ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N00033-11-D-6505	2. DELIVERY ORDER/ CALL NO. 0009	3. DATE OF ORDER/CALL (YYYYMMDD) 2011 Aug 04	4. REQ./ PURCH. REQUEST NO. N0003312076301	5. PRIORITY

6. ISSUED BY CODE N00033

MILITARY SEALIFT COMMAND, N1022
914 CHARLES MORRIS COURT SE
WASHINGTON NAVY YARD DC 20398-5540

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER

(See Schedule if other)

9. CONTRACTOR CODE 4LYJ5 FACILITY

NAME AND ADDRESS
US INFORMATION TECHNOLOGIES
JOSEPH MORRONE
4800 WESTFIELDS BLVD, STE 250
CHANTILLY VA 20151-4202

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N00033

MILITARY SEALIFT COMMAND
MSC N-83
914 CHARLES MORRIS CT SE
WASHINGTON DC 20398

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER	DELIVERY/ CALL	X	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		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)

[ ] If this box is marked, supplier must sign Acceptance and return the following number of copies:

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. OF AMERICA
TEL (b) (6)
EMAIL (b) (6)
BY: BRIAN HJ KIMM

Brian Ki
CONTRACTING / ORDERING OFFICER

| 25. TOTAL (b) (4) |
| 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

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	28. SHIP NO.	29. DO VOUCHER NO.	30. INITIALS

f. TELEPHONE NUMBER	g. E-MAIL ADDRESS	[ ] PARTIAL [ ] FINAL	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	31. PAYMENT [ ] COMPLETE [ ] PARTIAL [ ] FINAL	34. CHECK NUMBER
			35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

DD Form 1155, DEC 2001   PREVIOUS EDITION IS OBSOLETE.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		1	Lot	$(b) (4)	$(b) (4) NTE

FY11 & FY12 Labor - HRMS R12 Upgrade
FFP-LOE
FOB: Destination
PURCHASE REQUEST NUMBER: N0003312076301

NET AMT	$(b) (4)
CEILING PRICE	$0.00

ACRN AA $(b) (4)
CIN: N00033120763010001

Section C - Descriptions and Specifications

STATEMENT OF WORK
Contract: N00033-11-D-6505
Title: MSC-HRMS Technical Refresh (R12)
Technical Order Number: 0009
Period of Performance: From Date of Task Order Award through 01 December 2011.
TPOC: Zadoc-Lee Kekuewa, (b) (6)

MSC-HRMS TECHNICAL REFRESH (R12) UPGRADE

Objective

The objective is to obtain contractor services for the development of changes to MSC's Human Resources Management System technology stack by implementing an upgrade to release 12 of the Oracle E-Business Suite.

Background

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

MSC-HRMS is used to make decisions on filling over 4000 positions on approximately 50 MSC ships, while monitoring the assignments and competencies of the total CIVMAR workforce of over 5000.

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-HRMS software to 11.5.10 technology stack. In order to successfully carry out its mission in an ever-changing environment, MSC-HRMS needs to be upgraded to the latest version of the Oracle E-Business Suite. HRMS Release 12 ensures more intuitive and effective human capital management and will further automate business processes and increase efficiencies for MSC. The upgrade to R12 will also bring MSC-HRMS to DON Application and Data Base Management System (DADMS) compliance.

Tasks

The Contractor shall provide the following maintenance and support services for the MSC-HRMS Portfolio in accordance with subtask 4.3.1 and 4.3.3 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-HRMS 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 reviews in accordance with the current version of COMSC C4S Enterprise Software Life Cycle Process Management Document, 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

Provide meeting minutes for all meeting 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:
  - o Updated CCR forms
  - o Requirements Documentation
  - o Detailed Requirements Documents
  - o Analysis of Alternatives (AoA)
  - o Functional Design Documentation
  - o 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

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
0001	POP 04-AUG-2011 TO 01-DEC-2011	N/A	N/A FOB: Destination	

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97   X 4930 ND2A 000 00033 0 000033 2F00000000000000000
AMOUNT: $(b) (4)
CIN N00033120763010001: $(b) (4)