FAB0536Q0P5	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco C2950T-12 Switch	Cisco C2950T-12 Switch	SFAB0539W1AR	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	2620	2620	JMX0537FK5QJ	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2501 Router	Cisco 2501 Router	25337807	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco C2621	Cisco C2621	JMX0514K6Z6	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2621	Cisco 2621	JMX0514K6ZN	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Packeteer	Packeteer	015-100000459	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2501 Router	Cisco 2501	25529063	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDS 19"	KDS 19"	0492032064	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDS 19"	KDS 19"		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC 1400	APC 1400	n/a	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP ProCurve 10/100 Hub	HP ProCurve 10/100 Hub	SG92300839	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP1220C	HP1220C	SG01Q1306P	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP Deskjet 1220C - color	HP Deskjet 1220C - color	SG01H13017	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell	Dell		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 1300	Dell PowerEdge 1300	7HDJ2	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq	Compaq		Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Dell	Dell		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell	Dell		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell	Dell		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Fujitsu	Fujitsu		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	MTI	MTI		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP 24 Port Hub	HP 24 Port Hub		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell	Dell	MX0832DX4780106MH0D	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	SMC - EZ Hub 10/100	Cascadable Dual Speed Hub	T190600028	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	DMZBACKUP DLT4 LIBRARY - Systems Mgmt	MTI DLT 4700	CX74502011	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiflex GX110	Dell Optiflex GX110	5J5L20B	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Catalyst 4000 Chassis	Catalyst 4000 Chassis (6-Slot)	SFOX060800NP	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Chassis Board	Component for M00041665	SFOX06080083	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	imden53ns-s4	C2924	fab043t010	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IntelliFax 1800C	Brothers Intellifax 1800C	U60178B2N217910	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	FAST STOR FS-DLT7000	FAST STOR FS-DLT7000	900409C15	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDS 19"	KDS 19"	0992036683	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2501 Router	Cisco 2501 Router	25057554	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	imden53exc-s	Cisco WS-C2924-XL	FAB0430S0BY	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq P-500	Desktop - Compaq P-500	6927CWYP0117	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell LCD Flat Panel Monitor	Dell 48D Flat Panel Monitor	CN02Y3157161848DA928	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim x5 PDA	Dell Axim x5 PDA	TW-0K1839-70161-37R-D2Z5	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 710N Flat Panel	Samsung SyncMaster 710N	MJ17H9NXB16520F	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP ProCurve 10/100 Hub	HP ProCurve 10/100 Hub	SG94704151	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics 56K Fax Modem	US Robotics 56K Fax Modem	24LGG86B0733	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics 56K Fax Modem	US Robotics 56K Fax Modem	222M2958ECH5	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics 56K Fax Modem	US Robotics 56K Fax Modem	228BGCBABKPR	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics Sportster 33.6 Fax Modem	US Robotics Sportster 33.6 Fax Modem	22TSBC59BC05	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics Sportster 33.6 Fax Modem	US Robotics Sportster 33.6 Fax Modem	22TSB33AACUS	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	IDS Server - Dell Power Edge 2550	BGRHJ11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	TESTCITRIX3	Dell Power Edge 2550 IMDENMS60	98TJJ11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	Dell Power Edge 2550 IMDENMS61	8GRHJ11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IDEAL 600 AAC Clamp Meter	IDEAL 600 AAC Clamp Meter, # 61-760	01801664	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Digital Multimeter	IDEAL Testpro 360 Multimeter, #61-360	126675	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 4500 Router	Cisco 4500 Router	45004603	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	3Com PDA Palm IIIx	3Com PDA Palm IIIx	10DK15E977A6	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Packeteer PS1500	Packeteer PS1500	015-10008459	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	3B7PK21	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC 700 UPS	APC 700 UPS Battery Pack	95056470866	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC 2200 Smart UPS	APC 2200 Smart UPS Battery Pack	ES9727479830	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658690	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400 Server	0024658706	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex 110	Dell OptiPlex 110 PC	7GT8001	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX110	Dell OptiPlex GX110	3GLJ408	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	BACKUP02	2GRHJ11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	IMDENMS04	3GRHJ11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	IMDENMS05	FFRHJ11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	IMDENMS06	CGRHJ11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDS Color Monitor, KD-1911	KDS 19 Monitor, KD-1911	0792012040	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX110	Dell Optiplex GX110	2FT8001	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Palm 3x PDA	Palm 3x PDA	10FG1AE97J5K	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Palm 3x PDA	Palm 3x PDA	10FG11607PNX	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Palm 3x PDA	Palm 3x PDA	10DK15F97HFU	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950/24 Port Switches	Cisco 2950/24 Port Switches	FHK0632X14P	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950/24 Port Switches	Cisco 2950/24 Port Switches	FHK0632X14K	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP LaserJet2100Tn	HP LaserJet2100Tn Printer	USCB052671	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco Secure PIX 525	Cisco Secure PIX 525	CNM7DW0BRB	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics Sportster 33.6 Fax Modem	US Robotics Sportster 33.6 Fax Modem	000839032BL6ZMZE	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658714	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	3N16Y11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024000923	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	Dell PowerEdge 2550	75N0M01	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400 Viewstar	Gateway E-3400 Viewstar	0024000922	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2924		FAB043030BY	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Old IMDENRDC01 - MS Solutions		C5Q0M01	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP C4576A Inkjet Printer		SG6491607S	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq Proliant		6528HMQ10154	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway VX 900 Monitor	Gateway VX 900 Monitor	T8L032001	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX110 CPU	Dell Optiplex GX110 CPU	8DT800J	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	VPN 3030 Concentrator	VPN 3030 Concentrator	CAM0240010	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	IDS 4210 Sensor	IDS 4210 Sensor	C81HV11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IDS 4210 Sensor	IDS 4210 Sensor	FPWBX11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IDS 4210 Sensor	IDS 4210 Sensor	4QJ3S11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IDS 4210 Sensor	IDS 4210 Sensor	3QJ3S11	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	WS-2950-24 Switches	WS-2950-24 Switches	FHK0638Y2S4	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	WS-2950-24 Switches	WS-2950-24 Switches	FHK0637Z0TP	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	WS-2950-24 Switches	WS-2950-24 Switches	FHK0638Z2GH	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	WS-2950-24 Switches	WS-2950-24 Switches	FHK0638Z2GB	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX1	Dell Optiplex GX1	GU0H7	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17"			Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2500 router		250112211	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E4200		0013284467	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E1000		0009363793	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDS Monitor		0592033419	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2500 Router		250490634	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	PowerEdge 2550	PowerEdge 2550	B5N0M01	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Storage Area Network		10002921	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 151s		GG15H4ST503375L	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 6300	Dell PowerEdge 6300	2E39V	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC 3000		WS0143003538	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC 3000		WS0145140136	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 6400	IMDENDC02	150BL01	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	Dell PowerEdge 2550	55Q0M01	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway Solo 9300 Laptop	Gateway Solo 9300 Laptop	22536731	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Palm IIIIX	Palm IIIIX	10FG1AF97J7V	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Palm IIIx	Palm Pilot IIIx	10FG18F970A9	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDS 19" Monitor	KDS 19" Monitor	0492031992	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Palm IIIx - Palm Pilot	Palm IIIx Palm Pilot	10FG11607PNF	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658648	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Shop Vac	Advance brand Model TP120H	232836	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Tape Drive DLT Tower	Tape Library	BXD09J5434	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway Solo 9300 Laptop		22536634	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	FAST STOR FS-DLT7000	FAST STOR FS-DLT7000	910128903	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024183874	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	17" LCD Monitor - Mark Allsop	Dell 1703FP	CN02Y3114760638JA6U0	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Dell Axim X5 Pocket PC	Dell Axim X5 Pocket PC	22YR531	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim X5 Pocket PC	Dell Axim X5 Pocket PC	33YR531	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim X5 Pocket PC	Dell Axim X5 Pocket PC	4JYX431	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim X5 Pocket PC	Dell Axim X5 Pocket PC	5CYX431	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim X5 Pocket PC	Dell Axim X5 Pocket PC	970Y431	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim X5 Pocket PC	Dell Axim X5 Pocket PC	430Y431	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim X5 Pocket PC	Dell Axim X5 Pocket PC	871Y431	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KVM Switch Group 12	Avocent Outlook 180DX	180DX-28795	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Avocent Outlook	Avocent Outlook 180DX	180DX-21815	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Avocent Outlook	Avocent Outlook 180DX	180DX-21796	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E4000	Gateway E4000	0030176433	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024183879	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	84WCB41	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	94WCB41	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA419	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024183875	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2850	Dell PowerEdge 2850	9R19Z61	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	SMC EZ Switch 10/100		T100800060	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	P5-200	P5-200	7270448	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics Sportster 28.8 Modem	US Robotics Sportster 28.8 Modem	8390153441581	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex 110	Dell OptiPlex 110	FGLJ40B	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	WS-2950-24 Swtiches	WS-2950-24 Swtiches	FDKD632X14K	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	3Com PDA Palm IIIx	3Com PDA Palm IIIx	10FG1AE97JSN	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E1000	Gateway E1000		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	A0587879	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	A0588299	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	A0588568	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics Sportster 14.4 Fax Modem	US Robotics Sportster 14.4 Fax Modem	0002670104480063	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	A0588644	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	D937C4359	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex 110	Dell OptiPlex 110	DDT8001	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDA 19" Monitor	KDA 19" Monitor		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Catalyst 4006 Chassis	Catalyst 4006 Chassis	FOX06080083	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	D937C4350	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	D937C4530	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Adtran T1 CSU/DSU	Adtran T1 CSU/DSU	D937C4509	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Kentron	Kentron	210550237	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway YG2	Gateway YG2	0030121936	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 600 YG2	Gateway 600 YG2	0030121942	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 600 YG2	Gateway 600 YG2	0030121973	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway Pentium 4	Gateway Pentium 4	0030028670	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 600 YG2	Gateway 600 YG2	0030121961	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 600X Laptop	Gateway 600X Laptop	0030189446	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 600X Laptop	Gateway 600X Laptop	0030189456	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	HVOL141	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	8WOL141	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 3745 Router	Cisco 3745 Router	JMX0802L2VB	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 3745 Router	Cisco 3745 Router	JMX0802L2UU	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E4000	Gateway E4000	0030107528	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 600X		0030121964	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway 600X	Sniffer 1	0030121951	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-4000	Gateway E4000	0030107546	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-4000	Gateway E4000	0030107508	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-4000		0030107519	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0030107482	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-4000		0030107484	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX110 CPU	Dell Optiplex GX110 CPU	4HLJ40B	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX110	Dell Optiplex GX110	D0T800I	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	1MKZD41	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024183877	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024183878	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	CZ0GP31	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	BZ0GP31	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E4000	Gateway E4000	0030107495	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0030107481	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0030107490	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX110	Dell GX110	9JLJ40B	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX110	Dell GX110	5X5J40B	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	101GP31	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	DZ0GP31	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	2MTDB41	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	3MTDB41	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	KDS 19" Color Monitor	KDS 19" Color Monitor	1292086766	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2300	Dell PowerEdge 2300	0GR04	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2550	Dell PowerEdge 2550	9FRHJII	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	3LTBB21	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	J4M5L31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	35M5L31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	HP Storage Works Optical 1200 mx	HP Storage Works Optical 1200 mx	US0FV10106	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	HP Storage Works Optical 600 mx	HP Storage Works Optical 600 mx	USOFN10280	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Flat Screen Monitor	Dell Flat Screen Monitor	CN02Y3114760638JAGTH	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	5Z0GP31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	8Z0GP31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	GZ0GP31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	FZ0GP31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX110	Dell GX110	7HLJ40B	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0030107521	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	J8KPK31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Avocent Outlook 180DX	Avocent Outlook 180DX	180DX-21840	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Avocent Outlook 180DX	Avocent Outlook 180DX	180DX-21908	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	3SN3M31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	KGGL31	Tulsa	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	64M5L31	Dallas	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	54M5L31	OKC	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	D5M5L31	Houston	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Flat Screen #1703FPS	Dell Flat Screen #1703FPS	CN02Y3114760638EA4HT	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX270	Dell OptiPlex GX270	C9MSL31	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 1703FPS Monitor	Dell 1703FPS Monitor	CNJ02Y3114760638EA4HQ	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	IBM Thinkpad R40	IBM Thinkpad R40	FX-06940-03101	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02Y3157161848DA931	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02Y3157161848DA925	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02Y3157161848DA432	Denver	Each	1 G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02Y31571618488ABQA	Denver	Each	1 G	1

USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02Y3157161848DA433	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02Y3157161848DA434	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02Y3157161848DA007	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC Smart UPS 2200	APC Smart UPS 2200	WS0009011426	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad T42P	IBM ThinkPad T42P	KLTBG29	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad T42P	IBM ThinkPad T42P	KLTFT36	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad T42P	IBM ThinkPad T42P	KLTFT39	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad T42P	IBM ThinkPad T42P	KLTFT41	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad T42P	IBM ThinkPad T42P	KLTFT45	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	DLT 8000 Tape Drive Tower	DLT 8000 Tape Drive Tower	BXC18J4614		Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0921W0CD	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0920Y3WS	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0921W0DG	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0922OY3WF	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0921W0DX	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0920Z3XQ	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0921XOF2	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad T42P	IBM ThinkPad T42P	KLTBG23	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad T42P	IBM ThinkPad T42P	KLTFT26	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM Thinkpad R40	IBM Thinkpad R40	FX06901	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Rack Mount w/Tape Drive	Rack Mount w/Tape Drive	2B33939654	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Components for M00042391	Components for M00042391		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y31571618488ABQM	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX280	Dell OptiPlex GX280	49G4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX280	Dell OptiPlex GX280	58G4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y31571618488AAUH	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA427	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA006	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA911	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y31571618488AAU8	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y31571618488AAUE	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA926	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA915	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA418	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA912	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y31571618488AAUK	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	CBD0B61	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Net Source Xyratex 4200 DAS	Net Source Xyratex 4200 DAS	SO-6528	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658676	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658721	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Optiplex GX280	Dell Optiplex GX280	G8G4051	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Conf Room	Cisco C4006	40A271941	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX280	Dell OptiPlex GX280	CGW4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Systems Mgmt Tape Library	LX2L110RX	1R52300165	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY229617	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658748	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics Sportster 28.8 Fax Modem	US Robotics Sportster 28.8 Fax Modem	0008390153441581	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics Sportster 28.8 Fax Modem	US Robotics Sportster 28.8 Fax Modem	0002790048469276	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	US Robotics 56k Fax Modem	US Robotics 56k Fax Modem	22SBGC5ADR4G	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	2WFFR51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	JVFFR51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	3WFFR51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2650	Dell PowerEdge 2650	HVFFR51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 710N 17" LCD Monitor	Samsung 710N 17" LCD Monitor	MJ17H9NXB16509D	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA921	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA923	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y3157161848DA930	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP 5000N Printer	HP 5000N Printer	USD3009065	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Ideal 61-760 Digital Clamp Multimeter	Ideal 61-760 Digital Clamp Multimeter	010801664	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 15" Black P793 Monitor	Dell 15" Black P793 Monitor	CN04D0254760629KD9XL	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658677	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658757	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658750	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658758	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658733	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658717	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658792	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658718	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658728	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658737	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658725	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658745	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024658704	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX 280	Dell GX 280	H8G4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX 280	Dell GX 280	73G4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX 280	Dell GX 280	DCW4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX 280	Dell GX 280	G8G4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX 280	Dell GX 280	29G4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX 280	Dell GX 280	04G4{51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658687	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658730	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658700	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway Vivitron 17"	Gateway Vivitron 17"	MON017003ARWW	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway ESX E4000	Gateway ESX E4000	0030107491	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	APC Smart UPS 1400	APC Smart UPS 1400	WS9624016106	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell GX110	Dell GX110	PMC2200164	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Rack Mount w/Tape Drive	Rack Mount w/Tape Drive	C-2B33939654	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Cisco 2950T	Cisco 2950T	FOC0921XOFF	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 710N 17" LCD Monitor	Samsung 710N 17" LCD Monitor	MJ17H9NXB16519	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	KDS "Chartruse" Scanning Monitor	KDS "Chartruse" Scanning Monitor	12821123036	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY228723	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY228813	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 1703 FP Monitor	Dell 1703 FP Monitor	CN02Y3157161844OAF71	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY228994	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY229701	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY229704	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY229698	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY228995	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY228974	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 715V 17" LCD Monitor	Samsung 715V 17" LCD Monitor	GS17H9NY228429	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2850	Dell PowerEdge 2850	DVKBK71	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 2850	Dell PowerEdge 2850	HVKBK71	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E-3400	Gateway E-3400	0024668742	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell OptiPlex GX280	Dell OptiPlex GX280	C7G4P51	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 17" LCD Flat Panel Monitor	Dell 17" LCD Flat Panel Monitor	CN02Y31571618488AAUP	Denver	Each	1	G	1

USDI - MMS - 1435-02-99-CT-40315	Dell 17" Flat Panel Monitor	Dell 17" Flat Panel Monitor	CN02431571618488ABQA	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	HP SureStore DVD Server	HP SureStore DVD Server	SG94161142	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658715	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658686	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658732	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658736	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658756	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0024658726	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad R51	IBM ThinkPad R51	KLBHPL7	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad R51	IBM ThinkPad R51	KLBHPPH3	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 19" Flat Screen	Samsung 19" Flat Screen	HA19H11Y900815	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 19" Flat Screen	Samsung 19" Flat Screen	HA19H11Y900836	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 940T	Samsung 940T	HA19H11Y902011H	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Samsung 940T	Samsung 940T	HA19H11Y900836H	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Axim X50v	Dell Axim X50v	3BCQN61	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E4000	Gateway E4000	0030176460	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway E3400	Gateway E3400	0030107520	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell 1901 FP 19" Monitor	Dell 1901 FP 19" Monitor	CN05Y2327161838OA759	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Compaq Proliant	Compaq Proliant	D635HVN10200	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM R51	IBM R51	KLRLD74	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM R51	IBM R51	KLRLB93	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM T42P	IBM T42P	KLRLC98	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM R51	IBM R51	KLRLF16	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D600	Dell Latitude D600		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	IBM ThinkPad R51	IBM ThinkPad R51		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway SA70-3105	Gateway SA70-3105		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Gateway	Gateway		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell PowerEdge 350	Dell PowerEdge 350	57GFT21	Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D600	Dell Latitude D600		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D600	Dell Latitude D600		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D600	Dell Latitude D600		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D610	Dell Latitude D610		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D600	Dell Latitude D600		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D600	Dell Latitude D600		Denver	Each	1	G	1
USDI - MMS - 1435-02-99-CT-40315	Dell Latitude D610	Dell Latitude D610		Denver	Each	1	G	1

M08PC14501 Section J Attachment B

WD 05-2081 (Rev. -4) was first posted on www.wdol.gov on 10/02/2007

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

William W. Gross Division of
 Director Wage Determinations

Wage Determination No. : 2005-2081
 Revision No. : 4
 Date Of Revision: 09/27/2007

State: Colorado

Area: Colorado Counties of Adams, Arapahoe, Boulder, Broomfield, Clear Creek, Denver, Douglas, Elbert, Gilpin, Grand, Jackson, Jefferson, Logan, Morgan, Park, Phillips, Sedgwick, Summit, Washington, Weld, Yuma

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	14.16
01012 - Accounting Clerk II	16.44
01013 - Accounting Clerk III	18.38
01020 - Administrative Assistant	22.65
01040 - Court Reporter	17.81
01051 - Data Entry Operator I	12.23
01052 - Data Entry Operator II	14.60
01060 - Dispatcher, Motor Vehicle	17.81
01070 - Document Preparation Clerk	12.92
01090 - Duplicating Machine Operator	12.92
01111 - General Clerk I	12.21
01112 - General Clerk II	13.28
01113 - General Clerk III	14.91
01120 - Housing Referral Assistant	20.23
01141 - Messenger Courier	10.76
01191 - Order Clerk I	14.72
01192 - Order Clerk II	15.71
01261 - Personnel Assistant (Employment) I	15.51
01262 - Personnel Assistant (Employment) II	16.64
01263 - Personnel Assistant (Employment) III	19.06
01270 - Production Control Clerk	19.78
01280 - Recepti onist	12.36
01290 - Rental Clerk	15.34
01300 - Scheduler, Maintenance	16.51
01311 - Secretary I	16.51
01312 - Secretary II	17.94
01313 - Secretary III	20.44
01320 - Service Order Dispatcher	13.21
01410 - Supply Technician	22.65
01420 - Survey Worker	16.78
01531 - Travel Clerk I	12.50
01532 - Travel Clerk II	13.11
01533 - Travel Clerk III	14.03
01611 - Word Processor I	13.17
01612 - Word Processor II	15.64

00254cc (Joseph Shively 5-12-16)

01613 - Word Processor III	16.78
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	26.19
05010 - Automotive Electrician	19.46
05040 - Automotive Glass Installer	18.44
05070 - Automotive Worker	18.44
05110 - Mobile Equipment Servicer	16.77
05130 - Motor Equipment Metal Mechanic	19.83
05160 - Motor Equipment Metal Worker	18.44
05190 - Motor Vehicle Mechanic	19.83
05220 - Motor Vehicle Mechanic Helper	15.63
05250 - Motor Vehicle Upholstery Worker	18.44
05280 - Motor Vehicle Wrecker	18.44
05310 - Painter, Automotive	18.75
05340 - Radiator Repair Specialist	18.44
05370 - Tire Repairer	14.98
05400 - Transmission Repair Specialist	19.83
07000 - Food Preparation And Service Occupations	
07010 - Baker	14.52
07041 - Cook I	11.65
07042 - Cook II	12.82
07070 - Dishwasher	9.69
07130 - Food Service Worker	10.90
07210 - Meat Cutter	15.13
07260 - Waiter/Waitress	9.68
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	17.33
09040 - Furniture Handler	14.45
09080 - Furniture Refinisher	17.33
09090 - Furniture Refinisher Helper	14.45
09110 - Furniture Repairer, Minor	16.45
09130 - Upholsterer	17.33
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.08
11060 - Elevator Operator	10.30
11090 - Gardener	18.19
11122 - Housekeeping Aide	10.30
11150 - Janitor	12.01
11210 - Laborer, Grounds Maintenance	14.67
11240 - Maid or Houseman	9.05
11260 - Pruner	13.16
11270 - Tractor Operator	17.30
11330 - Trail Maintenance Worker	14.67
11360 - Window Cleaner	13.09
12000 - Health Occupations	
12010 - Ambulance Driver	17.04
12011 - Breath Alcohol Technician	19.95
12012 - Certified Occupational Therapist Assistant	17.54
12015 - Certified Physical Therapist Assistant	17.42
12020 - Dental Assistant	18.39
12025 - Dental Hygienist	36.20
12030 - EKG Technician	20.88
12035 - Electroneurodiagnostic Technologist	20.88
12040 - Emergency Medical Technician	17.30
12071 - Licensed Practical Nurse I	17.83
12072 - Licensed Practical Nurse II	19.95
12073 - Licensed Practical Nurse III	22.13
12100 - Medical Assistant	15.80
12130 - Medical Laboratory Technician	17.47
12160 - Medical Record Clerk	15.33
12190 - Medical Record Technician	16.10
12195 - Medical Transcriptionist	17.78
12210 - Nuclear Medicine Technologist	31.70

00254cc (Joseph Shively 5-12-16)

12221 - Nursing Assistant I	11. 21
12222 - Nursing Assistant II	12. 82
12223 - Nursing Assistant III	14. 00
12224 - Nursing Assistant IV	15. 71
12235 - Optical Dispenser	19. 21
12236 - Optical Technician	18. 19
12250 - Pharmacy Technician	14. 37
12280 - Phlebotomist	15. 71
12305 - Radiologic Technologist	23. 48
12311 - Registered Nurse I	27. 37
12312 - Registered Nurse II	32. 24
12313 - Registered Nurse II, Specialist	32. 24
12314 - Registered Nurse III	40. 68
12315 - Registered Nurse III, Anesthetist	40. 68
12316 - Registered Nurse IV	48. 77
12317 - Scheduler (Drug and Alcohol Testing)	24. 59
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	17. 90
13012 - Exhibits Specialist II	22. 16
13013 - Exhibits Specialist III	27. 12
13041 - Illustrator I	17. 90
13042 - Illustrator II	22. 16
13043 - Illustrator III	27. 12
13047 - Librarian	27. 60
13050 - Library Aide/Clerk	14. 55
13054 - Library Information Technology Systems Administrator	20. 35
13058 - Library Technician	16. 15
13061 - Media Specialist I	15. 96
13062 - Media Specialist II	17. 86
13063 - Media Specialist III	19. 90
13071 - Photographer I	15. 42
13072 - Photographer II	17. 25
13073 - Photographer III	21. 36
13074 - Photographer IV	26. 13
13075 - Photographer V	31. 63
13110 - Video Teleconference Technician	17. 32
14000 - Information Technology Occupations	
14041 - Computer Operator I	16. 60
14042 - Computer Operator II	18. 65
14043 - Computer Operator III	21. 85
14044 - Computer Operator IV	24. 24
14045 - Computer Operator V	26. 86
14071 - Computer Programmer I (1)	20. 09
14072 - Computer Programmer II (1)	24. 82
14073 - Computer Programmer III (1)	27. 62
14074 - Computer Programmer IV (1)	27. 62
14101 - Computer Systems Analyst I (1)	27. 62
14102 - Computer Systems Analyst II (1)	27. 62
14103 - Computer Systems Analyst III (1)	27. 62
14150 - Peripheral Equipment Operator	16. 60
14160 - Personal Computer Support Technician	24. 24
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	32. 55
15020 - Aircrew Training Devices Instructor (Rated)	39. 40
15030 - Air Crew Training Devices Instructor (Pilot)	43. 34
15050 - Computer Based Training Specialist / Instructor	30. 38
15060 - Educational Technologist	28. 35
15070 - Flight Instructor (Pilot)	43. 34
15080 - Graphic Artist	20. 00
15090 - Technical Instructor	20. 71
15095 - Technical Instructor/Course Developer	25. 35
15110 - Test Proctor	16. 73
15120 - Tutor	16. 73

00254cc (Joseph Shively 5-12-16)

16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	9.49
16030 - Counter Attendant	9.49
16040 - Dry Cleaner	11.61
16070 - Finisher, Flatwork, Machine	9.49
16090 - Presser, Hand	9.49
16110 - Presser, Machine, Drycleaning	9.49
16130 - Presser, Machine, Shirts	9.49
16160 - Presser, Machine, Wearing Apparel, Laundry	9.49
16190 - Sewing Machine Operator	12.40
16220 - Tailor	13.90
16250 - Washer, Machine	10.17
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	18.32
19040 - Tool And Die Maker	21.57
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	14.70
21030 - Material Coordinator	19.78
21040 - Material Expediter	19.78
21050 - Material Handling Laborer	15.51
21071 - Order Filler	11.78
21080 - Production Line Worker (Food Processing)	14.70
21110 - Shipping Packer	13.66
21130 - Shipping/Receiving Clerk	13.66
21140 - Store Worker I	11.90
21150 - Stock Clerk	14.62
21210 - Tools And Parts Attendant	16.28
21410 - Warehouse Specialist	14.70
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	24.58
23021 - Aircraft Mechanic I	23.41
23022 - Aircraft Mechanic II	24.58
23023 - Aircraft Mechanic III	25.80
23040 - Aircraft Mechanic Helper	18.00
23050 - Aircraft, Painter	22.93
23060 - Aircraft Servicer	20.49
23080 - Aircraft Worker	20.85
23110 - Appliance Mechanic	21.42
23120 - Bicycle Repairer	14.98
23125 - Cable Splicer	25.26
23130 - Carpenter, Maintenance	18.65
23140 - Carpet Layer	18.72
23160 - Electrician, Maintenance	23.44
23181 - Electronics Technician Maintenance I	20.78
23182 - Electronics Technician Maintenance II	22.66
23183 - Electronics Technician Maintenance III	24.05
23260 - Fabric Worker	17.45
23290 - Fire Alarm System Mechanic	21.09
23310 - Fire Extinguisher Repairer	17.63
23311 - Fuel Distribution System Mechanic	21.99
23312 - Fuel Distribution System Operator	18.95
23370 - General Maintenance Worker	17.81
23380 - Ground Support Equipment Mechanic	23.41
23381 - Ground Support Equipment Servicer	20.49
23382 - Ground Support Equipment Worker	20.85
23391 - Gunsmith I	15.63
23392 - Gunsmith II	18.09
23393 - Gunsmith III	20.51
23410 - Heating, Ventilation And Air-Conditioning Mechanic	21.01
23411 - Heating, Ventilation And Air Contditi oning Mechanic (Research Facility)	
22.16	
23430 - Heavy Equipment Mechanic	19.92
23440 - Heavy Equipment Operator	19.37

00254cc (Joseph Shively 5-12-16)

23460 - Instrument Mechanic	23.54
23465 - Laboratory/Shelter Mechanic	19.30
23470 - Laborer	11.46
23510 - Locksmith	19.06
23530 - Machinery Maintenance Mechanic	21.60
23550 - Machinist, Maintenance	19.33
23580 - Maintenance Trades Helper	14.45
23591 - Metrology Technician I	23.54
23592 - Metrology Technician II	24.72
23593 - Metrology Technician III	25.95
23640 - Millwright	21.15
23710 - Office Appliance Repairer	20.14
23760 - Painter, Maintenance	17.55
23790 - Pipefitter, Maintenance	21.83
23810 - Plumber, Maintenance	19.47
23820 - Pneumatic Systems Mechanic	20.51
23850 - Rigger	20.51
23870 - Scale Mechanic	18.09
23890 - Sheet-Metal Worker, Maintenance	18.23
23910 - Small Engine Mechanic	17.92
23931 - Telecommunications Mechanic I	23.00
23932 - Telecommunications Mechanic II	24.12
23950 - Telephone Lineman	22.96
23960 - Welder, Combination, Maintenance	17.99
23965 - Well Driller	19.06
23970 - Woodcraft Worker	20.51
23980 - Woodworker	16.73
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	10.40
24580 - Child Care Center Clerk	12.54
24610 - Chore Aide	9.19
24620 - Family Readiness And Support Services Coordinator	14.33
24630 - Homemaker	14.41
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	21.91
25040 - Sewage Plant Operator	22.79
25070 - Stationary Engineer	21.91
25190 - Ventilation Equipment Tender	15.99
25210 - Water Treatment Plant Operator	22.79
27000 - Protective Service Occupations	
27004 - Alarm Monitor	18.22
27007 - Baggage Inspector	11.00
27008 - Corrections Officer	20.34
27010 - Court Security Officer	23.76
27030 - Detection Dog Handler	19.38
27040 - Detention Officer	20.34
27070 - Firefighter	23.97
27101 - Guard I	11.00
27102 - Guard II	19.38
27131 - Police Officer I	28.59
27132 - Police Officer II	31.24
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.89
28042 - Carnival Equipment Repairer	12.82
28043 - Carnival Equipment Worker	9.30
28210 - Gate Attendant/Gate Tender	13.17
28310 - Lifeguard	11.73
28350 - Park Attendant (Aide)	14.74
28510 - Recreation Aide/Health Facility Attendant	10.75
28515 - Recreation Specialist	13.45
28630 - Sports Official	11.50
28690 - Swimming Pool Operator	17.05
29000 - Stevedoring/Longshoremen Occupational Services	

00254cc (Joseph Shively 5-12-16)

29010 - Blocker And Bracer	21.33
29020 - Hatch Tender	21.33
29030 - Line Handler	21.33
29041 - Stevedore I	18.56
29042 - Stevedore II	24.27
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HF0) (2)	35.13
30011 - Air Traffic Control Specialist, Station (HF0) (2)	24.22
30012 - Air Traffic Control Specialist, Terminal (HF0) (2)	26.68
30021 - Archeological Technician I	19.38
30022 - Archeological Technician II	21.67
30023 - Archeological Technician III	26.86
30030 - Cartographic Technician	24.78
30040 - Civil Engineering Technician	20.19
30061 - Drafter/CAD Operator I	18.34
30062 - Drafter/CAD Operator II	20.57
30063 - Drafter/CAD Operator III	23.84
30064 - Drafter/CAD Operator IV	31.50
30081 - Engineering Technician I	16.24
30082 - Engineering Technician II	19.04
30083 - Engineering Technician III	22.73
30084 - Engineering Technician IV	26.62
30085 - Engineering Technician V	30.59
30086 - Engineering Technician VI	37.03
30090 - Environmental Technician	24.08
30210 - Laboratory Technician	19.43
30240 - Mathematical Technician	26.62
30361 - Paralegal/Legal Assistant I	18.70
30362 - Paralegal/Legal Assistant II	23.16
30363 - Paralegal/Legal Assistant III	28.33
30364 - Paralegal/Legal Assistant IV	34.28
30390 - Photo-Optics Technician	26.62
30461 - Technical Writer I	22.55
30462 - Technical Writer II	27.54
30463 - Technical Writer III	33.35
30491 - Unexploded Ordnance (UXO) Technician I	23.27
30492 - Unexploded Ordnance (UXO) Technician II	28.15
30493 - Unexploded Ordnance (UXO) Technician III	33.74
30494 - Unexploded (UXO) Safety Escort	23.27
30495 - Unexploded (UXO) Sweep Personnel	23.27
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	22.19
30621 - Weather Observer, Senior (2)	25.16
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	11.27
31030 - Bus Driver	15.89
31043 - Driver Courier	14.43
31260 - Parking and Lot Attendant	8.94
31290 - Shuttle Bus Driver	15.48
31310 - Taxi Driver	11.72
31361 - Truckdriver, Light	15.48
31362 - Truckdriver, Medium	19.56
31363 - Truckdriver, Heavy	20.37
31364 - Truckdriver, Tractor-Trailer	20.37
99000 - Miscellaneous Occupations	
99030 - Cashier	10.51
99050 - Desk Clerk	9.85
99095 - Embalmer	21.86
99251 - Laboratory Animal Caretaker I	10.16
99252 - Laboratory Animal Caretaker II	10.67
99310 - Mortician	20.60
99410 - Pest Controller	16.86
99510 - Photofinishing Worker	12.01
99710 - Recycling Laborer	15.34

00254cc (Joseph Shively 5-12-16)

99711 - Recycling Specialist	18.38
99730 - Refuse Collector	13.77
99810 - Sales Clerk	11.95
99820 - School Crossing Guard	12.13
99830 - Survey Party Chief	20.46
99831 - Surveying Aide	11.36
99832 - Surveying Technician	18.61
99840 - Vending Machine Attendant	14.38
99841 - Vending Machine Repairer	17.05
99842 - Vending Machine Repairer Helper	14.38

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.16 per hour or \$126.40 per week or \$547.73 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)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

- 1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)
- 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

00254cc (Joseph Shively 5-12-16)

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.

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.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), 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

00254cc (Joseph Shively 5-12-16)

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.

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/>.