

**STATEMENT OF OBJECTIVES (SOO)
FOR
MARINE CORPS TRAINING INFORMATION MANAGEMENT SYSTEM (MCTIMS)**

1.0 BACKGROUND

MCTIMS system is to be the single source of training data for the USMC, to satisfy for Department of Defense (DoD) mandated Readiness Reporting requirements, to provide decision-support capabilities, and to provide analytical capabilities to enable business process insight, analysis and improvement. MCTIMS is a manageable, scalable, affordable data training center analysis framework. It is designed to support access to historical training data in a consistent and integrated manner for school houses to conduct analysis, planning, and Program of Instructions (POIs) development for training purposes. MCTIMS is considered to be Mission Assurance Category (MAC) III with a Confidentiality Level as described in Department of Defense Instruction (DoDI) 8500.2 of Sensitive but Unclassified (SBU). MCTIMS is identified as Defense Automated Document Management System (DADMS) Number #21448. Appendices to this SOO provide the following:

- Appendix 1, MCTIMS Recurring Data Load Sources
- Appendix 2, MCTIMS Open Engineering Change Proposals
- Appendix 3, MCTIMS Government Furnished Equipment (GFE)
- Appendix A, MCTIMS Engineering Artifacts
- Appendix B, MCTIMS Requirements Traceability Matrix (RTM)
- Appendix C, MCTIMS Interfaces

2.0 OBJECTIVES

The objective of MCTIMS is to provide a single source of enterprise training system for TECOM. It is a web-based system, accessible from any computer using IE 8.0 or higher and a Common Access Card (CAC) reader. MCTIMS maintains Training and Readiness Manuals, Curricula, MOS Manual, MOS Roadmaps, Course Schedules, and Class Seat allocations. MCTIMS is also used to input and track: student registrations, test scores, class standings, and course completions for Marines. Recent enhancements to MCTIMS have enabled the operational force units in the conduct of unit training management and readiness reporting. MCTIMS is resident on hardware hosted and located on Marine Corps Base, Quantico, VA. Future development efforts include Interfaces with Advance Skills Management (ASM), Army Training Requirements and Resources System (ATRRS), Corporate enterprise Training Activity Resource System (CeTARS), Defense Manpower Data Center (DMDC), Defense Readiness Reporting System (DRRS), MarineNet, Marine Corps Recruiting Information Support System (MCRISS), Marine Corps Range and Training Area Management System (MCRTAMS), Marine Corps Total Force System (MCTFS), Military Personnel Data System –Oracle Training Administration (MilPDS-OTA), Operational Data Store Enterprise (ODSE), Recruit Distribution Model (RDM), Sailor/Marine American Council on Education Registry Transcript (SMART),

Training and Education Command (TECOM) Web, Total Force Data Warehouse (TFDW), and Total Force Structure Management System (TFSMS).

The purpose of this Statement of Objectives (SOO) is to select a MCTIMS Systems Integrator to provide the full range of services and supports to sustain the deployed MCTIMS v2.0.x capability while at the same time designing, producing, testing, and integrating new MCTIMS functionality with a common look and feel across all modules.

2.1 Objective 1: Program Management Objectives

The Government will:

- 2.1.1** Select a System Integrator that is able to identify and implement innovative sustainment and development approaches that reduce MCTIMS Post Deployment Software Support (PDSS) and development costs.
- 2.1.2** Gain an understanding of Offeror's commitment to quality processes and procedures through the review of each Offeror's Capability Maturity Model Integration (CMMI) Level III Appraisal Disclosure Statement that is to be submitted with the response to this Solicitation.
- 2.1.3** Obtain technical data rights, both software and hardware, such that post completion of this contract, the Government can maintain and modify the system using Government personnel and third party contractors.
- 2.1.4** Ensure Offerors communicate their proposed work effort in the form of a Contractor Work Breakdown Structure (CWBS).

The Contractor shall:

- 2.1.5** Design, develop, test and sustain MCTIMS with at least a CMMI level III certified software development process. Provide a copy of CMMI Level III certification.
- 2.1.6** Provide personnel that have the required education, certification, and experience and knowledge of performing information assurance, analysis, design, COTS adaptation, integration, training, and testing. Provide personnel that have Secret security clearances and ensure that foreign nationals do not have access to the database.
- 2.1.7** Develop and document procedures for managing system engineering, software and hardware integration in compliance with Section 4.0 of this SOO.
- 2.1.8** Propose a comprehensive and cost effective Contract Data Requirements (CDRL) package tailored to the proposed contract solution (the proposed CDRL package needs to address program areas such as development, sustainment and management and provide expected number of labor hours and cost to deliver each CDRL).
- 2.1.9** Maintain, upgrade and develop a system that meets the Requirements Traceability Matrix (RTM) Threshold/Objective requirements, within the allowable trade space, aligned with the program cost and schedule constraints (see Appendix B and Figure 1).

- 2.1.10 Propose a system integrator provided development environment that is representative of the production environment.
- 2.1.11 Sustain a system that meets technical requirements within program cost and schedule constraints.
- 2.1.12 Develop new requirements that meet technical requirements within program cost and schedule.

2.2 Objective 2: Program Management Objectives

The Government will:

- 2.2.1 The Government seeks a Program Management capability that establishes and maintains program management practices throughout the period of performance. Program management practices shall provide visibility into the contractors' organization and techniques used in managing the program, specifically data management.
- 2.2.2 Documentation shall be readily available to Government representative(s) during planned visits. Any electronic databases or applications used to store, track, share, transmit or display information pertaining to this contract shall be web-based.
- 2.2.3 Establish a Government/Contractor Integrated Product Team (IPT) partnership that is beneficial to achieving program goals and reduces the overall level of government oversight required.
- 2.2.4 Deliver all CDRLs and Contractor products to the Government's electronic collaborative data environment.
- 2.2.5 Establish a sound risk management system, which mitigates program risks and provides for special emphasis on software development efforts through integration of metrics to monitor program status. Ensure risk program includes sustainment criteria that aid in reduction of PDSS costs.

The Contractor shall provide a PWS that demonstrates the Contractor's approach to how it will:

- 2.2.6 Design, develop, test and sustain MCTIMS with at least a Capability Maturity Model Integration (CMMI) level III certified software development process.
- 2.2.7 Maintain an accurate schedule of program events and recommended program schedules, including review and evaluation techniques, which provide for the earliest delivery schedule while at the same time satisfying all requirements in a cost effective manner.
- 2.2.8 Notify the Government in writing of any anticipated or projected work stoppages or delays that will impact schedules. The contractor shall establish a single, centralized system for management of all data required under this contract.
- 2.2.9 The program schedule shall include all significant events, and a Program Planning Milestone Chart shall depict major tasks and events from start to completion of the contract. The contractor, in developing information that will be furnished to the

Government, shall make the maximum use of existing data and provide maximum multiple use of technical information.

- 2.2.10** Provide and maintain a Quality Assurance Plan (QAP) that addresses their approach to ensure the highest level of Quality Assurance (QA) for MCTIMS.
- 2.2.11** Provide Contractor Work Breakdown Structure (CWBS) detailed at a minimum to level three (3). The CWBS is required to be compliant with MIL-STD-881C and specifically in Appendix K in this standard.
- 2.2.12** Provide Risk Management Plan (RMP) to ensure all risks associated with MCTIMS is captured and tracked in a risk registry.
- 2.2.13** Attend monthly Government CCBs with the PO and Functional Managers (FM). All Engineering Change Proposals (ECPs) shall be prepared by the contractor and submitted to the CCB for review at least one (1) week prior to the scheduled CCB. The contractor shall be responsible for recording the actions taken during these CCBs in the form of minutes.
- 2.2.14** Attend monthly IPRs with the PO and FMs. The contractor shall be responsible for recording the actions taken during the IPRs in the form of minutes, which shall be delivered within five (5) working days after each IPR.
- 2.2.15** Prepare and submit MSRs by the tenth (10th) calendar day following the end of the preceding month to the PO electronically. Each MSR shall cover month-end accomplishments, status of deliverables, planned activities, IA network scan results, STIG compliance, trouble tickets and any other items that need the PO's attention. The draft MSR format shall be provided to the PO at IKOM.
- 2.2.16** Provide Information Assurance (IA) Lead Personnel by name for MCTIMS to ensure MCTIMS maintains current Authority to Operate (ATO) and sustains IA DIACAP compliance
- 2.2.17** Provide personnel that have the education, certification, experience, and clearances sufficient to manage, design, develop, test, produce, operate, and sustain, the MCTIMS v2.0.x.xprogram, products and processes. This includes understanding and a comprehensive knowledge of the interfaces between modules utilizing current software schema.
- 2.2.18** Develop and document procedures for configuration management and systems engineering, software and hardware integration in compliance with Section 2.0 of this SOO.
- 2.2.19** Provide understanding and a comprehensive knowledge of the USMC formal schools training methodology, business processes, and HRDP. This would impact understanding how the modules within MCTIMS link to each other.
- 2.2.20** Propose a comprehensive and cost effective Contract Data Requirements (CDRL) package tailored to the proposed contract solution (the proposed CDRL package needs to address program areas such as development, sustainment and management and provide expected number of labor hours and cost to deliver each CDRL).
- 2.2.21** Utilize the GFE to support a development/sandbox environment that is representative of the production/test environment.

- 2.2.22 Provide technical data rights, both software and hardware, such that post completion of this contract, the Government can maintain and modify the system using Government personnel and third party contractors.
- 2.2.23 Deliver all CDRLs and Contractor products to the Government's electronic collaborative data environment which is the MCEITS portal.
- 2.2.24 Reduce initial and life cycle costs from the current system.
- 2.2.25 Establish strict program control processes to ensure mitigation of risks, minimal schedule variances, and adherence to budget.
- 2.2.26 Propose a method of measuring the level of customer satisfaction.
- 2.2.27 Communicate emergent system issues via telephone and email within twenty-four (24) hours of discovery identifying issue(s), scope, impact, recommended resolution, and notification once an issue has been resolved. Ensure this is captured through the trouble ticket resolution for CM tracking.
- 2.2.28 Establish a program management system based on the Government approved Integrated Master Plan/Integrated Master Schedule that provides accurate and timely schedule, cost and performance in accordance with the MCTIMS Performance Measurement Plan (PMP) information throughout the life cycle of the program.
- 2.2.29 Establish a sound risk management system, which mitigates program risks and assess risks in terms of their probability or likelihood of occurrence as well as their impact to MCTIMS technical, schedule, resource, and management process objectives.
- 2.2.30 Participate in a Government-established government/contractor Integrated Product Team (IPT) that is beneficial to achieving program goals and reducing the overall level of required government oversight.
- 2.2.31 Minimize the effects of planned or unplanned outages at building 2043, Diamond Hall, and contractor site where development equipment will be located.

2.3 Objective 3: Post Deployment System Sustainment (PDSS). PDSS includes all sustainment activities, products, and processes required to achieve the objectives outlined below. The Contractor shall submit a PDSS Plan that fully describes the Contractor's PDSS program while integrating the PDSS CDRLs.

The Contractor shall provide a PWS that demonstrates the Contractor's approach to how it will:

- 2.3.1 PDSS to include analysis, trouble shooting, debugging, testing, documentation, and configuration management efforts to maintain the current fielded system. The Government expects that this support will include Engineering Change Proposals (ECPs) tracking and status, Developmental Release status, Funding status, Personnel issues, C&A status, Software status, Hardware status, help desk and FSR support. The Government expects that brief summaries of the support provided by the Contractor during the month will be included in the applicable Monthly Status Report.

- 2.3.2** Provide consulting and training services to include analysis of requirement. This entails feasibility assessments for product and process improvements and enhancements, data transmission, existing data structure tables, design of additional data structures as required, and administration and security requirements.
- 2.3.3** Develop and implement an Integrated Logistics Support (ILS) program that ensures the logistics support package supports the currently fielded systems (production and development).
- 2.3.4** Provide functional and technical expertise onsite at Marine Corps Base, Quantico to support users as related to MCTIMS data applications, e.g. Cognos, Comvault, Windows Server 2003, Oracle, QuestionMark Perception, and other software applications.
- 2.3.5** Provide design, development, administration, and maintenance of Cognos, Comvault, Windows Server 2003, Oracle, QuestionMark Perception and other software applications.
- 2.3.6** Maintain the production platforms Non-classified Internet Protocol Router Network (NIPRNet) and Continuity of Operation (COOP) (once established) to ensure existing Information Assurance (IA) Certifications and Accreditations (C&A) are maintained and future accreditation packages are prepared and submitted accurately and timely per the defined USMC IA C&A processes and recommended schedule.
- 2.3.7** Restore MCTIMS capability in the event of a system failure in accordance with the specified Threshold/Objective requirements (Thresholds and Objectives are defined in the System Design Specification (SDS), see Appendix D
- 2.3.8**).
- 2.3.9** Minimize the effects of planned and unplanned downtime on the system operational availability and the ability for MCTIMS to deliver training data to Marine Corps users.
- 2.3.10** Control all requirement changes, track requirement progress, hold reviews, develop future enhancements and include all ECPs in the WBS. Study existing documentation and update and/or develop a System Requirements Document (SRD). The SRD must clearly document all requirements (i.e. functional, interface, maintainability, operational, performance, privacy, quality, reliability, security and training) implemented and proposed within MCTIMS and any constraints and assumptions.
- 2.3.11** Classify all ECPs as either Type I – Maintenance/Revision or Type II – System Enhancement, track, and maintain for review as necessary. Classification of all ECPs shall be reviewed by the COR/PO and CCB members.
- 2.3.12** Type I ECP's shall be submitted when changes are required to: (a) Correct deficiencies; (b) Add or modify interface or interoperability requirements; (c) Make a significant and measurable effectiveness change in the operational capabilities or logistics supportability of the system; (d) Effect substantial life cycle costs/savings; and (e) Prevent slippage in an approved production schedule. Type II ECP's shall be submitted by the Contractor to the Contracting Officer Representative (COR) for approval for those engineering changes, which impacts enhancements to the system.
- 2.3.13** For Type II ECPs, the Contractor shall provide a Rough Order of Magnitude (ROM) estimate including the number of hours required to complete the ECP. The ROM shall be submitted to the COR/PO for presentation to the CCB for

- prioritization. ECPs shall also report priority and severity of the issue.
- 2.3.14** Conduct hardware and software refresh which will include upgrading from Oracle 10g to 11g, Windows 2008, and Red Hat Linux 5. The Contractor's strategy and implementation plan shall ensure updates to appropriate programmatic support documentation and system engineering design reviews. If the Government accepts and exercises proposed upgrades, then Environment, Safety, and Occupational Health (ESOH) analysis/documentation is required.
- 2.3.15** Manage software license maintenance for software identified in Appendix 3, Section B, from 3rd party sources, which will be reimbursed as Other Direct Costs. Maintain a database that identifies software used in support MCTIMS. This database may have additions and deletions applied as directed by the PO. The database will contain: manufacturer, serial number, date of purchase (if known), warranty, quantity, price, and maintenance period.
- 2.3.16** Assist the MCTIMS PO in developing a Life Cycle Management Plan, to include a Life Cycle Cost Estimate (LCCE).
- 2.3.17** Maintain interfaces, reliability, and availability between the current 14 modules of MCTIMS while performing PDSS support. Reliability and Availability of interfaces of all 14 modules is 99%.
- 2.3.18** Ensure the MCTIMS program maintains IA documentation in accordance with DoDI 8510.01-M DIACAP, which are living documentation and continuous updates are expected. Systems operating within the Marine Corps Enterprise Network (MCEN) must also comply with the USMC Firewall Policy MC IA OPSTD 002.
- 2.3.19** Serve as the Database Administrator (DBA) for the MCTIMS application providing data administration, database tuning, database backups and CM, as well as the physical/logical DB design, development, installation, configuration and administration of all database applications. Administer the CM tool with knowledge and understanding of database normalization, relational integrity, logical and physical design, and PL/SQL query and index design.
- 2.3.20** Shall acquire and manage software maintenance and/or software licenses. S/W license requirements will be identified to the Govt and the Govt will research the availability of those licenses on the Marine Corps Software Enterprise License Management System (MCSELMS). If the license exist, the program office will coordinate the procurement, if licenses do not exist the contractor will buy the license and the Govt will become the licensee. The contractor shall assist the Project Officer (PO) in developing a Life Cycle Management Plan to support this program. To assist the PO in creating this plan, the contractor shall provide a five (5) year cost projection (CY12 – CY16) for license maintenance, new licenses, new software packages, etc. for MCTIMS. This projection should take into account the future plans of these software packages.
- 2.3.21** Provide recurring support for database administration for MCTIMS, as well as systems administration for the hardware and software suite. Refer to Appendix 2 for a complete list of hardware and software GFE. The MCTIMS expected growth rate is twenty-five (25) gigabytes (GBs) per month or three hundred and fifty (300) GBs per year.
- 2.3.22** Provide help desk support Monday through Friday from 7:00 am – 6:00 pm local

eastern standard time excluding holidays. Help desk tickets are divided into three tiers, Tier I, II, and III. Tier I help desk support provides basic application software and/or hardware support to users. This includes gathering the user's information and determining the issue by analyzing the symptoms of the problem. This typically includes troubleshooting methods such as verifying physical layer issues, creating accounts, and resolving username and password problems. Tiers II and III help desk support provide more complex and in-depth support on application software and/or hardware. The tool currently being used to track trouble tickets is Numera.

- 2.3.23** Track all help desk tickets and provide a tracking document on a monthly basis. Upon resolution of Tier I-III tickets, submit a notification of action taken to TECOM (GTD) and COR for customer care follow-up.
- 2.3.24** Ensure that MCTIMS is available to users Monday through Friday 7:00 a.m. to 6:00 p.m. local eastern standard time excluding holidays. Access via client and web applications will be available during remaining hours with the exception of during maintenance periods.
- 2.3.25** Be responsible for testing and deploying patches and fixes, and report compliance, in response to Operational Directives (OpDirs) issued by the Marine Corps Network Operations and Security Center (MCNOSC).
- 2.3.26** Implement Information Assurance Vulnerability Alerts (IAVA), MARADMINs, OpDirs (released on SIPRnet), and DISA Security Technical Implementation Guides (STIGs), for updates to security policies. Maintain and monitor to ensure IA compliance to all IAVAs, STIGs, MARADMINs, USMC IA Directives, and DISA requirements.
- 2.3.27** Perform preventive maintenance and report monthly via the MSR for all government furnished equipment and material as per the manufacture specification, in the cases that the manufacture does not provide preventive maintenance specifications the contractor shall comply with the best industry standard.
- 2.3.28** Monitor all software and hardware configuration items used by or in support of this contract to ensure they are current/valid configuration items or applications supported by the vendor.
- 2.3.29** Monitor and report to the government monthly the software and hardware license/warranty status for all hardware and software assets used in support of the MCTIMS effort.
- 2.3.30** Evaluate each ECP for the impact on the fielded program and the overall maintenance/enhancements schedule. The Government expects the contractor will consider and include as part of the estimate of work, any modifications, corrections, or enhancements made to MCTIMS that affects an interoperability system for ECPs resulting in an increase in the level of effort, cost or schedule, approval shall be in the form of contract modifications to reflect the requested changes, and the level of effort for the ECP shall be added to the WBS. The Evaluation of the ECP shall identify any required change to existing user training program and materials, and shall identify all differences training requirements with a propose training plan if required.
- 2.3.31** Execution of ECPs also require complying with PM TFITS Policy 1-11, which requires the incorporation of a Design Review, Test Readiness Review and

- Production Review into the CM process for 3d and 4th octet changes.
- 2.3.32 Department of the Navy Supplement to Guidebook for Acquisition of Naval Software Intensive Systems Software Criteria and Guidance for Systems Engineering Technical Reviews (SETR) for 1st and 2nd Octet changes.
 - 2.3.33 Maintain and update the interfaces with ASM, ATRRS, CeTARS, DMDC, DRRS, MarineNet, MCRISS, MCRTAMS, MCTFS, MiLPDS-OTA, ODSE, RDM, SMART, TECOM Web, TFDW, and TFSMS as required.
 - 2.3.34 Deliver the MCTIMS application, source code and relevant documentation via CD-ROM to the Government.
 - 2.3.35 Establish and maintain a current functional and product baseline. Conduct a Functional Configuration Audit within 60 days of award and a Product Configuration Audit within 90 days of award. Conduct FCA and PCA, as appropriate, with each system update.

2.4 Objective 4: System Maintenance and Performance Upgrades: During the course of this contract, the MCTIMS PO expects the Systems Integrator to implement system maintenance and performance upgrades for hardware, software and minor functionality enhancements.

The Contractor shall provide a PWS that demonstrates the Contractor's approach to how it will:

- 2.4.1 Provide the range of expertise required to provide technical and engineering services to take any of the changes discussed below from initiation to a fully supported deployment – including requirements elicitation, design, development, documentation, testing, logistics package, user communication and deployment. The PDSS Plan submitted with the quotation, needs to fully describes the Contractor's System Maintenance and Performance Upgrades approach while integrating corresponding CDRLs. Examples of the types of changes are noted below. These changes are captured and processed in accordance with the MCTIMS Configuration Management Plan and Configuration Change Control processes.
- 2.4.2 The need for hardware changes can originate from:
 - 2.4.2.1 Technology refresh – the MCTIMS Program uses a five (5) year technology refresh cycle for its developmental environmental hardware.
 - 2.4.2.2 Architecture changes to support software changes.
- 2.4.3 The need for software changes can originate from:
 - 2.4.3.1 Contractor planned upgrades – as an example, Oracle publishes its quarterly critical patch updates.
 - 2.4.3.2 Contractor unplanned upgrades – as an example, an Information Assurance Vulnerability Alert (IAVA) may be released indicating a software vulnerability requiring an immediate Contractor supplied patch.
- 2.4.4 The need for ECPs/functionality changes can originate from
 - 2.4.4.1 Advocate requested changes such as enhancements to existing system capabilities.

2.4.4.2 Interface changes necessitated by external needs such as modifications to web services.

2.4.4.3 User requested changes that have been reviewed and approved by the MCTIMS Configuration Control Board (CCB).

2.5 Objective 5: Development/Deployment Objectives with Engineering: The Government seeks a System Integrator who will develop a system design and prepare all supporting documentation, as stated in Appendix A, necessary to achieve a favorable Design Review (DR) decision. Following DR, the System Integrator will build upon the design and prepare all supporting documentation necessary, as stated in Appendix A, to support the Test readiness review (TRR).

For the “development/deployment” phase the System Integrator will work with the MCTIMS PO throughout the development and deployment effort through Technical Interchange Meetings, Working Groups and Program Reviews. Key activities during this phase will be test and evaluation, test readiness reviews, deployment decision reviews, initial operational capability (IOC) and full operational capability (FOC). The effort associated with this task concludes once the version of MCTIMS passes the Government Acceptance Test (GAT). The software development plan will be submitted IAW the CDRL.

The Contractor shall provide a PWS that demonstrates the Contractor’s approach to how it will:

- 2.5.1 Design, develop, build, test, field, train and update to the current version of MCTIMS that includes current interfaces and capabilities in compliance with the MCTIMS Test Strategy and IA requirements.
- 2.5.2 Department of the Navy Supplement to Guidebook for Acquisition of Naval Software Intensive Systems Software Criteria and Guidance for Systems Engineering Technical Reviews (SETR) for 1st and 2nd Octet changes.
- 2.5.3 Establish a comprehensive configuration management process that supports the Government’s configuration management plan.
- 2.5.4 Establish a test program that verifies to the requirement level system integrity of the delivery system.
- 2.5.5 Use test methodologies that maximize quality and integrity of the delivered system.
- 2.5.6 Provide testing support for all MCTIMS engineering review boards prior to GAT.
- 2.5.7 Establish a GAT process to effectively support the GAT regression testing and modify MCTIMS based on the results from the GAT.
- 2.5.8 **(Optional Task)** Interface with MCTFS
- 2.5.9 **(Optional Task)** Interface with DRRS-MC
- 2.5.10 **(Optional Task)** Interface with M-SHARP
- 2.5.11 **(Optional Task)** Interface with GCSS
- 2.5.12 **(Optional Task)** Develop Scheduling Module to track all training from individual Marine to Regimental Command via a calendar within MCTIMS.
- 2.5.13 **(Optional Task)** Upgrade the Student Registrar Module to replace legacy code that is not used in the other MCTIMS modules and to upgrade the existing Student Registrar GUI to bring it in line with all other MCTIMS module GUI design. The

upgrade shall also maximize Student Registrar data sharing with other appropriate MCTIMS modules (e.g., CDD data from Curriculum Management). The upgrade shall also include the following functional improvements:

- 2.5.13.1 Provide notification of and display schedule and quota allocation changes made through external interfaces with ATRRS, CeTARS, and OTA MilPDS.
 - 2.5.13.2 Expand school seat allocation business rules to provide broader options for allocating school seat quotas in the Student Registrar General Admin functions Allocation sub-function.
 - 2.5.13.3 Expand the variety of standard reports in the Student Registrar Reports sub-module and expand the options for the Student Registrar Permissions Administrator (PA) to make them available to users.
 - 2.5.13.4 Provide the ability to open and view multiple windows/functional screens in Student Registrar.
 - 2.5.13.5 To provide an audit capability for internal controls, provide a date and time stamp by user for all initial administrative actions and administrative changes in Student Registrar. Currently, this capability is only available in the Scheduling Wizard sub-module for actions taken by Student Registrar users.
 - 2.5.13.6 Create a performance-based requirement analysis and validation tool within the Student Registrar General Admin Functions TIP Conference Tool. The tool shall provide the capability to compare historic working requirements to actual student inputs by fiscal year, student type, and requirement sponsor and allow the user to select requirement versus input variance threshold parameters to easily identify questionable performance.
- 2.5.13 (Optional Task)** Upgrade the Student Management Module to include an MOS Training Track (pipeline) tool that shall provide notification of individual student changes or delays to schools that provide follow-on courses of instruction in the training track sequence. This MOS Training Track tool shall also provide such notifications to appropriate external systems (per applicable SIA), and it must track the status of individual Marines from entry to completion of their entry level MOS training tracks. This upgrade will support CG Training Command's Ground Production Management initiative to identify Marines Awaiting Training (MAT) and its effects on personnel flow.
- 2.5.14 (Optional Task)** MCTIMS Is required to transition to EDIPI (unique identifier is taking the place of SSNs)
- 2.5.15 (Optional Task)** Develop a transition plan on migrating production/development/training to Marine Corps Enterprise Information Technology Services (MCEITS). Move the production environment to MCEITS environment in FY12/FY13.

2.6 Objective 5: Training

The Contractor shall provide a PWS that demonstrates the Contractor's approach to how it will:

- 2.6.1 Be available to train as much as 24 times a year in order to support the MEFs.

- 2.6.2** Provide two (2) Field Support Representative (FSR) teams with up to three (2) personnel each to support the MEFs.
- 2.6.3** Update current training material in support of changes to the currently deployed version and provide difference training.
 - 2.6.3.1** Maintain / update all technical manuals in support of the currently deployed MCTIMS software. The Government expects that, for any changes to the currently deployed MCTIMS Version, the Contractor will assess such changes for user technical manual impact, deliver updated documents five (5) business days prior to Government evaluation. Technical manuals include: User manuals and guides, online training and help, system administration guides, installation instructions and help desk guides.
- 2.6.4** Assess all ECPs for user training impact.
- 2.6.5** Develop and implement strategies to increase User proficiency if deficiencies are identified.
- 2.6.6** Provide and maintain online help, tutorials, release notes and frequently asked questions via the homepage and within each module.
- 2.6.7** Conduct and assist TECOM with MCTIMS demonstrations at the direction of PO/COR. For example, UTM/IMM live demo meetings and/or desk side executive briefs.
- 2.6.8** Create reporting capabilities as required by the Functional Manager (FM) to support TECOM training initiatives at the direction of PO/COR. Maintain existing reports as established in production and specified by FM.
- 2.6.9** Conduct an initial and annual IA refresher awareness training in accordance with DoD 8570.01-M (change 2-20, 29 April 2010). Complete appropriate forms in order to obtain a valid common access card (CAC) in order to access facilities and the system. The forms and processes include the System Authorization Access Request (SAAR) form, Visit Access Requests (VAR) form, request for SIPRnet access form, and Contractor Verification System (CVS) form.

2.7 Program Schedule Overview

Figure 1 provides a high level overview of the program. The purpose of this is to provide a framework of the programs critical milestones. The program office anticipates updates based upon any changes in the program strategy. Additional information and detailed schedules are provided in the referenced program documentation.

Figure 1 – MCTIMS Program Overview

MCTIMS	FY12				FY13				FY14				FY15				FY16				FY17			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
PROGRAM MILESTONES				△ MCEITS			△ API's				△ TDW													
CONTRACTING	△ Recompete			△ OpYr 1				△ OpYr 2				△ OpYr 3				△ Recompete			△ Op Yr 1				△ Op	
SYSTEM ENGINEERING					△ PDR TRR/SVR			△ CDR TRR/SVR/PCA		△ PDR TRR/SVR		△ CDR TRR/SVR		△ PDR TRR/SVR		△ CDR TRR/SVR		△ PDR TRR/SVR		△ CDR TRR/SVR		△ PDR TRR/SVR	△ CDR TRR/SV	
INFORMATION ASSURANCE	△ IV&V Prep																							
TEST & EVALUATION					△ DT/OT/GAT				△ DT/OT/GAT				△ DT/OT/GAT				△ DT/OT/GAT				△ DT/OT/GAT			
CONFIGURATION MANAGEMENT	Monthly CCB's w/ TECOM/ FAM/ MCSC/ Contractor																							
LOGISTICS					△ ILA																			
MANPOWER PERSONNEL & TRAINING													△ TRNG				△ TRNG				△ TRNG			△ TRNG
COST	△ IGCE																△ IGCE							

3.0 CURRENT PRODUCTION CAPABILITY

MCTIMS production is defined as the following:

- (1) MCTIMS Decision Support (DS) and Modeling (Cognos)
 - a. Production and Beta
- (2) MCTIMS DB Servers
 - a. Production, Training and Beta
- (3) MCTIMS Application Servers
 - a. Production, Training and Beta
- (4) MCTIMS Web Servers
 - a. Production, Training and Beta
- (5) The Non-classified Internet Protocol Router Network (NIPRNet)
- (6) MCTIMS SAN
- (7) MCTIMS Network Gear

3.1 Hosting Environment

MCTIMS production, test and beta are currently hosted at Diamond Hall, Quantico, Virginia. MCTIMS fail over of production is currently hosted at building 2043, Quantico, Virginia. MCTIMS development environment is currently located at the contractor's facility in Stafford, Virginia.

4.0 REFERENCES AND STANDARDS

The following MCTIMS documents provide essential programmatic information that needs to support the Contractor's proposed PWS and CDRL package.

- a. MCTIMS Configuration Management Plan (CMP), v1.0,

In addition, below are the most recent version of the following requirements, directives, instructions, standards, and guidelines, etc. which establish the framework within which the Contractor will perform. As these documents evolve, the Contractor shall be responsible for ensuring it implements and complies with the most recent version of these documents (as well as any follow on requirements, directives, instructions, standards, guidelines, etc. that address the same subject matter as those referenced below):

Security Related Guidance:

- Federal Information Security Management Act (FISMA) of 2002
- DoDD 8500.01E, Information Assurance (IA), 24 Oct 2002 (current as of 23 Apr 2007)

- DoDI 8500.2, Information Assurance (IA) Implementation, 6 Feb 2003
- DoDI 8510.01, DoD Information Assurance Certification and Accreditation Process (DIACAP), 28 Nov 2007
- DoD 8570.01-M, Information Assurance Workforce Improvement Program, Incorporating Change 2, February 25, 2010
- CJCSI 6510.01E, Information Assurance and Computer Network Defense, 15 Aug 2007
- Department of the Navy, DOD Information Assurance Certification and Accreditation Process (DIACAP) Handbook, Version 1.0, 15 July 2008
- SECNAVINST 5000.2D, Implementation and Operation of the Defense Acquisition System and the Joint Capabilities Integration and Development System, 16 Oct 2008
- DoD 5200.2-R, Personnel Security Program
- DoDD 8000.01, Management of the DoD Information Enterprise
- NFPA 75 (Standard for the Protection of Information Technology Equipment)
- MCO 5239.1, Marine Corps Information Assurance Program (MCIAP)
- MARADMIN 639/08, MCBUL 5239 USMC IA VULNERABILITY MANAGEMENT (IAVM) PROGRAM
- IETF RFC 4346 - The Transport Layer Security (TLS) Protocol, Version 1.1, April 2006.
- The Certificate Issuing and Management Components (CIMC) Family of Protection Profiles (PPs). (http://www.commoncriteriaportal.org/pp_OD.html)

Interoperability/Net Centricity Related Guidance:

- Net-Centric Enterprise Solutions for Interoperability (NESI) guidance, standards and checklists. (<http://nesipublic.spawar.navy.mil/>)
- Net-Centric Enterprise Services (NCES) (<http://www.disa.mil/nces/>)

Other Guidance:

- DoD 5000.02, Operation of the Defense Acquisition System
- Defense Acquisition Guidebook (<https://dag.dau.mil/Pages/Default.aspx>)
- SECNAVINST 5000.2D, Implementation And Operation Of The Defense Acquisition System And The Joint Capabilities Integration And Development System
- IEEE/EIA 12207, Systems and software engineering - Software life cycle processes
- ISO/IEC 15289:2006(E), Systems and software engineering – Content of system and software life cycle process information products (Documentation)
- DFARS 252.211-7003, "Item Identification and Valuation"
- DoD Guide to Uniquely Identifying Items
- Modular Open Systems Approach (MOSA), Version 2.0. (http://www.acq.osd.mil/osjtf/html/mosa_assessment.html)
- DISA Policy and Guidance (<http://iase.disa.mil/policy-guidance/index.html>)
- Guidebook for Acquisition of Naval Software Intensive Systems
- Marine Corps Systems Command Technical Review Handbook v1-04

Standards :

- MIL-PRF-49506 (Logistics Management Information)
- MIL-HDBK-61A(Configuration Management Guidance (07 FEB 2001))

- MIL-HDBK-470 (Designing and Developing Maintainable Products and Systems)
- MIL-HDBK-781 (Reliability Test Methods, Plans, and Environments for Engineering Development, Qualification, and Production)
- ASME Y14.34 (Associated Lists)
- ASME Y14.100 (Engineering Drawing Practices)
- ASTM F1166-07 (Standard Practice for Human Engineering Design for Marine Systems, Equipment, and Facilities)
- EIA-625 (Requirements for Handling Electrostatic Discharge-Sensitive (ESDS) Device)
- EIA-649 (National Consensus Standard for Configuration Management)
- ITIL v3 Foundation
- Capabilities Maturity Model Integration (CMMI) v1.1

5.0 NOTIONAL DELIVERABLES/DELIVERY SCHEDULE

The below list of notional CDRLs is not considered to be exhaustive, additional deliverables are identified in the Section 4.0 References (CDRL number format is the Objective number (one position) + sequential CDRL number (three positions)). The Objectives referenced below refer to each section listed above throughout this SOO. The Offeror should propose the most comprehensive and cost effective CDRLs as tailored to the proposed designed solution. The Offeror is encouraged to recommend equivalent contractor formats that meet the intent of the referenced Data Item Description (DID) and reduces programs costs.

Objective #1	Deliverable Title	Format	Date of first submission	Subsequent Submission
Solicitation Objectives				
1001	Design, develop, test and sustain MCTIMS	Capability Maturity Model Integration (CMMI) level III certificate	After Task Order Award (after TO award)	As required
1002	Provide personnel with Secret security clearances and ensure that foreign nationals do not have access to the database	In accordance to DoD 8570.01-M, Information Assurance Workforce Improvement Program, Incorporating Change 2, February 25, 2010	after TO award	As required
Objective #2	Deliverable Title	Format	Date of first submission	Subsequent Submission

Program Management				
2001	Develop Configuration Management Plan (CMP)	Offeror Recommended	30 days after TO award	Annually if changes have occurred
2002	Project Management Plan (PMP) and updates	Offeror recommended	30 days after TO award	Annually if changes have occurred
2003	Contractor Work Breakdown Structure (CWBS)	DI-MGMT-81334B	15 days after TO award	Not 15 th of each month for previous month. Government has 5 days to provide comments for final CWBS from Offeror
2004	Quality Assurance Plan (QAP)	Offeror recommended	30 days after TO award	Annually if changes have occurred
2005	Risk Management Plan (RMP)	Offeror recommended. Content meets ISO/IEC 15289 10.59	30 days after TO award	Annually if changes have occurred
2006	Configuration Change Report	Provided in Government Configuration Item Technical Database format	Offeror recommended	Offeror recommended
2007	Engineering Change Proposal (ECP) Assessment	Offeror recommended	5 days prior to CCB	5 days prior to CCB
Objective #2	Deliverable Title	Format	Date of first submission	Subsequent Submission
2008	ECP Evaluations	Offeror recommended	10 days after CCB	10 days after CCB
2009	ECP Submissions	In accordance with Government CM tool	Offeror recommended	Offeror recommended
2010	System Maintenance Plan (SMP) (leveraging existing plans)	Offeror recommended	Annually if changes have occurred	Not applicable

2011	System Administration Manual (SAM) (leveraging existing plans)	Offeror recommended	Annually if changes have occurred	Not applicable
2012	Configuration Control Board agenda, CM, presentation and minutes	Offeror recommended; Government approved	Monthly	Agenda and slides will be delivered 5 days prior to CCB; Minutes will be delivered 5 days after CCB meeting in soft copy via Government electronic collaborative data environment
2013	IPR meeting minutes	via Government electronic collaborative data environment	Monthly	Monthly
2014	Monthly Status Report (MSR)	Mutually agreed upon format and content (to include Risks and Software Defect Density Counts)	Nlt 15 th of each month for previous month	5 days after receipt of Government Comments
2015	Test Documentation (e.g., List of ECPs ready for release, Use Cases, Standard Test Process for Monthly Releases)	Offeror recommended	Nlt 30 days prior to test	5 days after receipt of Government Comments
2016	Presentation Materials and Meeting Minutes	Offeror recommended	5 days before presentation and 5 days after meeting	Not applicable
2017	IA Artifacts in compliance with 9.0 References	In compliance with 9.0 References	As required	As required
Objective #3	Deliverable Title	Format	Date of first submission	Subsequent Submission

Post Deployment System Sustainment (PDSS)				
3001	PDSS Schedule	MS Project DI-MGMT-81650	15 days after TO award	Nlt 15 th of each month for previous month
3002	PDSS Plan	Offeror recommended	30 days after TO award	Annually if changes have occurred
3003	MCTIMS Web Activity	Web Activity Report	30 days after TO award	5 days after receipt of Government Comments
3004	Update and maintain current software capabilities	Update/Patch Operating System	As required	As required
3005	Archive Records in MCTIMS database	Offeror recommended	Weekly	Weekly
3006	Data Load Transfer	Offeror recommended	Monthly	Monthly
3007	Update and maintain all SIA's	Offeror recommended	As Required	As Required
3008	Update user documentation on how to use the MCTIMS modules	Offeror recommended	As Required	As Required
3009	5 Year Software Cost Projection	Offeror recommended	As required - with SW upgrades, IA patches, license renewals, HW refresh	5 days after receipt of Government Comments
3010	Update and manage all Software License	Offeror recommended	As Required	As Required
3011	Update Technical Documentation on all MCTIMS modules	Offeror recommended	As Required	As Required
3012	Initial and Annual IA training	Offeror recommended	As Required	As Required
3013	Development Schedule (integrated with PDSS schedule)	MS Project DI-MGMT-81650	15 days after TO award	Nlt 15 th of each month for previous month

3014	Contractor Work Breakdown Structure (CWBS)	DI-MGMT-81334B	15 days after TO award	Nlt 15 th of each month for previous month
3015	HW/SW refresh	GFE provided	3 rd QtrFY12	NA
3016	Help Desk Ticket Monthly Report	Track all Tiers I, II, and III level requests and resolve/report them.	45 days after TO award	5 days after receipt of Government Comments
Objective #4	Deliverable Title	Format	Date of first submission	Subsequent Submission
System Maintenance and Performance Upgrades				
4001	System Maintenance and Performance Upgrade Plan	Offeror Recommended	30 days after TO award	Annually if changes have occurred
Objective #5	Deliverable Title	Format	Date of first submission	Subsequent Submission
Development/Deployment Objectives with Engineering				
5001	Software Requirements Specification (Initial update recommendations to current version, then updates)	Provided in Government Configuration Item Technical Database format	Draft 5 days before each TRR and as required	5 days after receipt of Government Comments
5002	Software Test Plan (integration and Unit) Initial then updates	ISO/IEC 15289 10.61 ,10.64, and 10.65	Draft 5 days before DR and as required	5 days after receipt of Government Comments
5003	System Design Description (software, database, and interface) Initial then updates	ISO/IEC 15289 10.22, 10.29, 10.27, 10.46	Draft 5 days before DR and as required	5 days after receipt of Government Comments
5004	Production Plan (Release Plan) Initial then updates	ISO/IEC 15289 10.14, 10.15, 10.24	Draft 5 days before DR and as required	5 days after receipt of Government Comments
5005	System Architecture Description Initial then updates	ISO/IEC 15289 10.70	Draft 5 days before DR and as required	5 days after receipt of Government Comments
5006	Software Unit Description Initial then updates	ISO/IEC 15289 10.63	Draft 5 days before each FCA,PCA and as required	5 days after receipt of Government Comments

5007	RTM Update recommendations	Provided in Government format	Draft 5 days before each SFR, PDR, CDR, FCA, PCA and as required	5 days after receipt of Government Comments
5008	System architecture and supporting views (OVs) recommended updates	Govt provided	As required	5 days after receipt of Government Comments
5009	IEEE 12207/IEC 15289 in compliance with Section 9.0 References	Offeror recommended	Offeror recommended	Offeror recommended
5010	Technical Review Data Packages	Mutually agreed upon format and content	30 days prior to scheduled review	15 days prior to the review
5011	Software Development Plan updates	Offeror recommended	30 days after TO award	Annually if changes have occurred
5012	Test Documentation (e.g., Software Test Plan, Use Cases, Test Procedures)	Offeror recommended	Nlt 30 days prior to test	5 days after receipt of Government Comments
5013	Contractor Test Data (e.g., Test Scorecard and Test Report)	Offeror recommended	Scorecard provided COB of each test day. Initial Test Report provided at Test Readiness Review, final report 14 days before deployment	5 days after receipt of Government Comments
5014	Human Systems Integration Plan (HSIP)	DI-HFAC-81743	45 days after TO award	Annually if changes have occurred
5015	Human Engineering System Analysis Report (HESAR)	DI-HFAC-80745B	NLT 30 days prior to DR	1 Time only
5016	Human Engineering Design Approach Document – Operator (HEDAD-O)	DI-HFAC-80746B	NLT 30 days prior to DR	1 Time only
5017	Human Engineering Design Approach Document – Maintainer (HEDAD-M)	DI-HFAC-80747B	NLT 30 days prior to DR	1 Time only

5018	ESOH	Analysis/ Documentation	30 days after TO award	5 days after receipt of Government Comments
5019	Revised Development/Deployment Cost Estimate	Offeror recommended	At DR	10 Days after CDR if necessary
5020	Training Support Package	Offeror recommended	With each software delivery	With each software delivery
5021	Users Training Feedback Reports	Offeror recommended	Nlt 2 days after completion of Training	Not applicable
5022	Document all Third Party Software	Offeror recommend	As Required	5 days after receipt of Government Comments
5023	Device and System Level Monitoring and Auditing	In compliance with 9.0 References	As required/at a minimum monthly	5 days after receipt of Government Comments
5024	Update HW/SW addendum list with warranty	Offeror recommended	As Required	As Required
5025	ECP Schedule (integrated into PDSS schedule)	MS Project DI-MGMT-81650	15 days after TO award	Nlt 15 th of each month for previous month
5026	Update to existing System Maintenance Plan	Offeror recommended	As required - with ECP Delivery	5 days after receipt of Government Comments
5027	Update to existing System Administration Manual	Offeror recommended	As required - with ECP Delivery	5 days after receipt of Government Comments
Objective #6	Deliverable Title	Format	Date of first submission	Subsequent Submission
Training				
6001	Update Training Support Package	Offeror recommended	As required - 15 days prior to production release	5 days after receipt of Government Comments

6002	MCTIMS User Training	Slides/CBT/Online Training	On-Site Training 24 times (at a minimum) annually	Annually
6003	Field Support Representative Report	Offeror recommended	Included in CCB slides monthly	5 days after receipt of Government Comments

6.0 SECURITY REQUIREMENTS

MCTIMS operates in a Sensitive but Unclassified environment. All contract personnel requiring access to classified information and assigned to these positions shall possess a SECRET clearance. The prime contractor and all sub-contractors (through the prime contractor) shall certify in writing to the Government that personnel supporting this contract are "Qualified U.S. contractors" per DoD Directive 5230.25 Para 3.2. Qualified U.S. contractors are restricted to U.S. citizens, persons admitted lawfully into the United States for permanent residence, and are located in the United States. All personnel identified on the certification and/or supporting this contract shall be in compliance with Department of Defense, Department of the Navy, and Marine Corps Information and Personnel Security Policy to include completed background investigations (as required) prior to start. This contract shall include a DD Form 254 as an attachment. The Government shall assist the contractor in gaining access to Government agencies and installations related to the systems in question.

Each Contractor shall fill out a DD Form 2875 System Authorization Access Request (SAAR) and DD Form 2875 Addendum, Standard Mandatory Notice and Consent Provision for all DoD Information System User Agreements to gain access to MCTIMS. Contractors performing work at the Pentagon shall fill out paperwork requesting a Pentagon Access Badge through Marine Corps Systems Command (MCSC) security. A blank form with instructions is located in Appendix A.

7.0 PERIOD OF PERFORMANCE

The period of performance is eight-month base year and three (3) twelve-month option years.

8.0 PLACE OF PERFORMANCE

The principal place of performance shall be at the Contractor's facility, Building 2043 and Diamond Hall, Quantico, VA. FSR support will be located within the vicinity of Camp Pendleton, CA and Camp Lejeune, NC.

9.0 TRAVEL AND OTHER DIRECT COSTS (ODC)

Travel will be required to support the requirements of this statement of work. Travel shall be handled in accordance with the Joint Federal Travel Regulations (JFTR), at the direction of the PO. Unauthorized travel, or travel not coordinated with the PO, shall not be reimbursed. Additionally, travel or other direct costs in excess of the Contract Line Item Number (CLIN) funded value shall not be reimbursed.

MCTIMS SOO APPENDIX 1**Recurring Data Load Sources**

Source	Frequency	Data
Advance Skills Management (ASM)	Weekly	ASM pulls formal school completions.
Army Training Requirements and Resources System (ATRRS)	Daily	MCTIMS sends Marine registrations. ATRRS sends course/class schedule, quota, and completions.
Corporate enterprise Training Activity Resource System (CeTARS)	Daily	MCTIMS sends Marine registrations. CeTARS sends course/class schedule, quota, and completions.
MarineNet	Daily	MarineNet sends course completions.
Defense Manpower Data Center (DMDC)	Monthly	MCTIMS sends school, course, and class schedules.
Defense Readiness Reporting System (DRRS)	Weekly	MCTIMS sends Marine Corps Task List.
Marine Corps Recruiting Information Support System (MCRISS)	Daily	MCRISS sends new recruit personnel information.
Marine Corps Total Force System (MCTFS)	Daily	MCTIMS sends course completions. MCTFS sends course registrations and completions. MCTIMS sends course information weekly.
Military Personnel Data System –Oracle Training Administration (MilPDS-OTA)	Daily	MilPDS sends course/class schedules.
ODSE Look-up Tables	Daily	MCTIMS pulls personnel information to support schools.
Recruit Distribution Model (RDM)	Daily	RDM pulls course/class schedules and seat availability.
Sailor/Marine American Council on Education Registry Transcript (SMART)	Monthly	MCTIMS sends course completions.
Training and Education Command (TECOM) Web	Weekly	MCTIMS sends PDF's of updated MOS Roadmaps.

Source	Frequency	Data
Total Force Structure Management System (TFSMS)	Two times per year (Feb. and Aug.)	Force structure data (up to 2 loads per each ASR publication)
Marine Corps Range and Training Area Management System (MCRTAMS)	Daily	MCRTAMS pulls T&R information as it relates to ranges.

MCTIMS SOO APPENDIX 2**Type I Engineering Change Proposal (ECPs)**

Ticket Number	Description
2678	FogBugz 2495: Add Unit Name to Test Results Report Header
2783	RMap: ζ displayed in CareerPathDocumentDownload.pdf : FogBugz 3288
7831	FW: Upside Down Question Marks
9198	Student Management forces students into school seats
14109	Production Trouble Report (PTR) for Student Registrar - Air Force OTA Force Feeds Class Schedules for Classes with No Marine Corps Seats or Registrations
14712	MCRD Parris Island - Cannot Generate Test Items Report in SEV
15133	View user permissions in T&R has the ability to manipulate data
17074	Updating Admin Tasks losses existing records draft
17382	Delete T&R Manual functionality not deleting the selected manual
17558	Cannot delete a unit
17602	Learning Analysis Data has Serve Error for POI CRC CiD M08m451
18320	Delete POI CIDs that was left blank with a title
18594	Custom reports in Student Management no longer able to display counselings
18753	Unable to transfer scores
19054	Student Eval, Class selection
19333	UTM- 11.2 MTE break
19381	III MEF Training: Mission Statement updates when METL is edited
19383	III MEF Training- Editing METL- only display published Task Sets and MCTs
19386	III MEF Training- Consistent Business Rules with Waive Functionality
19391	III MEF Training: Events Associated to MCTs in Task Master
19392	III MEF Training: EAS- E-coded events are shown 2X on Search Screen, Assign Events Screen and All T&R Events Screen
19393	III MEF Training- Assign Events Screen- My Events should be sorted by Event Code
19394	III MEF Training: Unit Documents Upload all Document Types
19395	III MEF Training: Associating Uploaded Documents to a calendar Event
19396	III MEF Training- Uploading of documents with same type, name and description
19398	III MEF Training- Update colors on Calendar for Black Out, All Hands and Family Day
19405	III MEF Training- MTE duration should carry forward to the Calendar Event
19406	UTM Major Training Event/Calendar Breaks
19407	III MEF Training- If all day is selected, do not allow time to be entered.

Ticket Number	Description
19441	UTM- Adding Event Button
19444	UTM- Remove the Chain Events screen
19447	UTM- Assign Events/Chaining
19448	UTM- Calendar Event
19616	PTR: Repeated Failure of Security Management Module for Student Registrar
19629	Calendar- Editing events
19788	PTR - Assigned Schoolhouse Roles in Security Manager but Cannot Access Functions in Student Registrar
19840	2011.2 BETA- UTM- Selecting a MET and changing proficiency duplicates the selected MET
19973	T&R Error
20035	T&R - Manage Unit Type table incorrectly labeled
20039	UTM Calendar Error
20062	T&R Linking and Copying Search
20242	Functionality that works incorrectly throughout the Calendar
20432	Data differences in location and schoolhouse dropdowns in SCE for Student Management, CLM, and Registrar
20468	PTR - Cannot Add New Requirements to MOS with Multiple Training Tracks
20506	FW: Courses that won't spread because of the large volume of courses
20510	2011.2.2 PTR: Student Registrar/Unit Training, etc - Non Selectable Groups are displaying in the Request Access Wizard
20514	Modify Govt POC on SEV Homepage
20568	Student Management - Transfer Student with Scores
21040	Dictionary
21058	PTR - Student Registrar Security Manager Module Management Failure "Cannot Edit Group"
21153	View and Record CFT Scores
21272	2011.3 MAINT UTM: New Contacts - After entering over 100 characters in Organization field, when saved a Oracle Data Access Error is thrown
21455	TASK MASTER (SCR AND PTR) - Exporting problems
21564	11.4 IMM - Unit Management Marines are not populated at the proper level
21589	MOS Manual - More than one entry in sub-items should be underlined without a period
21717	IMM timeout error
21776	Production update - IMM Summary page break
21783	MCTIMS Problem
21886	Task Master - When adding T&R events to the Standard the Add to Standard button doesn't work
21896	FW: Error

Ticket Number	Description
21917	2011.2 GAT UTM: Calendar - On Edit Calendar Event screen, the Button terminology is flawed
21918	Contacts (to include Pinned) - email issue
21943	MHG METL save error
22312	MCTIMS Student Management
22377	CMD - Class capacities being zeroed out on the CDD record
22471	MCTIMS does not respond (UNCLASSIFIED)
22562	MOS Roadmap Support
22599	Curriculum Library - Download of an entire course not working
22653	ROADMAP NAMING
22654	FIRST TITLE PAGE FOR ROADMAPS
22667	Change Student Registrar POC on Module Points of Contact List
22684	BUILD ROADMAP
22899	SEV reporting no longer functioning on Training Site
23010	Copy CDD Child data not allowing for using a Submitted version as source
23011	Multi-Select of Training and Education data for deletion
23012	Multi-Select of Instructor Staffing for deletion
23076	ETJ - CFT history is not being pulled from ODSE
23078	IMM - Archived Score Sheets
23089	PTR - Reports Server Exclusion of Unallocated (No Sponsor) Registrations in Student Registrar Registrations Virtual Table.
23185	Creating or editing of a Distribution list after the CMD/SCE is throwing a insufficient permissions error for Admins and Developers
23188	Proof of concept CDD's no longer working after CMD/SCE integration
23191	CLM using the evaluation version of Active Reports for the generation of LAW's and LOW's
23203	Curriculum Management Users Manuals
23207	Cognos Report Server issue with last 4 of SSN
23216	Totals to date report issues

Type II Engineering Change Proposals (ECPs)

Ticket Number	Description
1836	Additional Training Events Need to be Added to the SMIP Form
2435	MCTIMS-CeTARS: Migrate Interface From SFTP to Web Service
2461	FogBugz 529: ECP 110 - OSO-Recruiter Information
2467	FogBugz 522: ECP 231 - Apply a Single Status to Multiple Students
2472	RMap: Add confirmations for deleting ReadingList Items or Books : FogBugz 903

Ticket Number	Description
2482	RMap: Add column sort capability on <Manage Titles> data grid : FogBugz 861
2494	FogBugz 945: ATRRS E-Mail Notification
2497	RMap: Preview (PDF File) Naming Convention Rules : FogBugz 1027
2501	RMap: Validate that no Course/Billet is repeated within a RoadmapComponent : FogBugz 1172
2506	FogBugz 1251: Indicate Multipart Test Parts Scored
2507	RMap: Change Upload Cover or Back Pages from (All Files *.*) to .RTF : FogBugz 1269
2510	FogBugz 1347: Convert Armory's MCTIMS ACCESS To PKI
2523	RMap: Career Paths need to be continuous from low to high rank without gaps. If not, error without saving. : FogBugz 1439
2524	RMap:Manage Titles ECPeen : Display book-rank-linkages/Allow book-editing in Professional Reading : FogBugz 1446
2525	RMap: Display Standard Billets when COE manages COE Billets in <Manage MOS-Related Billets>: FogBugz 1451
2561	FogBugz 3032: SEV Quick Links Addition
2582	FogBugz 1979: Enhance POI Validation
2596	FogBugz 2194: Selecting Sections on the Custom Reports/Rosters
2600	RMap : Distinguish Between MarineNet, MCI, CCE courses :FogBugz 2100
2628	FogBugz 2253: Full Unit Path Being Displayed on ITR Header
2630	FogBugz 2304: Dropped Students on Admin Tasks
2641	FogBugz 2341: Archived Classes Missing Sub-class Units
2647	FogBugz 2332: Freeze the Name Column on Admin Tasks/PFTs/View GPAs
2651	FogBugz 2358: View and Record PFT Scores - Default Date Taken to Timestamp
2669	FogBugz 2401: Update MCRISS Interface to update Transfer History and to clear old MCRISS records
2723	FogBugz 2826: Unit Archiving in Student Management
2767	FogBugz 3262: Modify CDD notes template
2827	FogBugz 3849: Allow Set Defaults to be Applied to a Subset of Students in the View and Record Admin Tasks
2831	FogBugz 3873: Change to PFT scores allowing Height, Weight and BMI to be recorded.
2870	FogBugz 3972: Pull Next of Kin info from 3270
2879	RMap: Ability to Include Non-standard Sections and Information in MOS Roadmaps : FogBugz 4002
2963	FogBugz 4458: M-SHARP Interface with MCTIMS for T&R Manual Data
7893	Automated Counselling Entries

Ticket Number	Description
7895	Survey and Rating Forms
8467	CMD:When you create a concept cards phase or group code are not populating on the Concept Cards.
8691	Option in MCTIMS to record a joint/consolidated course in a CDD format within MCTIMS.
8891	RE: MCTIMS T&R Manual Module
8943	ECP for Officer Candidates School
9038	Mass WNOD's in Student Management
9118	MCTIMS to "flag" inconsistent/inaccurate MCTFS data for correction in IBM Mainframe System Model 3270
9285	PFT break down of all events applicable
9453	Swim Qualification Modification of Event Score
9548	Integration of MOS Manual/Roadmaps
9705	Modify T&R Manual module
9813	ECP for MCTIMS
10137	Hide and Restore an Existing POI
10530	Pull T&R Manual 1000-8000 Level Collective and Individual Events From Within the Roadmap Module
10644	Revisions of All T&R Manuals With Ammo Roll Up Appendices and Sustainment Ammo Requirements Module
10689	CurriculumMgmt - Class POI Reports Formatting Issues
10719	Add a PDF file and Excel Spreadsheet to the Add New Training Events Template
10720	Range Facility Code Report by Tasks
10728	CurriculumMgmt: Class POI Reports : Grammar / spacing issues in Boilerplate text
10752	Save School Seats Into An Excel Spreadsheet
10755	Reference Creation
10756	CMD: Standardize Naming of Method, Media, and References
10757	Expand KSA Entry Cells
10758	Concept Card Detail
10759	Training and Education Support Comments
10760	Concept Card Sequence
10762	Concept Card Data
10763	Score Student Tests by Platoon
10764	Training Records for Instructional Personnel
10765	Modify the File Types for Reports
10777	ATTRS and MCTIMS Reading
10779	Set Up A CID Profile
10794	Allow Operations Personnel to Review All Submitted POIs
11023	All References Linked to HQMC AR to Update Automatically

Ticket Number	Description
11098	Online Computer-Based Training
11099	MCTIMS Formal Class
11738	Develop A Tailor-able Capability In The Report Server
11970	Drop without completion Checkbox
12323	Various Requests for CMD and SEV
12401	MCTIMS T&R Manual Ordnance/Range Modifications (ECP)
12608	WNOD template
13777	Student Management - ECP OCS
13889	Produce Consolidated Student Advance Sheet
13891	Export Various Reports in Student Evaluation/Student Management to Excel
14040	ECP
14212	Capable of Automatically Populating a DODIC List With The Totals Per DODIC in a Spreadsheet
14373	Course Convene Date and Report Date Title is Displayed Incorrectly In SEV
14584	Drop Reason
14810	RE: MCTIMS Student Management
14905	School Overhead
15342	MCTIMS Taskmaster to DRRS Interface
15624	MCTIMS T&R Manual to Auto Populate An Ammunition Spreadsheet That Gives The Total For All DODIC's Used
15678	Change Components to Educational Objectives in E&R application

MCTIMS SOO APPENDIX 3**MCTIMS HARDWARE SECTION A**

Server	Location	Type
Application Server (MCTIMS-APP1)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Application Server (MCTIMS-APP2)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Application Server (MCTIMS-APP3)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Application Server (MCTIMS-APP4)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Application Server (MCTIMS-APP5)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Database Server (MCTIMS-DB1)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 12 GB Memory
Database Server (MCTIMS-DB2)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 12 GB Memory
Database Server (MCTIMS-DB3)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 12 GB Memory
Database Server (MCTIMS-DB4)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 12 GB Memory

Server	Location	Type
Test Server (MCTIMS-TEST1)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Test Server (MCTIMS-TEST2)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Staging Server (MCTIMS-STAGE)	Diamond Hall, Quantico, VA	Dell Entry Level Server 2 x 64-bit Xeon Proc 4 GB Memory
Development App2 *	Contractor Site	Dell Workstation
Development App4 *	Contractor Site	Dell Workstation
Development App5 *	Contractor Site	Dell Workstation
Development DB1	Contractor Site	Dell 2850 2 x 2.8 GHz Proc 4GB Memory
Development DB2	Contractor Site	Dell 2850 2 x 2.8 GHz Proc 4GB Memory
Numera	Contractor Site	Dell Optiplex
Server Racks (8)	Contractor Site	
MCTIMS Demo	Contractor Site	Dell 830
Development Array	Contractor Site	NETAPP FAS3020C
KVM	Contractor Site	Avocent
KVM	Bldg 2043, Quantico, VA	Dell 2160-2
24-port Switch	Diamond Hall, Quantico, VA	Cisco
24-port Switch	Bldg 2043, Quantico, VA	Cisco
4-port Switch	Bldg 2043, Quantico, VA	Linksys
5-port Switch*	Diamond Hall, Quantico, VA	SMC Networks
Console	Bldg 2043, Quantico, VA	Dell
MRA-TapeDrive	Diamond Hall, Quantico, VA	Quantum Superloader LTO-3 8 slot bundle
MCTIMS Power Distribution Unit	Bldg 2043, Quantico, VA	MCTIMS Power Distribution Unit (PDU)
MCTIMS Power Distribution Unit	Bldg 2043, Quantico, VA	MCTIMS Power Distribution Unit (PDU)
Development Array *	Contractor Site	AX100 SAN Array

Server	Location	Type
San Head Unit 1	Contractor Site	Net App
San Disk Shelf 2	Contractor Site	Net App
San Disk Shelf 1	Contractor Site	Net App
Storage Array w/Fiber Switch	Contractor Site	2of 2. Silkworm Fiber Channel Switch
KVM Switch *	Contractor Site	RARITAN
UPS, Uninterruptible Pwr Supply *	Contractor Site	American Power Conversion (APC)
Monitor, 17-inch Flat Panel *	Contractor Site	DELL
Monitor, 17-inch Flat Panel * (15)	Bldg 2043, Quantico, VA	DELL
Server, Precision *	Contractor Site	DELL
Server, Precision *(10)	Bldg 2043, Quantico, VA	DELL
UPS *	Contractor Site	TRIPP-LITE
Hard Drive, External	Contractor Site	LACIE
UPS * (4)	Bldg 2043, Quantico, VA	TRIPP-LITE
24-Port Ethernet Switch 10/100 *	Contractor Site	D-LINK
Rack, Equipment *	Contractor Site	American Power Conversion (APC)
Rack, Equipment *	Contractor Site	American Power Conversion (APC)
Switch	Contractor Site	D-LINK
UPS	Contractor Site	American Power Conversion (APC)
UPS	Contractor Site	American Power Conversion (APC)
UPS	Contractor Site	American Power Conversion (APC)
USB	Contractor Site	MAXTOR
USB	Contractor Site	MAXTOR
USB	Contractor Site	MAXTOR
Dell Power Edge - 6850	Contractor Site	Enterprise Server
HP ProLiant DL580G5 #1	Contractor Site	Departmental Server
HP ProLiant DL580G5 #2	Contractor Site	Departmental Server
HP ProLiant DL580G5 #3	Contractor Site	Departmental Server
HP ProLiant DL580G5 #4	Contractor Site	Departmental Server
HP ProLiant DL580G5 #5	Contractor Site	Departmental Server
DE2416 Server Rack	Contractor Site	Server Rack
Catalyst 2960 Switch	Contractor Site	Switch

Server	Location	Type
Standard wall power cords (10)	Contractor Site	Standard wall power cords
PDU 220 watt power cords (10)	Contractor Site	PDU 220 watt power cords
USB	Contractor Site	MAXTOR

MCTIMS SOFTWARE SECTION B

Company Name	Software Title	Version	Number of Licenses	Expiration Date	Renewal Interval
Oracle	Database 10g Enterprise Edition	10.2.0.4		Feb-12	Annual
Oracle	Real Application Clusters (RAC)	10.2.0.4	8	Feb-12	Annual
Oracle	Real Application Clusters (RAC)	10.2.0.4	1	Oct-12	Annual
Oracle	Real Application Clusters (RAC)	10.2.0.4	11	Nov-12	Annual
Oracle	Advanced Security Option (ASO)	10.2.0.4	4	Feb-12	Annual
Oracle	Advanced Security Option (ASO)	10.2.0.4	12	Oct-12	Annual
RedHat	Enterprise Linux Advanced Platform, Standard (unlimited sockets)	5	8	5/31/2012	Annual
Microsoft	Windows Server 2003	2003	30	N/A	N/A
SSH Communications Security	Tectia Client	4.3.0.46	2	1/13/2011	Annual
SSH Communications Security	Tectia Server	4.3.0.46	2	1/13/2011	Annual
Winzip	Winzip Pro	11.2	2	3/22/2012	Annual
Tenable	Security Center	3	500 IPs	10/27/2012	Annual

Company Name	Software Title	Version	Number of Licenses	Expiration Date	Renewal Interval
Tenable	Log Correlation Engine	3	3 Silos	10/27/2012	Annual
CommVault	Simpana	8	1	10/30/2012	Annual
Karmasoft	UltimateSpell		1 Enterprise	11/20/2010	Annual
Aspose	Words for .NET		1	12/1/2010	Annual
Cognos	ReportNet	8.4	2		Annual
QuestionMark	Perception	5.1	2	Navy Enterprise	Annual

MCTIMS SOO APPENDIX A

Engineering Artifacts



PM_TFITS_Tailored_
Software_Engineering

MCTIMS SOO APPENDIX B

Requirements Traceability Matrix (RTM)

Provided on CD upon request

MCTIMS SOO APPENDIX D

System Design Specification (SDS)

Provided on CD upon request