

**DEFENSE ENTERPRISE INTEGRATION SERVICES (DEIS) III STATEMENT OF WORK (SOW)
20 Feb 2001 (ASC# 01-006/DTS3)**

1.0 BACKGROUND. The DEIS III contracts provide technical solutions for the Department of Defense (DoD) in support of the migration to an integrated and interoperable Defense Information Infrastructure (DII), as well as other Federal agencies having similar Information Technology (IT) migration and integration needs. The DEIS III contracts represent an ongoing expansion of the Defense Information System Agency's (DISA) DEIS and DEIS II contracts, awarded in Nov 1993 and Jul 1996, respectively. The DEIS III contracts are structured and managed in accordance with the rules for task order contracts, contained in the Federal Acquisition Streamlining Act (FASA) of 1994, and as specified in the Federal Acquisition Regulations (FAR) Part 16. In particular, task order awards will be based on the FASA-specified "fair opportunity to be considered." The DEIS III ordering procedures are similar to the procedures established for DEIS II, and are defined in Section G of the contracts. DEIS III Task Order Guidelines describe management and procedural responsibilities for awarding and administering task orders under the contracts and are available for use by DISA officials, contractors and customers. These guidelines clearly define the types of work allowable under the contract, specify shared responsibility among customers, integration managers, Contracting Officers (KO) and KO-designated Task Monitors (TMs), in order to ensure that all customer SOW tasks are within the contract scope.

2.0 OBJECTIVE. The objective of the DEIS III program is to provide global technical solutions under multiple award, indefinite delivery/indefinite quantity (ID/IQ) task order type contracts that support the department/agency-wide integration efforts of the DoD and other Federal agencies. DISA actively facilitates the migration of information systems and common, standard data into an integrated and interoperable DII that supports the National Military Strategy and the Command, Control, Communications, Computer and Intelligence for the Warrior (C⁴I²WTW) concept. DoD is transitioning from an unintegrated collection of stovepipe systems and architectures to an integrated and interoperable environment. Other Federal agencies have unique legacy processes and systems in place, and require similar migration and integration activities. Many costly redundancies and duplications of functionality exist within the current legacy environment (including applications, data and other infrastructure elements) and experiences such as Desert Storm and Kosovo have proven that they are inadequate to meet the evolving mission needs of the warfighter. The vision of an integrated global environment that meets the C⁴I²WTW concept necessitates a distinct set of information system capabilities required in the DII. These include:

- Seamless worldwide coverage and connectivity
- Secure and assured service tailored to the threat
- Operational flexibility to resize and reconfigure
- Same "look and feel" when training as deployed or afloat
- Real-time network control
- Interoperability with joint and combined task forces
- Access to tailored intelligence and support information systems
- Split Base/Reach Back into integrated data assets (intelligence, logistics, etc.)
- Bandwidth on demand (bandwidth where and when it's needed)
- More affordable and fewer mission support staff among deployed forces
- Information flows tailored to warfighter needs such as collection, storage and distribution

2.1 Defense Information Infrastructure (DII). The DII is the shared or interconnected system of computers, communications, data, applications, security, people, training and other support structure, serving the DoD's local and world-wide information needs. It encompasses local networks, hosts (servers and clients), applications and data, as well as the underlying wide-area transport capabilities that interconnect resources. The DII connects DoD mission

support, command and control, and intelligence computers and users through voice, data, imagery, video and multi-media services and provides information processing and value-added services to subscribers over the Defense Information Systems Network (DISN). Unique user data, information and user applications are not considered part of the DII, but can also be accommodated under the DEIS III contracts (i.e. support for non-DoD Federal agencies). The emerging revolution in DoD's business affairs requires a distributed approach to conducting day-to-day operations that DEIS III can provide. Accessing multiple applications across the DISN is commonplace in order to meet mission requirements. The execution of the mission also requires interconnectivity in order to meet the Joint Vision 2010 goal of information superiority that can protect and support DoD enterprise applications and capabilities, such as the Defense Message System (DMS), DISN, Global Command and Control System (GCCS), Global Combat Support System (GCSS), as well as the DoD large mainframe and mid-tier processing environments. Contractor support is required to identify, integrate, install, operate and maintain enterprise-wide IT solutions.

2.2 DISA Integration Support. DISA is helping to meet the requirements of C⁴I²FTW by:

- Identifying and maintaining the legacy baseline of requirements, processes, applications and automated systems
- Collecting, validating and integrating requirements
- Performing functional and technical benchmarks of legacy information systems to help functional owners select common/standard/migration applications/systems
- Managing data standardization
- Performing cross-functional analysis for data sharing through corporate/shared data structures
- Developing integration standards, processes and methodologies
- Performing cross-functional analysis for applications interfaces, interoperability and integration; developing migration/integration strategies and plans; providing functional and technical integration solutions; developing common shared infrastructure services; prototyping functional applications and required infrastructure support to validate requirements and solutions
- Managing migration and integration through the use of program metrics tools and capabilities

2.3 Integration Services Contracts. The original DEIS contracts provided an important step in assisting DoD and other Federal agencies in moving from the existing stove-piped legacy information system environment towards meeting the challenge of an accelerated implementation of migration systems, data standards and process improvements. The DEIS contracts, however, did not allow for full development, deployment or operations and maintenance of systems encompassed in the various integration and migration strategies. DEIS II incorporated support for these requirements, and DEIS III continues to sustain DoD-wide integration responsibilities, as well as those of DISA's customers in other Federal agencies. The DEIS III contracts are complemented by the DISA Information Assurance (IA) technical solutions contracts and other DISA engineering services contracts. Functional applications for DoD requirements will be developed, deployed and sustained in a DII Common Operating Environment (COE) using shared data, where feasible, and utilizing common communications, messaging, security and processing solutions. As DoD develops integration strategies and guidance, other Federal agencies may choose to implement these strategies and guidance using DoD-approved standards and elements, or the enterprise level requirements and standards of their respective agency. DEIS III provides IT products and services at all levels of integration for all Federal agencies and component organizations. Some initiatives supported by these contracts provide horizontal integration for Federal agencies, U.S. allies, the manufacturing sector and other elements of the private sector. In these situations the contractor will be required to support any organization that has business with the Federal government. DoD-wide integration must occur both from an infrastructure and an operational perspective. From the infrastructure perspective, standard technology (hardware, software, communications, security) and data are integrated. From an operational perspective, programs, people and organizations (internal and external) are integrated with processes, planning and direction and financial resources. The objectives are to manage information as a strategic resource; bridge functional and technical boundaries; forge closer ties with other Federal agencies, industry, allies and coalition partners; and increase interoperability, flexibility and agility.

3.0 SCOPE. The scope of this effort includes all integration activities within and beyond the boundaries of the DoD. Other Federal agencies may also utilize these contracts to satisfy their IT requirements. As a result, the contractor shall provide integration solutions for activities throughout all operating levels within the DoD in support of all functional requirements including Command and Control, Intelligence and Mission Support areas, and to all elements of the DII. Enterprise-wide technical solutions include requirement documentation, benchmarking and baselining, process reengineering, prototyping, modeling, development, deployment operation and maintenance through the entire life cycle of the Automated Information System (AIS). The contractor shall furnish the necessary personnel, materials, facilities, travel and other services required to provide worldwide integration support, systems engineering and related services. Technical solutions provided by the contractor exist within the scope of the following ten task areas:

- 1. Task Area 1 - Policy, Planning, Process, Program and Project Management Support**
- 2. Task Area 2 - Integration Program Development and Management**
- 3. Task Area 3 - Benchmarking and Baselining Support**
- 4. Task Area 4 - Business Process Reengineering (BPR)/Functional Process Improvement (FPI)**
- 5. Task Area 5 - Integration Requirements Validation and Prototyping**
- 6. Task Area 6 - Logical Data Modeling and Shared Databases**
- 7. Task Area 7 - Standard/Common/Migration Application Development**
- 8. Task Area 8 - Integration Strategies**
- 9. Task Area 9 - Standard/Common/Migration Application Deployment**
- 10. Task Area 10 - Standard/Common/Migration Application Operations and Maintenance Management**

a. The contractor's IT products and services shall be obtained on an as-needed basis (i.e., through the issuance of task orders). The contractor shall perform the required effort for these task areas, both within and outside the United States, throughout the term of this contract. An individual task order may relate to a single task area or involve functions from multiple task areas. Task orders will be issued to identify IT products and services required, provide specific technical details (including the schedule for all deliverables and the identification of any applicable Government-Furnished Information (GFI) Government-Furnished Equipment (GFE) and/or Government furnished workspace) and activate performance.

b. The contractor shall provide IT solutions for the acquisition, installation, fielding, training, operation, and life-cycle management of DEIS III components and systems in the operational environments of Unified Commands and their subordinate components, the military services, defense agencies, Office of the Secretary of Defense (OSD) and other Federal agencies. This includes the procurement of various products to include hardware, software and licenses, as applicable. A single solution may be fielded to several sites or across the enterprise. Each of these locations may require site surveys and corresponding site-specific implementation and integration. Acceptance tests and out-briefs may be required at each location, as specified in the individual task order. Fielding documentation, such as "as-built drawings" may be required, as specified in the individual task order.

c. For all DoD task orders, the contractor shall comply with the appropriate DoD-approved architectures, programs, standards and guidelines (e.g., DII Strategic Technical Guidance (STG), Technical Architecture Framework for Information Management (TAFIM), DII COE, DII COE Integration and Runtime Specification (I&RTS), Common Data Environment (CoDE), DISN, GCCS and GCSS).

3.1 Task Area 1 - Policy, Planning, Process, Program and Project Management Support. This task area addresses technical and programmatic support to assist departments and agencies with all aspects of planning, engineering, fielding and operating IT systems and resources. It provides technical support for review, analysis and coordination of processes, policy, doctrine, directives, regulations and implementation of instructions for the DoD and other Federal agencies. The contractor shall perform the following:

3.1.1 Policy. Provide technical expertise for review, consolidation and development of domestic, international and coalition policy in accordance with National, DoD, and other Federal agency requirements. Provide technical support and assistance to customer organizations, and assess IT policies, standards, guidelines or procedures to ensure a balance of security and operational requirements.

3.1.2 Planning. Provide technical expertise for review, development and consolidation of strategic, tactical and operational plans.

3.1.3 Process Management. Provide technical expertise for review, re-engineering if required, and expertise of technical and business processes such as acquisition, financial reporting, engineering, solution fielding, strategic and operational planning, engineering, training, operations and customer support. Processes shall be in accordance with National, DoD and Federal agency guidelines.

3.1.4 Program and Project Management Support. Provide contract and task order management functions, including:

3.1.4.1 Management Planning. Prepare management plans at contract and task order initiation. These plans shall describe the technical approach, organizational resources and management controls that the contractor will employ to meet the cost, performance and schedule requirements throughout the period of performance.

3.1.4.2 Task Order Management. Perform the daily activities required for successful program completion. Examples of monitoring vehicles under this task area include management and status reporting, quality assurance monitoring, configuration management and security management.

3.1.4.3 Internal Management Controls and Regulatory Compliance. Administer productivity and management methods such as quality assurance, configuration management, work breakdown structuring and human engineering. In addition, the contractor shall comply with Federal Information Processing Standards (FIPS) and Federal laws and regulations that affect IT systems operations. Examples are the Privacy Act of 1974, the Computer Security Act of 1987 and the Joint Financial Management Improvement Program (JFMIP).

3.1.4.4 Documents. Provide system-engineering support that is necessary to draft, review, revise and deliver the DEIS III documents. Requirements will be identified within individual task orders.

3.2 Task Area 2 - Integration Program Development and Management. The requirements of this task area include management and technical support for research, analysis recommendation and documentation of integration issues and approaches. The issues and approaches considered under this area evolve from a variety of sources such as external audits, technical reports, Federal standards, operational policies and doctrines, technical guidelines, benchmarking and best practices. The contractor shall perform the following representative activities for services required under this task area:

3.2.1 Integration Management Support. Provide support to the Government's integration program. This includes conducting management reviews to identify integration issues and problems such as requirement definition, architecture and policy compliance and engineering guideline compliance.

3.2.2 Cross-Functional Integration Support. Identify cross-functional applications and technical issues from selected symbiotic functional areas and document the opportunities for resolving the issues. Recommend opportunities for resolving issues in requirements, data, applications and infrastructure elements. Also, plan, analyze and report programmatic impacts on the issues such as costs, return on investment, schedule dependencies and recommend functional and technical solutions.

3.2.3 Analysis and Review. Examine functional, management and technical requirements and/or issues to provide effective solutions for integration efforts. These studies may include, but are not limited to, the following considerations:

- Requirements Analysis
- Compliance with Legal and Regulatory Guidance
- Interoperability
- Architectures
- Common Infrastructure Services
- Open Systems Environment
- Security
- Standards
- Data and Data Sharing
- Functional and Technical Integration
- Benchmarking/Baselining

3.2.4 Documentation. Develop documentation resulting from studies, analyses, assessments, system implementations and architectures, engineering designs and information brochures. Documentation may include subject matter originated by the contractor as well as Government-provided topics. Data items to be delivered will be identified in each task order.

3.2.5 Information Dissemination. Participate in or support information dissemination activities relating to the technical requirements and functional areas supported by the DEIS III contracts. Conduct activities such as professional development seminars, demonstrations, trade shows, conferences and briefings relating to DoD-wide integration issues or programs.

3.3 Task Area 3 - Benchmarking and Baseline Support. This task area includes program, functional, technical and data benchmarking efforts and development of related benchmarking tools and methods for integration. The contractor shall consider current and emerging technologies, DoD and Federal information infrastructure and ongoing and future IT systems support. This task area also provides for baselining of existing legacy systems, which is the first step in the selection of migration systems supporting functional activities. The contractor shall develop a baseline inventory to show the “as-is” process and underlying information systems and technology. The contractor shall perform the following activities for services required under this task area:

3.3.1 Program Benchmark. Examine and evaluate functional and technical programs for integration implications. Review factors such as operational scope, functional and process relationships, business practices, resource requirements and cost impacts.

3.3.2 Functional Benchmark. Review and analyze defined work processes and information needs of users within and across the functional area being examined. This includes functional and cross-functional requirement definition, functional descriptions, functional architectures and requirements validation.

3.3.3 Technical Benchmark. Examine current and emerging technologies for effectiveness and/or potential to support customer needs. These technologies/systems/services may include legacy, migration, DII, DoD, non-DoD Federal and/or commercial, both domestic and international.

3.3.4 Data Benchmark. Review and analyze data, databases and cross-functional data sharing relating to the effectiveness of the information support provided to functional elements of DoD and non-DoD Federal agencies.

3.3.5 Benchmark Tools and Methods. Develop new or modify existing tools and methods to enable a disciplined process of benchmarking. Examples include templates, checklists, models and guidelines.

3.3.6 Baseline Definition. Identify the baseline of support for the functional area or activity either being supported or for which support is contemplated. These efforts include business systems analysis of functions and the inventory of support tools and their use. The contractor shall support configuration management of the DII from the DoD perspective. Perform the initial steps of establishing or reviewing operations, processes, data and information baseline for the functional activity. Since integration is an iterative process between various elements of the organization and its processes or operations, the contractor shall conduct the recurring steps to define, evaluate and implement the incremental improvements needed to achieve simplified and streamlined operation of the functional activity. The contractor shall also perform the following tasks:

3.3.6.1 Evaluate Existing Operations or Processes and Data. Document and analyze differences in the way common functional operations or processes are executed or interfaced, benchmark these processes against the best public and private sector achievements, identify existing “as-is” processes and data, document known problems in existing processes and data that must be corrected to provide a functionally adequate DoD or Federal standard. Recommend data processes, interfaces and data baselines that together meet the process and associated information needs of the functional activity.

3.3.6.2 Establish Operations/Process and Data Baselines. Recommend proposed operations/processes, data baselines and interfaces based upon peacetime or normal operations and anticipated wartime, mobilization, or emergency operations.

3.4 Task Area 4 - Business Process Reengineering (BPR)/Functional Process Improvement (FPI). This task area involves the use of BPR and FPI as approaches for improving organization performance and covers the range of BPR/FPI activities including services needed to implement new or revised business or functional processes arising from BPR or FPI undertakings.

3.4.1 Business Process Reengineering. The contractor shall examine organization goals, objectives, structures/hierarchies, cultures, systems and roles for the purpose of executing a ground-up redesign for achieving long-term, full-scale integration required for the DII or the enterprise level requirements and standards of non-DoD Federal agencies.

3.4.2 Functional Process Improvement. Review current processes, data and systems and identify non-value-added activities as well as ways to streamline and integrate value-added activities (as described in DoD 8020.1-M) in order to achieve short-term integration of legacy systems. Develop Functional Economic Analyses (FEAs) to document potential savings and the development of performance measures. The FEA documents the proposed migration strategy, presents a business case for the migration plan and identifies and evaluates anticipated risks. It is used to evaluate competing legacy systems against the baseline in order to choose the most technically superior and cost effective migration system.

3.5 Task Area 5 - Integration Requirements Validation and Prototyping. Design, develop, install, test and validate, operate and maintain prototype applications and databases to determine optimal cross-functional solutions for integration concepts and problems integral to the integration process. The contractor shall also develop schedules and implementation plans with definable deliverables, including parallel operations where required, identification of technical approaches and a description of anticipated prototype results.

3.6 Task Area 6 - Logical Data Modeling and Shared Databases. This task area includes development of information flow models across functional domains; functional data models; standardization and implementation of common data elements; prototyping, development and implementation of shared databases in standard/common/migration system or systems; and development of data migration strategies to identify the plans and

processes for the transition of legacy data to shared data through the utilization of data standards. As DoD implements the DoD Enterprise Data Model and moves toward the target DII, an open systems environment (OSE) will evolve. In this OSE, target systems/applications will have standardized data elements with data architectures, compliant with the CoDE, that facilitate data sharing, data reuse, single point entry and distributed, integrated databases that are centrally-managed apart from their associated applications. Where and when elements of the DII CoDE exist, they will be used as GFI in task orders issued under this contract for DoD requirements. The contractor shall perform the following activities for services required under this task area:

3.6.1 Interim and Target Functional and Data Architecture Development. Identify and evaluate interim and target functional data architectures including:

- Applicable open systems standards (data standards) to be implemented
- Standard modeling and software engineering tools to be used in functional and data model development
- Process models within a functional area to facilitate data model development and data integration
- Logical, functional and physical data models required for architecture development
- Data elements targeted for standardization

3.6.2 Data Management Strategy Development. Identify methodologies for centralized management of distributed database environments, functional processes to identify single data entry points and opportunities for data reuse by other standard/common/migration systems and applications.

3.6.3 Cross-Functional Integration Strategy Development. Evaluate other functional areas and their associated standard/common/migration systems to identify opportunities for cross-functional data integration and data sharing.

3.6.4 Implementation Planning. Develop transition plans for the implementation of data migration strategies developed under this task area.

3.7 Task Area 7 - Standard/Common/Migration Application Development. Design, develop, document and test common/standard/migration applications and their infrastructures including but not limited to the items listed below. Standard/common/migration application development will generally occur through modification of one or several legacy applications and/or will be built primarily by use of commercial off-the-shelf (COTS) or mainline commercial products (MLCP) and services.

3.7.1 Standard/Common/Migration Application Development. Provide services for standard/common/migration application development and enhancements and the preparation of detailed systems designs. Detailed systems design include, although are not limited to, detailed data and process models, program specifications, interface specifications/documentation, screen and report designs, prototypes, testing, program control specifications, structure charts, module definitions, compile or build units, data usage definitions, networking or teleprocessing considerations and hardware and network architecture. The contractor shall:

- Define and use an integrated Computer Assisted Software Engineering (CASE) technology environment
- Establish detailed systems architecture
- Design database and file structures
- Finalize input and output designs
- Define special design considerations
- Define program design specifications
- Finalize test, conversion and implementation plans

3.7.2 Technical Support. Provide technical support in areas that supplement the design stage activities, including information and design reports on specialized software (i.e., languages, database management software (DBMS),

client server applications, etc.); analysis and evaluation of existing Government and COTS packages; review and evaluation of management, planning, security, audit and other products; attendance at design sessions and evaluation and modification of previously prepared design stage documents.

3.7.3 Documentation Preparation and Control. Provide services to ensure that all systems are properly documented in accordance with approved Federal and DoD standards (e.g., MIL-STD-498, "Software Development and Documentation" for DoD requirements). The contractor shall ensure that the inventory of system documentation and use is correct and up-to-date, including identification of missing, outdated or invalid documentation. Conduct and/or attend walkthroughs and meetings where contractor-developed documentation is discussed. Provide, at a minimum, responses to issues and questions, modifications to all or part of the documentation, responses to management concerns and any additional or supporting information where required.

3.8 Task Area 8 - Integration Strategies. Integration strategies are structured processes to reduce the large number of legacy systems to a more manageable, cost-effective, standard number of standard/common/migration applications as the DoD and other Federal agencies transition to their target information architecture supporting interoperability and cross-functional data sharing. Integration strategies encompass those functional and operational activities required to develop plans and methodologies for the successful migration of legacy information systems, databases and infrastructure to an integrated environment. Integration strategies attempt to examine all aspects of change to the organization resulting from functional process improvements and the selection of standard/ common/migration applications. The integration strategy considers all integration management components in order to recommend a standard/common/migration system, provide cost and economic analyses supporting the migration strategy, identify and evaluate risks inherent with the proposed strategy and provide a tentative implementation plan. The contractor shall perform the following activities for services required under this task area:

3.8.1 Define Objectives. Define objectives and establish priorities for the migration strategy.

3.8.2 Interim and Target Architecture. Identify interim and target architectures, both functional and technical. Also, identify the standards for compliance to include a description of services for managing, formatting and exchanging data.

3.8.3 Integration and Migration Strategy Development. Analyze current support requirements and capabilities in relation to existing functions, operations, technology and technical trends. Using the resultant information, develop strategies for the migration of support from its current base to an integrated functional and technical structure that meets guidelines. Integration strategy development encompasses considerations of:

- Number of applications/systems
- Number of installations
- Current technical architecture
- Connectivity
- Degree of integration
- Degree of compliance with existing Federal and DoD standards/guidelines
- Performance requirements
- Contract vehicles
- Functional requirements
- Current functional process improvements
- Current system development projects
- Consequences of lost functionality

3.9 Task Area 9 - Standard/Common/Migration Application Deployment. Provide support services for all aspects of deploying approved standard/common/migration applications/systems. All services provided under this task

area shall use and be integrated with approved Federal and DoD standard communications, security, data and other defined technical specifications. Applications shall be integrated with existing infrastructure or built with new infrastructure in compliance with approved Federal and DoD standards and architectures. Tasks within this area include but are not limited to planning, controlling, overseeing and conducting successful installation, developing and/or conducting initial training, conversion and acceptance testing of migration application(s). The contractor shall conduct site surveys, site planning, site installation, initial system file and table builds, data acquisition/conversion and installation tests. Tasks may include support services necessary to convert from one or more legacy systems to the migration application(s) including steps such as parallel operations.

3.10 Task Area 10 - Standard/Common/Migration Application Operations and Maintenance Management. All task orders performed under this task area shall be in compliance with approved Federal and DoD standards and technical specifications.

3.10.1 Standard/Common/Migration Application Operations Support. Provide systems operation support services to include technical and administrative support for standard/common/migration applications or systems. Activities include application/system and network administration services, maintenance of documentation related to system and network operations, routine system problem identification and correction and local area network (LAN) administration. Provide applications and systems modification, testing, installation and ongoing quality assurance activities. Provide COTS software and hardware maintenance through a hardware/software acquisition vehicle.

3.10.2 Customer Support. Provide support services to operate a customer support function including a help-desk facility; dial-up access to provide information, tools, techniques and procedures to assist application users at all levels; automated support for management of the customer service function; problem reporting and resolution of customer problems; and support to new and existing customer information and support centers.

3.10.3 Training. Provide training services for all levels of information system managers, operators, maintainers and users to include development of alternative training scenarios, development of recommendations for appropriate training approaches to include centralized, regional, on-site, train-the-trainer, train-the-end-user; preparation of training plans; development of training curricula and materials for information systems managers and users; preparation of materials and schedules; and administration and conduct of training sessions on Government and/or contractor sites.

3.10.4 Application Maintenance and Sustainment Support. Provide support services for maintenance of standard/common/migration applications to include analysis of problem or change requests, preparation of resource estimates and schedules to effect necessary changes, design and code changes, conduct testing of all changes, complete and/or update of all documentation affected by the required changes; and coordination of change implementation through appropriate approvals and user notifications. Convert and test software to run on new hardware platforms. Maintain application software to run on upgraded system software or upgraded COTS/MLCP applications. Provide both forward and backward compatibility.

3.10.5 Configuration Control. Provide configuration control support that includes analysis, tracking and reporting. The contractor shall identify and document the characteristics of a configuration item, to control changes to a configuration item and to record and report change processing and implementation status.

4.0 GOVERNMENT FURNISHED INFORMATION (GFI), EQUIPMENT AND WORKSPACE. The Government may provide the items listed below as necessary for the contractor to fulfill the tasks described in task order statements of work.

4.1 Information (technical data, applicable documents, plans, regulations, specifications). GFI may be specified in individual task orders.

4.2 Equipment. The Government may provide hardware and/or software requiring technical analysis, evaluation, verification, or study in support of a specific task and will be specified in individual task orders. GFE provided to the contractor in support of individual task orders shall be tracked through applicable procedures provided by the Contracting Officer in accordance with the FAR. Equipment shall be accounted for and marked accordingly for identification and tracking purposes with the Contract Number, Task Order Number, Serial Number and other information as required by the Contracting Officer. The Government does not intend to provide hardware/software equipment required to accomplish day-to-day work requirements in support of the overall contract-level effort. All GFE shall be returned to the Government at the completion of each task order unless otherwise specified.

4.3 Workspace. The Government may provide working space on an as-available basis while on trips to Government-operated facilities or military installations. Details will be provided in individual task orders.

5.0 PERSONNEL CONSIDERATIONS AND FACILITIES.

5.1 Personnel Security. All personnel supporting this contract shall have a minimum-security clearance of U.S. SECRET. In some cases, access to Sensitive Compartmented Information (SCI) may be required, and will be specified in individual task order Contract Security Classification Specification, DD Forms 254. If required, any other special security requirements that exceed those specified in the contract-level DD Form 254 will be addressed in individual task order DD Forms 254.

5.2 On-Site/Lease/Rental of Facilities. The contractor shall provide facilities to support this contract unless otherwise indicated in individual task orders.

5.3 Classified Facilities. Task orders may require access to SCI located at U.S. Government facilities only. SCI facilities requirements will likewise be addressed in individual task order DD Forms 254.

5.4 Classified Storage. The contractor shall establish and maintain a classified facility and procedures for receipt, storage and generation of classified material, up to and including TOP SECRET, in accordance with the security programs such as the DoD Industrial Security Manual (DoD 5220.22-M), the DD Form 254 and appropriate security instructions or guidelines. No classified or communications security (COMSEC) information shall be sent to or stored at the facility before it has been granted a facility clearance and storage capability defined by the Defense Security Service (DSS). If such requirement is imposed, it will be identified in the individual task order and the requirements will be contained in an accompanying DD Form 254. Storage of required classified documentation will be at the designation stated in each individual task order and in accordance with the DD Form 254.

5.5 Personnel Qualifications. The qualifications of any personnel provided by the contractor to perform these services shall meet the minimum qualifications as stated in Section J, Personnel Qualifications.

6.0 REPORTS, DATA, BRIEFINGS AND OTHER DELIVERABLES. The contractor shall submit reports and other deliverables in accordance with the requirements set forth below and as specified in individual task orders.

6.1. Reports.

6.1.1 Quarterly Progress Reports (QPR). The contractor shall submit a quarterly progress report consisting of an executive summary describing the activities and funds status of the previous month. The contractor shall include a detailed summary of the technical activities on all task orders grouped by major project areas and shall include a funding status for each task order. The contractor shall also provide quarterly reports regarding task order status (work progress, cost, schedule data, and achievement of Small and Small Disadvantaged Business goals) as required in the task orders. Quarterly progress reports shall be submitted ten (10) calendar days after the reporting period. One (1) copy shall be provided to the Contracting Officer and one (1) copy shall be provided to the DEIS III

Acquisition Manager. The QPR shall be delivered by e-mail in a format compatible with Microsoft Word Office 97. The QPR shall include:

6.1.1.1 Title page identifying the contract name and number and the dates of the reporting period.

6.1.1.2 Summary, briefly highlighting significant activities and developments occurring during the reporting period.

6.1.1.3 A task order summary table displaying task order number, contract type, award date, total dollars authorized, expended dollars by year and cumulative dollars expended for both active and completed (or terminated) task orders.

6.1.1.4 Technical activity summary for each task order organized by customer. Include the period of performance, TM, contractor point of contact (POC), purpose, significant activities during the reporting period and deliverables during the reporting period.

6.1.1.5 Spend plan that includes

- Previous quarter's forecast
- Actuals through the quarter
- Outstanding obligations
- Sum of actuals and outstanding obligations (i.e., maximum Government liability)
- Estimate to complete (by month, through the year). Data shall be shown by task order, by customer and by contract
- Small Business (SB), Small Disadvantaged Business (SDB) and Woman-Owned Small Business (WOSB) Goals Report. For each SB, SDB and WOSB/SDB team mate, identify the task order number(s) on which that company is working, task order total dollars authorized for those task orders, dollars authorized to the team mate, team mate percentage of task order grand total dollars authorized, and dollars paid to the team mate. Include a contract-level summary showing cumulative SB participation as percentage of total dollars authorized and cumulative SDB participation, as a percentage of total dollars authorized over the contract year and over the contract life.

6.1.2 Executive Council Meetings. The contractor shall attend, and host on a rotating basis, biannual Executive Council Meetings in which all DEIS III vendors, the DEIS III Acquisition Manager, Contracting Officers and other interested user community members can review and discuss current issues pertaining to performance under the DEIS III contracts.

6.1.3 Periodic In-Progress Review (IPRs). The contractor shall conduct informal IPRs concerning task order and performance-related issues on an as-needed basis.

6.1.4 Briefings. The contractor shall prepare and present briefings to the Government on the results of efforts undertaken under this contract and individual task orders. The schedules and formats for these briefings will be specified in individual task orders or as mutually agreed to between the contractor and the TM.

6.2 Marketing. The contractor shall strategically plan and actively conduct a marketing campaign to advertise the merits of technical solutions offered under the DEIS III contracts to potential new customers in order to attempt to continually expand the DEIS III customer base. Results of these marketing efforts shall also be reported in the QPR and will be a topic of discussion at the Executive Council Meetings.

6.3 Documentation. The contractor shall prepare and deliver data as specified in individual task orders.

6.4 Contract Data Requirements List (CDRL). CDRL items may be used to satisfy the need for contractor-developed documentation, as indicated in individual task orders. Specific task orders will reference these requirements as appropriate or identify additional data requirements, as required in each task order.

6.5 Year 2000 (Y2K) Compliance. All IT products and services provided under the DEIS III contracts shall be Y2K-compliant. The Y2K checklist, located at <http://www.disa.mil/cio/y2k/disa-plan-app-d-checklist.html>, shall be used throughout the testing, certification and validation process to aid functional, system and network managers to ensure system, network, and/or database is/are Y2K-compliant.

6.6 Specifications and Standards. IT requirements shall be satisfied with COTS, open-system based capabilities and enabling products to the maximum extent practicable.

7.0 TRAVEL. The contractor shall perform travel as required by the contract and as stated in individual task orders. Travel shall consist of both within and outside the United States, to include local travel, in support of the contract requirements identified in this statement of work (SOW) and in individual task order SOWs. Specific travel requirements shall be coordinated with the individual TM.

8.0 QUALITY ASSURANCE. The contractor shall develop, implement and maintain a quality assurance program. The system shall include inspection, validation, evaluation, corrective action and procedures necessary to effect quality control of all performance and products under the contract. The system shall allow inspection and evaluation by the Government. The system shall be applicable to all subcontractors and members of the contractor's team, if appropriate.

9.0 PROTECTION OF INFORMATION. The contractor shall properly protect all information used, gathered, or developed as a result of work under individual task orders, and/or the DD Form 254 of the contract. Beyond protecting CLASSIFIED information, the contractor shall also protect all UNCLASSIFIED Government information and equipment by treating it as sensitive.

10.0 WORK LOCATIONS. The contractor may be required to perform work associated with task orders throughout the United States and its territories and possessions. In addition, the contractor may be required to perform work in any countries where the Government has a presence.