

STATEMENT OF WORK

Revised 8/3/2016

1. Introduction:

The Naval Facilities Engineering Command (NAVFAC) requires a standardized Electronic Construction and Facility Support Contract Management System (eCMS) that facilitates the review and approval of post-award construction documents (e.g. designs, schedules, RFIs, submittals, etc.) and Facility Support Contracts (FSC) documents (e.g. performance work statements, performance assessments) to minimize the time and cost impacts to projects and to increase the consistency, accuracy, productivity and efficiency of services.

2. Background

NAVFAC awards annually an average of 7,292 contracts worth \$4.97 billion in facilities construction and 1,348 contracts worth \$1.35 billion in facilities support contracts. NAVFAC construction and Facility Support Contracts (FSC) use similar documents and collaboration workflows (e.g. project submittals, scopes of work, schedules, etc.). NAVFAC Headquarters (Echelon II) oversees four Echelon III commands (NAVFAC Atlantic, NAVFAC Pacific, NAVFAC Engineering and Expeditionary Warfare Center, and Navy Crane Center). NAVFAC Atlantic oversees six Echelon IV Facility Engineering Commands or FECs (EURAFSWA, MIDLANT, Northwest, Southeast, Southwest, and Washington). NAVFAC Pacific oversees three Echelon IV FECs (Far East, Hawaii, and Marianas). There are over 100 subordinate field offices (Echelon V) across the globe that report to the Echelon IV FECs. Each field office provides facilities engineering, facilities support, and construction services for Navy, Marine Corps, Federal Agencies, and other Department of Defense (DoD) and supported commands. NAVFAC's facilities support and construction workforce consists of over 10,000 Construction Managers, Engineering Technicians, Contract Specialists, Performance Assessment Representatives and other personnel (including members of the military) and employees of our support contractors.

Use of the NAVFAC eCMS will be included as a contract required specification on all construction contracts and task orders (TOs) and all FSC contracts and TOs above the SAT. After contract award NAVFAC personnel will assign the contractor a user name and password so that the contractor can access the website and software to be provided under this contract

3. Scope of Work/Requirement

The successful offerer will provide a fully web-based construction management and FSC management services solution that will allow users to view, edit, print, save computer aided design drawings, schedules, Requests for Information, construction submittals, and other construction documents using only a web browser. The NAVFAC eCMS solution will leverage commercial off the shelf (COTS) software that is widely used within the construction industry.

4. Assumptions

- a. The following assumptions shall provide a basis for the offeror's proposal:

- 1) Government intends to use eCMS on all construction projects (approximately 7,292 contracts worth \$4,970M total) and all Facilities Support Contracts greater than \$150K (approximately 650 contracts worth \$703M total).
- 2) Government requires 25 super-user accounts for CI and PW to run corporate reports and metrics and administer project accounts
- 3) Government estimates the following numbers of government (GOV) and contractor (KTR) users. The estimated cost for seat licenses shall assume approximately 50% usage at any given time:
 - Construction
 - GOV Construction Manager (CM) = 390
 - GOV Engineering Technician (ET) = 520
 - GOV Design Manager (DM) = 390
 - GOV Designer or Architect-Engineer (A-E) = 2,340
 - GOV Contract Specialist (CS) = 260
 - GOV Customer Representative (Cust) = 390
 - GOV Public Works (PW) Facility Management Specialist (FMS) = 390
 - GOV Environmental (Env) = 26
 - GOV Real Property Accountable Official (RPAO) = 26
 - KTR Project Manager (PM) = 390
 - KTR Quality Control Manager (QCM) = 390
 - KTR Site Safety Health Officer (SSHO) = 390
 - KTR Superintendent (Super) = 390
 - KTR Designer or A-E = 2,340
 - KTR Sub-Contractor = 2,340
 - Facilities Support Contracts
 - GOV Performance Assessment Representative (PAR) = 450
 - GOV Senior PAR (SPAR) = 35
 - Facilities Support Contract Manager (FSCM) = 60
 - FMFS Branch Head = 9
 - GOV Contract Specialist (CS) = 125
 - GOV Customer Representative (Cust) = 125
 - KTR PM = 500
 - KTR SSHO = 500
- b. The eCMS shall not be used to store any classified data on the eCMS. The eCMS shall not be used to store procurement sensitive data on the eCMS. The eCMS shall not be used to store Personally Identifiable Information (PII) on the eCMS. The system security level will be Unclassified, Mission Assurance Category (MAC) III – Sensitive (For Official Use Only).

5. Period of Performance

- a. Base year
 - CLIN 0001 – eCMS Software Product and License
 - CLIN 0002 – eCMS Software Maintenance and Premier Gold or equivalent Service Level Agreement
- b. Option Year 1
 - CLIN 0003 – eCMS Software License

CLIN 0004 – eCMS Software Maintenance and Premier Gold or equivalent Service Level Agreement

c. Option Year 2

CLIN 0005 – eCMS Software License

CLIN 0006 – eCMS Software Maintenance and Premier Gold or equivalent Service Level Agreement

d. Option Year 3

CLIN 0007 – eCMS Software License

CLIN 0008 – eCMS Software Maintenance and Premier Gold or equivalent Service Level Agreement

e. Option Year 4

CLIN 0009 – eCMS Software License

CLIN 0010 – eCMS Software Maintenance and Premier Gold or equivalent Service Level Agreement

6. Place of Performance

Not Applicable.

7. Deliverables

Within fourteen (14) calendar days after contract award, provide a fully functional end-product of the software in electronic format via either Compact Disk (CD), Digital Video Disk (DVD), Hard Drive, or electronic. Delivery must include download, configuration, and activation instructions (include any necessary activation codes).

Include in the packing list with the shipment, the following: complete delivery address, Contract number, Delivery Order number, Purchase Order number and Contract Line Item Number(s) (CLINs) contained in the shipment.

See Section 12. Government Point of Contact. (To be provided upon award.)

8. Performance Objectives and Measurements

8.1. Performance Objectives

a. General Functional Requirements

- 1) Ability to provide a Commercial-Off-The-Shelf (COTS) enterprise-wide web-based software solution that provides on-line collaboration between the Government and its construction and FSC contractors to manage the following project documentation:

- Requests for Information (RFIs)
- Designs

- Performance work statements
 - Submittals
 - Schedules
 - Contract modifications
 - Quality and performance assessment
 - Safety reports
 - Status reporting
 - Project portfolio management
 - Resource planning
 - Payment compliance
 - Forecasting
 - Building Information Management/Modeling (BIM)
 - Operations and maintenance support information (OMSI)
 - Contractor project-related expenses and certified payrolls
- 2) Ability to provide five (5) years of site/unlimited use licenses in the estimated quantities described in Section 4. The site/unlimited license shall be valid for a term of one (1) year base period with four one-year option periods.
 - 3) Ability to provide pre-configured, standardized, customizable workflow templates for the set-up of new projects, such as design-build and design-bid-build projects.
 - 4) Ability to create segregated administrative and user accounts and roles for internal Government users and external construction contractor users. Construction contractor administrators, users and roles shall be fully restricted from granting themselves access to data not previously granted by Government users.
 - 5) Ability to allow construction contractor administrative users to create and set-up projects in eCMS and assign user roles to contractor personnel.
 - 6) Ability to upload batch data via a data queue from Government corporate data source to create new project and to update project information.
 - 7) Ability to provide a pre-configured, standardized, customizable file and folder structure that limits access by the user groups identified in Section 4.
 - 8) Ability to provide pre-configured, standardized, and customizable quality, production, and safety reports.
 - 9) Ability to allow Government - system administrators to assign access, permissions, and administrative rights to specified users (i.e. local field office administrative users and construction contractor staff administrative users).
 - 10) Ability to allow Government local field office administrative users to provide role-based access levels to Government construction and FSC personnel listed in Section 4 Assumptions.

- 11) Ability to allow construction contractor staff administrative users to assign role-based access levels to personnel on Contractor project team, identified in Section 4.
- 12) Ability to provide version control and audit logs of documents and workflows.
- 13) Ability to capture meta-data for reporting (for example, contractor man-hours and lost time accidents must be accumulated from contractor daily reports in PDF format).
- 14) Ability to allow Government users and their contractors to download or archive project files and file log onto local drive directly from the system.
- 15) Ability to upload files in bulk or batch and capable of running in the background.
- 16) Ability to drag and drop or copy and paste multiple files.
- 17) Ability to upload files with no limitation on file size or file type.
- 18) Ability to view photo files in list view, small thumbnails, large thumbnails, or full size.
- 19) Ability to capture and record e-mail responses, attachments, and action codes from users responding to a system-generated e-mail.
- 20) Ability to support system interface on smartphones, tablets, or other mobile, portable digital devices (i.e. the user can access the system via the internet on a mobile device, and the user will be able to perform all system functions via the mobile device).
- 21) Ability to provide centralized repository of Government Standard Forms for government and contractor ready-use and reference.
- 22) Ability to demonstrate application response time of less than 2.0 seconds per transaction while handling peak user load of 5500 concurrent users.
- 23) Ability to support 8 terabytes (TB) of existing data and scalable to 20 TB within 5 years.
- 24) Ability to function within all Navy and Marine Corps network domains and on all Navy supported platforms (e.g. All supported versions of Windows OS, Internet Explorer, java, etc.).
- 25) Ability to validate the software complies with DoD Information Assurance Vulnerability Management program (IAVM).
- 26) Ability to ensure virus malware scanning of all files during upload/download and routine operation.
- 27) Ability to provide online internal daily and ad hoc backups of data.
- 28) Ability to provide active database indexing for faster retrieval of records.

- 29) Ability to provide data-at-rest (DAR) encryption.
- 30) Ability to preserve audit logs for up to ten (10) years.
- 31) Ability to support DoD Public Key Infrastructure (PKI) and User Identification (userID) and Password for authentication and authorization.

b. Critical Functional Requirements

- 1) Ability to provide a simple, logical, pre-configured, standardized, customizable user interface for each assigned role.
 - software provides a user-friendly system.
 - software provides pre-configured, customizable dashboards that display overall project cost, schedule, and workflow response performance.
 - Software must provide an efficient method of navigation.
 - software provides a single launch page that leverages click-through navigation to manage multiple projects
- 2) Ability to provide embedded scheduling review tools that open, edit, compare, display (PERT and critical path), save, and print cost-loaded network schedules (i.e. *.xer, *.prx, *.p3, *.mpp files).
 - Software links all documents and workflows to the associated construction schedule activity
 - Software provides embedded scheduling review tools within a single, fully integrated database
 - Software provides advanced schedule analytics (e.g. time impact analysis, network analysis, or critical path method)
- 3) Ability to provide embedded design review tools that open, mark-up, print, and save Computer Aided Design and Portable drawings and design simulations (i.e. *.dwg, *.dxf, *.rvt, *.rfa, *.rvg, *.rft, *.rte, *.pdf files).
 - Software links all facility design documents and workflows to the associated construction schedule activity.
 - Software provides embedded design review tools within a single, fully integrated database
 - Software integrates design reviews with other systems (e.g. NAVFAC ProjNet)
 - Software provides advanced design review tools (e.g. Building Information Modelling, clash detection, quantity take-offs)
- 4) Ability to provide embedded enterprise resource planning tools with graphical interface for Government and contractor resource allocation and management.
 - Software provides enterprise resource planning tools for Government offices and staff (e.g. resource levelling at each NAVFAC Echelon II through V).
 - Software provides embedded enterprise resource planning tools within a single, fully integrated database
 - Software incorporates contractor supply-chain management within the enterprise resource planning tool

- 5) Ability to provide pre-configured, standardized, and customizable reports and dashboards for hierarchical, command level reporting on cost, schedule, safety, quality, and productivity performance.
 - Software provides tiered reporting, by all NAVFAC Echelon levels (Echelon II through Echelon V), where higher level reporting consists of a roll-up of lower tiered data.
 - Software provides advanced reporting tools (e.g. forecasting, predictive, or leading-indicators).

c. Service Level Agreement (SLA)

- 1) The Vendor shall provide SLA for service, maintenance, and guidance for one base year with four option years (for a total of five years).
- 2) The Vendor shall provide Premier Gold or equivalent SLA, which provides the Government with response and resolution of issues related to functionality of the software, and production environment within the specified virtual recovery schedule.
- 3) The Vendor shall provide SLA that displays 24-hour Help Desk and Technical Support clearly on the home screen to resolve server, IT, or data issues.
- 4) The Vendor shall assign software components licenses to Government, or its designated third-party representative (which may be government or contractor personnel), for use in Government and authorized contractor facilities.
- 5) The Vendor shall provide Government with unrestricted ownership rights to the project data within the eCMS.
- 6) The Vendor shall provide all rights and permissions for Government, or its designated third-party representative (which may be government or contractor personnel) to install, configure and operate the software in both a designated pre-deployment configuration environment and a production environment.
- 7) The Vendor shall provide all rights and permissions for Government, or its designated third-party representative (which may be government or contractor personnel) to host, administer, install, configure, and support the software in any virtualized, redundant, load-balanced, or operating environment.
- 8) The Vendor shall provide Government all rights and permissions for unlimited use of any configurations of the COTS software that is customized by the Government, or its designated third-party representative (which may be government or contractor personnel).
- 9) Proposed software shall support all software application protocols in full compliance to DoD 8500.01/.10 cybersecurity requirements.
- 10) The Vendor shall provide rights and permissions for Government, or its designated third-party representative to support non-commercial and Open Source Software (OSS) source code for configuration, integration, modification, repair, software management, training, deployment, and end-user usage.

- 11) The Vendor shall deliver COTS software custom configuration packages (all third-party components and related documentation required for proper operation of the core software package).
- 12) The Vendor shall deliver commercial-computer software documentation and site-specific software documentation in accordance with DFARS 227.7202 , and with all clauses, identifications and assertions, terms, and conditions related to commercial technical data, computer software, and computer software documentation to support the configuration, integration, modification, repair, software management, training, deployment, and end-user usage.
- 13) The Vendor shall ensure access to software upgrades, patches and security updates for all components of the proposed solution are provided after initial installation, including new modules and features previously unavailable in the product.
- 14) The Vendor shall provide software in accordance with the following Federal Acquisition Regulations (FAR):
 - a. FAR 12.211 Technical Data
 - b. FAR 12.212 Computer Software
- 15) The Government data must be accessible directly with the ability to export in a format that does not require use of the software application.
- 16) The Government will have sole rights and retain the rights to all intellectual property resulting from any modification to the software which is not inconsistent with the software license.

8.2. Measurements

Not Applicable

9. Warranty Requirements

Industry standard warranty applies

10. Security Requirements

The security requirements that the vendor/software must meet are stated in the DoD Risk Management Framework (RMF) accreditation utilizing the DoDI 8510.01 RMF for DoD Information Technology (IT); National Institute of Standards and Technology (NIST) 800-53r4, Security and Privacy Controls for Federal Information Systems and Organizations; DoD Application Development Checklist Security Technical Implementation Guide (STIG); and any other DoD STIG's that apply to the particular Web, Application, and Database tiers required by the vendor to ensure it meets minimum security standards.

11. Section 508 Accessibility Standards

All Electronic and Information Technology (EIT) procured through this contract must meet the applicable accessibility standards at 36 CFR 1194, unless an agency exception to this requirement exists. 36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is available at <http://www.access.board.gov/508.htm>.

The following Section 508 Accessibility Technical Standard(s) (<http://www.section508.gov/summary-section508-standards#web>) are applicable (if box is checked) to this contract.

Technical Standards

- Software Applications and Operating Systems
- Web Based Intranet and Internet Information and Applications
- Telecommunications Products
- Video and Multimedia Products
- Self-Contained, Closed Products
- Desktop and Portable Computers
- Code of Federal Regulations (CFR) 1194.41 - Information, Documentation and Support

The Technical Standards above facilitate the assurance that the maximum technical standards are provided to the Offerors. Functional Performance Criteria (<http://www.section508.gov/summary-section508-standards#functional>) is the minimally acceptable standards to ensure Section 508 compliance. This block is checked to ensure that the minimally acceptable electronic and information technology (E&IT) products are proposed.

12. Government Point of Contact

To Be Determined Upon Award