

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 13, 24, AND 30			1. REQUISITION NUMBER AMSTAC-MIT8-0704		PAGE 1 OF 20
2. CONTRACT NO. DAAE07-02-A-L505		3. AWARD/EFFECTIVE DATE 09-Sep-2004	4. ORDER NUMBER BR06		5. SOLICITATION NUMBER
7. FOR SOLICITATION INFORMATION CALL:		a. NAME			b. TELEPHONE NUMBER (No Collect Calls)
8. OFFER DUE DATE/LOCAL TIME		9. ISSUED BY U.S. ARMY TACOM 6501 E. 11 MILE ROAD WARREN MI 48397-5000		CODE W912CH	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STANDARD:
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30 Days		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>	
13b. RATING		14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP			
15. DELIVER TO U.S. ARMY TACOM TACOM WARREN SEE SCHEDULE WARREN MI 48397-5000		CODE W912CH	16. ADMINISTERED BY U.S. ARMY TACOM AMSTA-AQ-ABRD/322 ELAINE CHUTORASH/586-574-7252 CHUTURE@TACOM.ARMY.MIL WARREN MI 48397-5000		
17a. CONTRACTOR/ OFFEROR CAMBER CORPORATION RICK NELSON 635 DISCOVERY DRIVE HUNTSVILLE AL 35806-2801		CODE 0MWW4	18a. PAYMENT WILL BE MADE BY DFAS-ST LOUIS DFAS-STL-FPV BLDG 110 PO BOX 200009 ST LOUIS MO 63120-0009		
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>		FACILITY CODE	18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input checked="" type="checkbox"/> SEE ADDENDUM		
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES		21. QUANTITY	22. UNIT
		SEE SCHEDULE			
23. UNIT PRICE		24. AMOUNT	25. ACCOUNTING AND APPROPRIATION DATA See Schedule		
			26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$536,542.56		
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3, 52.212-5 ARE ATTACHED.		ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED.		
ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED		28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES <input checked="" type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN. REF: GS-35F-5812H	29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED 23-Aug-2004 YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: SEE SCHEDULE		
30a. SIGNATURE OF OFFEROR/CONTRACTOR		31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED 09-Sep-2004	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) JAY E. LENTZ / CONTRACTING OFFICER TEL: 586-574-7146 EMAIL: lentzj@tacom.army.mil		

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

32a. QUANTITY IN COLUMN 21 HAS BEEN
 RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY (Print)	
	42b. RECEIVED AT (Location)		
	42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS	

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	IT Professional Services T&M Contractor services according to the Statement of Work herein. PURCHASE REQUEST NUMBER: AMSTAC-MIT8-0704	1	Lot	\$536,542.56	\$536,542.56
TOT ESTIMATED PRICE					\$536,542.56
CEILING PRICE					
ACRN AA Funded Amount					\$536,542.56

FOB: Destination

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 27-SEP-2004 TO 26-SEP-2005	N/A	U.S. ARMY TACOM TACOM WARREN SEE SCHEDULE WARREN MI 48397-5000 FOB: Destination	W912CH

SOW

PERFORMANCE PERIOD:

27 Sep 04 – 26 Sep 05, or until funds are exhausted, whichever occurs first.

**SCOPE OF WORK - Management and Consulting Services,
 CIO FY05**

C1. Objective: To acquire Information Technology Support Service Contract to complete the tasks as outlined in this statement of work. The tasks outlined shall be measured and quality assessed. The objective of all services will be the implementation of best business practices and Army-wide integration of AKM Goals within TACOM and throughout the AMC community. All services must support Command's Strategic Objective and TACOM's Corporate Information Office (CIO) strategies to provide project implementation and management support to Life Cycle Management approach to enable Business/IT capability across the Command.

C2. Scope of Work:

This Statement of Work (SOW) defines the requirement for Information Technology support services to be acquired by the Corporate Information Office (CIO).

C3. Administrative support - Acting as an independent contractor and not as an agent or employee of the Federal Government, contractor support shall assist in developing policies, plans, procedures, and charters meeting Army-wide integration of AKM Goals, but not limited to:

- G6 Strategic Plan
- Lean/Six Sigma Projects
- Portfolio Management Procedures
- Enterprise Architecture Plan (EAP)
- Collaborative Work Environment Procedures and Policies
- IPT Charters
- Common Operating Environment (COE) Guidance
- Business Process Reengineering procedures

C4. Support for Lean/Six Sigma Management, Business Process Engineering Activities including, but not limited to: - Acting as an independent contractor and not as an agent or employee of the Federal Government, contractor support shall assist in developing and the support of Lean/Six Sigma Management and Business Process Engineering initiatives.

- Contractor will assist in the development of products, services and processes using Six Sigma methodology and tools for achieving a well defined tool set for achieving continuous measurable improvement resulting in improving quality and meeting operating schedules, while reducing costs and risks
- Provide Modeling in support of Business Process Re-engineering (BPR) to include:
 - Modeling/Value Stream Mapping of Internal Business Processes
 - Document Process Workflows/Develop Value Stream Maps will consist of interviewing functional area personnel, defining current work and business processes.
 - Process models will be prepared to conform to current TACOM BPR/Lean/Six Sigma procedures.
 - Develop JCALS and Document Management Workflow Templates.
 - Update Workflow Templates based on newly modeled processes.
- Facilitate Lean/Six Sigma Management Value Stream Analysis (VSA) and Rapid Improvement Event (RIE) sessions.
- Identify Legacy Application and Data interfaces that are part of reengineered/Leaned business processes.
- Revise current process information by interviewing process participants, interviewing process owners, reviewing applicable policies, rules, and regulations, reviewing existing process models, and reviewing existing process workflow templates.
- Attend and/or Facilitate Joint Application Design (JAD) sessions, by asking questions, providing ideas, and suggesting possible alternatives. Facilitation will include leading the JAD session and keeping the participants' discussion on track.
- Provide Information Technology expertise and automation support to meetings and conferences as required.
- Based on knowledge of the BPR process, Lean/Six Sigma Management methods, and knowledge of the Command's mission/requirements, evaluate and make recommendations on each Leaned business process for possible expansion to other TACOM/S&GSE sites.
- Provide for Configuration Management of Business Process Models and Workflow Templates. Includes maintaining TACOM's Business Process and Workflow Template Configuration Management Repository.
- Maintain a current version of the TACOM Business Process Improvement Handbook.
- Develop and maintain G6 Lean/Six Sigma Management Handbook.
- Develop and support Communication Plans and Marketing plans to include creating and displaying ITLCM or other related information to the Command on the hallway display board and CIO websites.

- Conduct analysis of process alternatives and design considerations.
- Provide process implementation support.

C5. Provide System Administration and Applications Management Support.

- The objective of all consulting and programming services will be the implementation of best business practices and the Army-wide Integration of AKM Goals. The contractor will provide Information Technology (IT) expertise/experience to effectively perform maintenance and programming enhancements to include but not limited to supporting the following systems/tools. The vendor will also perform systems analysis, database programming, programming enhancements, the migration of databases to existing databases such as ORACLE with WEB front ends, the WEB enabling of databases with the associated integration, and training in support of CIO functions. The contractor may represent TACOM's requirements to 3rd party software and hardware vendors.
 - Joint Electronic Folder (JEF) support
 - Joint Technical Manual (JTM) deployment, training, and system administrator support.
 - JCALS support
 - Windchill (PDM) and/or Document Management application support
 - ACQPRO support
 - UNIX server support
 - Oracle software support
 - Cold fusion Support

- Develop and maintain the G6/CIO Intranet Website. Provide the CIO with the support required to migrate our business processes to a web based environment that will improve data exchange with our customers. Provide Intranet and internet site work consisting of:
 - Graphics design
 - Website layout/design
 - Site reviews
 - Design site navigation structure
 - Setup site search tools

C6. Training

- Develop and conduct training in BPR, Lean/Six Sigma Management for TACOM/S&GSE leaders and associates as required. Training will include strategic planning for BPR as well as specific training on TACOM's BPR/Lean/Six Sigma Management approach and methodology. The Contractor shall submit training course outlines and a list of all materials and training aids to the Government for review before the start of actual training. The contractor shall give each student one reproducible hardcopy of all training materials used during class. Training and systems documentation shall be clear and understandable to Government personnel.

C7. Project Management Support

- **Administrative Support** - Assists in Planning, coordinating, analyzing and evaluating G6 missions and operations. Assists in the administration and evaluation of internal management plans, direction, and practices which require consideration and integration of specialized needs. Recommends changes pertaining to operating practices and assists in determining administrative policies, procedures, and requirements of the CIO/G6. Provides recommendations on the most economical methods of achieving administrative goals and objectives. Evaluates the impact for new or revised policies and procedures on existing organization. Clarifies new procedures; and provides guidance in the application of new administrative guidelines. Actively participates in staff and/or management level meetings and discussions pertaining to the activities encompassed in the administrative and management functions of the G-6 at the COR's request when necessary. Because of high-level involvement and continuous changes to be accomplished, scheduling has to be executed with maximum efficiency of time utilization and with constant vigilance and attention to detail.
- **Technical Writing:** Under general direction, is responsible for preparing, editing and/or maintaining technical materials, such as reports of research findings; scientific or technical articles, guidance, policy, memorandums, news releases, and periodicals; regulations in technical areas; technical manuals, specifications, brochures, and pamphlets; or speeches or scripts on information technology subjects. Technical writers and technical editors draw on a substantial knowledge of a particular subject-matter area. The work involves the development of information and analysis to select and present information on the specialized subject in a form and at a level suitable for the intended audience. Involves attending meetings as deemed necessary by the COR.
- Provide support in writing, creating, analyzing, developing and maintaining business requirements documents, user guides and help screens for TACOM/S&GSE applications and new initiatives as deemed necessary by the COR.

C.8 PERFORMANCE REQUIREMENTS SUMMARY

Performance Outcome	Performance Standard (and AQL)	Method of Performance Assessment
Administrative Support Ref. C3	All programming must meet integration of AKM goals.	100% inspection by the COR. Ref. C11
Lean/Six Sigma Management Support Ref. C4	Develop a well defined tool set, achieving continuous measurable improvement.	100% inspection by the COR Ref. C11
Application Management Support Ref. C5	Develop & maintain the G6/CIO website, providing intranet & internet site work consisting of graphics design, website layout, site reviews, and navigation structure & search tools.	100% inspection by the COR Ref. C11
Training Ref. C6	Submit course outlines & list of materials & aids.	One reproducible hardcopy understandable to government personnel. Training and systems documentation shall be clear and understandable to Government personnel. Ref. C11

Project Management Support Ref. C7	Active participation in staff/management meetings.	100% responsive to COR requests Ref. C11