

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N00033-11-D-6505	2. DELIVERY ORDER/ CALL NO. 0006	3. DATE OF ORDER/CALL (YYYYMMDD) 2011 Dec 20	4. REQ./ PURCH. REQUEST NO. N0003323366101	5. PRIORITY
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6. ISSUED BY MILITARY SEALIFT COMMAND, N1022 914 CHARLES MORRIS COURT SE WASHINGTON NAVY YARD DC 20398-5540	CODE N00033	7. ADMINISTERED BY (if other than 6) SEE ITEM 6	CODE	8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)
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9. CONTRACTOR US INFORMATION TECHNOLOGIES NAME JOSEPH MORRONE AND 4800 WESTFIELDS BLVD, STE 250 ADDRESS CHANTILLY VA 20151-4202	CODE 4LYJ5	FACILITY	10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE	11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED	12. DISCOUNT TERMS	13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15
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14. SHIP TO SEE SCHEDULE	CODE	15. PAYMENT WILL BE MADE BY MILITARY SEALIFT COMMAND MSC N-83 914 CHARLES MORRIS CT SE WASHINGTON DC 20398	CODE N00033	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
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16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input type="checkbox"/>	Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
<input checked="" type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies: 1			

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
SEE SCHEDULE					

* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.	24. UNITED STATES OF AMERICA TEL: (b) (6) EMAI [REDACTED] BY: REYN SCHUTTNER	 CONTRACTING / ORDERING OFFICER	25. TOTAL	[REDACTED]
			26. DIFFERENCES	

27a. QUANTITY IN COLUMN 20 HAS BEEN
 INSPECTED RECEIVED ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	c. DATE (YYYYMMDD)	d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	28. SHIP NO.	29. DO VOUCHER NO.	30. INITIALS
f. TELEPHONE NUMBER	g. E-MAIL ADDRESS		32. PAID BY
			33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMDD)	b. SIGNATURE AND TITLE OF CERTIFYING OFFICER
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37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
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Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001	FMS R12 Upgrade - Labor FFP-LOE FOB: Destination PURCHASE REQUEST NUMBER: N0003323366101	1	Each	(b) (4)	(b) (4)

NET AMT (b) (4)

CEILING PRICE \$0.00

ACRN AA
CIN: N00033233661010001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1011	Add'l Funding - FMS R12 Upgrade - Labor FFP-LOE FOB: Destination PURCHASE REQUEST NUMBER: N0003323366101	1	Each	(b) (4)	(b) (4)

NET AMT (b) (4)

CEILING PRICE \$0.00

ACRN AA
CIN: N00033233661010002

Section C - Descriptions and Specifications

STATEMENT OF WORK**Task Title: MSC-FMS Technical Refresh (R12)****Period of Performance: 20 December 2011 – 01 December 2012**

COR/ACOR: See contract N00033-11-D-6505, Section G-3

TPOC: Jody Anderson, 

Objective: To obtain contractor services for the development of changes to MSC's Financial Management System (MSC-FMS) technology stack by implementing an upgrade to Release 12 (R12) of the Oracle E-Business Suite.

Background: MSC-FMS is an automated decision support system based on Oracle's Commercial Off-the-Shelf (COTS) Financial Management System configured to meet the needs of Military Sealift Command (MSC).

The purpose of this project is to complete the implementation of the R12 upgrade. The functional, technical, and subledger accounting analysis was completed during FY 2010. This analysis forms the basis for planning the R12 upgrade. The implementation will include functional and technical changes to FMS required by R12. The changes include the implementation of subledger accounting which requires that all accounting transactions be reconfigured to work in R12. Interfaces and reports will have to be redesigned in some cases to conform to new table layouts and subledger accounting. This includes changes to the Financial Data Mart (FDM) load process.

The most recent MSC Corporate Data Center (MCDC) Technology Refresh project concluded in October 2008. This project upgraded the Commercial-off-the-shelf (COTS) MSC-FMS software to 11.5.10 technology stack. Upgrading MSC-FMS to R12 is required for on-going customer support from Oracle Corporation.

R12 delivers new functionality for MSC users including Contract Life Cycle Management which is a potential replacement for the Standard Procurement System. While implementing subledger accounting for R12 requires major changes, there are also many benefits. Subledger accounting provides a central location for N8 to define and maintain account posting logic versus a decentralized model in the current version of MSC. Subledger accounting will allow MSC to eliminate the use of transaction codes and transaction code trigger logic which has been prone to errors.

Tasks: The Contractor shall provide the following services for the MSC-FMS Portfolio in accordance with subtask 4.2.1 and 4.2.3 of the Contract Statement of Work:

Task 1 – Technology Refresh (R12) Upgrade

The Contractor shall:

- Identify and research the relevant changes in functionality that can be utilized by MSC.

- Design, develop, test, and release the R12 upgrade in the Development, Test, UAT and Training Instances.
- Provide release management support to MSC N6 branches deploying upgraded patches and components as directed by Oracle to ensure MSC-FMS has the latest released (and DADMS approved) versions of its software
- Provide release management support to MSC N6 branches of approved solutions to the Production environment(s).
- Identify and expose any issues and associated risks, communicate all known issues to the project team, and ensure that all issues are addressed in an appropriate manner before release.

Task 2 – Milestone Reviews

The contractor shall schedule and conduct milestone review in accordance with MSCHQ Enterprise Project Management (EPM) processes and principles, and shall obtain documented approval to proceed from the COR or Technical Point of Contact at each milestone review.

Task 3 - Meeting Minutes

The contractor shall document all meetings and provide meeting minutes to the COR.

Deliverables:

Meeting Minutes

The Contractor shall provide meeting minutes for all meetings attended as an MSC N6 representative. Meeting minutes shall contain the following detailed meeting information:

- Date and time
- Purpose
- Attendees
- Summary of discussions
- List of decisions/agreements
- List of action items with assignments and due dates
- Date, time and location of follow up meetings

Trip Reports

Provide a trip report for travel to locations as an MSC N6 representative. It shall contain the following detailed travel information:

- Dates
- Purpose
- Location
- Dates at Site
- Personnel Contacted
- Summary
- Chronology of Events
- Observations
- Deliverables Left
- Software Performance

- Action Items
- Conclusion

Software and Business Documentation

The contractor shall provide the following deliverables:

- Software Requirements Specification, including use cases, with functional sponsor signatures. This includes but is not limited to:
 - Updated Change Request forms
 - Requirements Documentation
 - Detailed Requirements Documents
 - Analysis of Alternatives (AoA)
 - Functional Design Documentation
 - Technical Design Documentation
- Business Case Analysis Documentation
- User Interface screens/options
- Software Class specifications
- Entity Relationship Diagrams
- User Manual
- Test Plans
- Contingency Plan updates (As Required)
- Test Results
- Software Installation Instructions
- Meeting Presentation Handouts, Slides and Meeting Minutes.
- Source code and operating program for all designed and developed modules.
- System specifications necessary to recompile and deploy the software
- System Administrator Standard Operating Procedures (SOPs) (As Required)

Delivery Schedule

Incentives, IAW Section C 9.0 of the contract.

Description	Due Date	Media Type	Delivery Point(s)
Meeting Minutes	5 working days after meeting	Soft Copy	MSC COR
Trip Reports	3 days after completion of travel	Soft Copy	MSC COR
Software Requirements Specifications - Signed	Within 30 days of Task Order acceptance	Soft Copy	MSC COR
Business Case Analysis Documentation	Within 30 days of Task Order acceptance	Soft Copy	MSC COR
User Interface Screens/Options	30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
Software Class Specifications	30 Days after the	Soft copy	MSC COR

	project closeout review milestone, but no later than the end of the task order performance period		
Entity Relationship Diagrams	30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
User Manual	30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
Test Plans	30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
Contingency Plan Updates	As Required or 30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
Test Results with Functional Sponsor signature	30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
Software Installation Instructions and SOPs	30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
Source code and operating program for all designed and developed modules	30 Days after the project closeout review milestone, but no later	Soft copy	MSC COR

	than the end of the task order performance period		
System specifications for recompiling and deploying the software	30 Days after the project closeout review milestone, but no later than the end of the task order performance period	Soft copy	MSC COR
System Administrator Standard Operating Procedures (SOPs)	As Required	Soft Copy	MSC COR

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
1001	POP 20-DEC-2011 TO 01-DEC-2012	N/A	N/A FOB: Destination	
1011	POP 20-DEC-2011 TO 01-DEC-2012	N/A	N/A FOB: Destination	

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97 X 4930 ND2A 000 00033 0 000033 2F0000000000000000

AMOUNT: [REDACTED]

CIN N00033233661010001: [REDACTED]

CIN N00033233661010002: [REDACTED]