

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N00033-11-D-6505	2. DELIVERY ORDER/ CALL NO. 0018	3. DATE OF ORDER/ CALL (YYYYMMDD) 2011 Dec 08	4. REQ./ PURCH. REQUEST NO. N000332346101	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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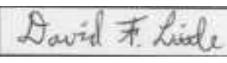
16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input type="checkbox"/>	Reference your quote dated Furnish the following 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. U.S. AMERICA TEL: (b) (6) EMAIL: (b) (6) BY: David Little	 CONTRACTING / ORDERING OFFICER	25. TOTAL (b) (6)
			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	Labor - BPS Replacement FFP-LOE FOB: Destination PURCHASE REQUEST NUMBER: N0003323346101	1	Each	\$(b) (4)	\$(b) (4) NTE

NET AMT

 \$(b) (4)

CEILING PRICE \$0.00

ACRN AA \$(b) (4)
CIN: N00033233461010001

Section C - Descriptions and Specifications

STATEMENT OF WORK

Contract: N00033-11-D-6505

Title: Budget Preparation System Replacement

Technical Order Number: 0018

Period of Performance: 08 December 2011 – 01 December 2012

TPOC: Jody Anderson, (b) (6)

BUDGET PREPARATION SYSTEM REPLACEMENT

Objective

The objective is to obtain contractor services for the development of changes to Military Sealift Command's (MSC) Budget Preparation System (MSC-BPS) from a legacy, custom developed application to the Oracle Hyperion enterprise budgeting and Hyperion Essbase solution

Background

MSC-BPS is a custom developed application that assists MSC's Financial Directorate in preparing the MSC budget. It is based on a Java user interface, an Oracle back-end database, and relies on Oracle Discoverer for management reporting. MSC-BPS allows various factors, such as ship statistics, direct and indirect costs, estimated inflation rates, fuel prices, and historical weights to be input and calculated within the system. The system determines the total cost per ship per year and calculates the daily billing rate charged to MSC's customers. System users can then generate ad-hoc reports to view the data throughout the process.

The current MSC-BPS application is outdated and at the end of its life cycle; as it is a custom application built to satisfy a different process set, it relies on manual data entry into the system and lacks the flexibility for analysis and justification of MSC programs. Updating this system will improve quality, timeliness, and confidence in the budget outcome. A replacement system will decrease the time needed to create the Navy Working Capital Fund (NWCF) and US Transportation Command Working Capital Fund (TWCF) budgets, improve MSC's ability to provide consistently high-level customer service, and make corporate data available across the enterprise. It is anticipated this change will:

- Automate transaction processing from MSC-BPS to MSC-FMS
- Reduce manual effort, by automating the transactions processing into MSC-FMS.
- Reduce the legacy network footprint by decommissioning current MSC-BPS.
- Consolidate application platform into existing Oracle eBusiness Suite used for Command Financial Management.
- Ease of maintenance and security posture due to consolidation of application suite.
- Identify options for Office of Personnel Management (OPM) and Congressional budgets to auto load into BPS.

Functional requirements will originate from MSC's Financial Directorate (N8).

Tasks

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

Task 1 – Budget Preparation System Replacement

The Contractor shall:

- Identify and research the relevant Oracle Hyperion enterprise budgeting and Hyperion Essbase configuration and implementation strategy
- Work collaboratively with external stakeholders and their respective contract staff to review and validate functional business requirements for Budget Preparation for MSC's Financial Management Directorate
- Design, develop, test, and release the Oracle Hyperion enterprise budgeting and Hyperion Essbase 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-BPS 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 and shall contain the following detailed meeting information:

- Date and time
- Purpose
- Attendees
- Summary of discussions
- List of decisions/agreements
- List of actions 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 CCR 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

The incentives at Section C 9.0 of the base contract apply.

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 project closeout review milestone , but no later than the end of the task order performance period	Soft copy	MSC COR
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	Soft copy	MSC COR

	milestone , but no later than the end of the task order performance period		
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 than the end of the task order performance period	Soft copy	MSC COR
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 08-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: \$(b) (4)

CIN N00033233461010001: \$(b) (4)