

Statement of Work
Java and Web Developer Support for FAOweb and NSA Portals
Information Technology and Communications Services
Naval Postgraduate School

1.0 Background/Introduction

The Naval Postgraduate School (NPS) located in Monterey, California supports the U.S. Navy, other military branches, and foreign military services with postgraduate education for personnel. Additionally, NPS provides significant research capabilities to the Department of Defense (DoD). The Information Technology and Communication Services (ITACS) Department at NPS provides information technology (IT) support to the entire school.

2.0 Scope

NPS is required to use DoD and Department of Navy mandated administrative systems while providing local systems to support the day-to-day administrative work of the institution. It is the strategic direction of ITACS and NPS to move to using open source software with enterprise support whenever it makes sense. The main reasons for this direction are lower software costs, scalability, availability of support, avoiding vendor lock-in, and collaboration. NPS has installed and customized the open source Liferay web portal for its local web content management system. In addition, Liferay is the main platform for the FAOweb distance learning and professional development portal.

Java and web developer services are required for the continued development of features and content in the NPS Liferay web portals.

FAOweb:

FAOweb is a distance learning and professional development portal supporting Foreign Area Officers (FAOs) worldwide. Developed and maintained by the Joint Foreign Area Officer Program at the Naval Postgraduate School (NPS), FAOweb provides self-paced, job-relevant education modules, unparalleled language resources and a joint communications and collaboration hub. The website provides features like discussion boards, video conferencing and collaboration, news feeds, and other documents and media. In addition, the portal also provides rich educational content including distance learning (DL) modules that build the knowledge base and skill-sets essential to the successful FAO. The FAOweb portal is built on the open source Liferay web portal platform. Many of the tools available on the FAOweb portal are custom built portlets and/or modified versions of open source portlets. The contractor shall perform ongoing maintenance and development of the Java portlets and other Java code, as well as web content updates for the FAOweb portal.

NSA:

The department of National Security Affairs (NSA) specializes in international relations, regional studies, military history, and security policy. NSA brings together an outstanding faculty of historians, political scientists and, economists, with students from all the U.S.

armed forces, from various defense agencies, and international officers and civilians from more than 60 countries around the world. NSA needs a new website presence on the NPS Liferay portal. The contractor will develop the pages and content for the NSA website. They will also coordinate with other NPS Liferay developers to create customizations to Liferay that are required by NSA for their website.

3.0 Tasks

The contractor shall perform the tasks as follows.

3.1 Liferay Enhancements

- 3.1.1** Develop mobile enhancements for the Liferay theme. Ensure that mobile iOS and Android smartphones and tablets are fully supported with all portal features.
- 3.1.2** Export up to 500 web pages to assist with the transfer of content to Joint Knowledge Online (JKO)
- 3.1.3** Export up to 200 MySQL database tables to assist with the transfer of data to Joint Knowledge Online (JKO)
- 3.1.4** Transfer and install 250 existing FAOweb learning modules to new servers.
- 3.1.5** Troubleshoot and resolve Liferay portal programming bugs as reported in the NPS JIRA issue tracking system. See Attachment 1 for workload data for NPS Liferay projects. A random sample of completed (resolved) NPS Liferay JIRA tickets is at Attachment 2. A random sample of open (unresolved) NPS Liferay JIRA tickets is at Attachment 3.
- 3.1.6** Commit new and modified Java code to the NPS Git repository daily.
- 3.1.7** Provide status updates to and align goals with the NPS functional team weekly.
- 3.1.8** Prepare program documentation within the application code for all new and modified code.
- 3.1.9** Create a monthly report that provides update on status, work completed, work in progress, short-term goals, and other relevant project information.

3.2 Web Content Enhancements

- 3.2.1** Configure and administer up to 50 new sites in the Liferay portal for NSA and other NPS departments. The sites will be configured with staged content and permissions assigned to the appropriate content managers.
- 3.2.2** Add web content, documents and images to build each of the sites in 3.2.1 as specified by the NPS functional team.

4.0 Deliverables

The contractor shall be responsible for preparing deliverables in support of the tasks identified in this SOW.

Task	What will be inspected	Acceptable Quality Level (AQL)	Method	Frequency
3.1.1	Liferay Portal	Functional code enhancement; section 508 compliant	Functional testing conducted by the COR and the NPS functional teams	As needed
3.1.2 to 3.1.5	NPS JIRA tracking system and Liferay Portal	Keep JIRA updated with the latest status. Export accurate and current web content and data. Respond to the individual who reported the bug within one business day. Provide functioning modified code.	Testing by the COR and the NPS functional teams.	As needed
3.1.6	NPS Git repository	New and/or modified code has been submitted to the repository	Inspect Git repository logs	Monthly
3.1.7	Project status updates	Aligns with goals set by the COR and the NPS functional teams	Weekly meeting with the COR and the NPS functional teams	Weekly

3.1.8	Program documentation	At a minimum, the documentation will include the code author, date of code creation/modification, the purpose of the code, and explanation of complex algorithms written in terminology understood by Java programmers. Section 508 compliant.	Inspection by the COR	Monthly
3.1.9	Monthly report	Monthly report must address progress on tasks in section 3.0	Provide report in MS Word or Adobe PDF format	Due within 5 business days after the end of the month
3.2.1	Liferay Portal	Functional web site with page hierarchy in the portal	Functional testing conducted by the COR and the NPS functional teams	As needed
3.2.2	Liferay Portal	Functional HTML web content with working links to other pages, documents and images, CSS design and JavaScript features. Section 508 compliant.	Functional testing conducted by the COR and the NPS functional teams	As needed

The surveillance method for the deliverables listed above will be personal observation at NPS. If performance falls below the AQL defined above, the Contracting Officer's Representative (COR) shall document the instance(s), coordinate with the Contracting

Officer and advise the Contractor. The Contractor will be requested to review the documentation and provide a written response on how performance will be corrected in the future. Re-performance of any work for failure to perform in accordance with the specified AQL or task requirement shall be completed at the Contractor's own expense and at no additional cost to the Government.

5.0 Applicable Documents/Standards

- 5.1** Standards: All work is to be performed in accordance with DoD and/or Department of Navy (DoN) standards.
- 5.2** Section 508 and Y2K: All supplies/services acquired under this order must be compliant with Section 508 of the Rehabilitation Act, 29 U.S.C. 749d, as amended and FAR Part 39.

6.0 Required Technical Skills

- 6.1** Java and Web Developer Skills
 - 6.1.1** At least 4 years Java Programming Language experience
 - 6.1.2** At least 2 years of experience with enterprise-scale web application development, Struts, OJB, Eclipse or IntelliJ (either is satisfactory), Ant, Tomcat, JUnit, log4j, Linux, and MySQL.
 - 6.1.3** At least 2 years of experience working with XML, WSDL, SOAP, and RESTful web services.
 - 6.1.4** At least 2 years of experience with coding HTML, CSS, JSP, JSTL, and JavaScript for multiple browser platforms and operating systems.
 - 6.1.5** At least 2 years of experience with Spring IOC and AOP
 - 6.1.6** At least 2 years of experience with ORM concepts and JPA in particular
 - 6.1.7** At least 1 year of experience with Git and Maven
 - 6.1.8** At least 1 year of experience with service-oriented architecture (SOA)
 - 6.1.9** Past performance in accessible web development (Section 508 compliant)

Educational Requirements: Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics – intensive discipline, or an applicable training certificate from an accredited training institution.

7.0 Period of Performance

The period of performance is for a period of one year commencing from the date of the award.

8.0 Place of Performance

The majority of the work will be performed on site at Naval Postgraduate School, Monterey, CA 93943.

9.0 Work Week and Hours of Operation:

The Contractor shall provide services during normal working hours excluding federal holidays. Normal working hours are 0800-1630, Monday through Friday, unless requirements dictate otherwise. Exceptions can be permitted by the COR upon request and at the COR's discretion.

Work required on-site at NPS shall be performed by the Contractor, as required.

Following is a list of holidays observed by the Government.

<u>Name of Holiday</u>	<u>Time of Observance</u>
New Year's Day	1 January
Martin Luther King Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	4 July
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veteran's Day	11 November
Thanksgiving Day	Fourth Thursday in November
Christmas Day	25 December

If any of the above holidays occur on a Saturday or a Sunday, then such holiday shall be observed by the Contractor in accordance with the practice as observed by the assigned Government employees at the using activity

10.0 Government Furnished Property

The Government shall provide computer resources including access to workstations, printers, software, data, communication networks, etc. They shall provide initial guidance, technical information, subject matter orientation and documentation such as reference manuals and appropriate publications. The Government will provide the contractor access to systems and software required to complete the assigned tasks. The contractor shall identify and notify the Government of system documentation necessary for the proper performance of this task.

The government shall provide appropriate office space, supplies and equipment to perform tasks at NPS. Any Government-provided property and information shall be used for official Government business only. Any applicable documents that are authorized for use in performance of these services shall be provided, in accordance with security and contract terms and conditions.

11.0 Travel

No travel is required in support of this contract.

12.0 Transition Plan.

At the conclusion of any performance period, including option periods or extensions, the services provided under this PWS may be awarded to another contractor. The contractor in place shall be required to assist in the transition activities, to include:

- Points of contact
- Location of technical and project management documentation
- Status of ongoing technical initiatives
- Appropriate contractor to contractor coordination to ensure a seamless transition
- Transition of key personnel
- Identify schedules and milestones
- Identify actions required of the Government,
- Establish and maintain effective communication with the incoming contractor/ Government personnel for the period of the transition.

A transition shall ensure minimum disruption to vital Government business. The contractor shall ensure there will be no service degradation during and after transition.

13.0 Classification:

Sensitive Unclassified. Security clearance is not required. U.S. citizenship is required.

14.0 Privacy Act Statement

“Pursuant to Title 5 United States Code 552a(m)(1), the contractor and all employees of the contractor working under this contract are required to comply with the requirements of 5 U.S.C. 552a (“The Privacy Act of 1974”).”

15.0 Contractor Identification

In accordance with DFAR 211.106, there shall be a clear distinction between Government employees and service contractor employees. Service contractor employees shall identify themselves as contractor personnel by introducing themselves or being introduced as contractor personnel and displaying distinguishing badges or other visible identification for meetings with Government personnel. In addition, contractor personnel shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.

16.0 Non-Personal Services Statement

Contractor employees performing services under this order will be controlled, directed, and supervised at all times by management personnel of the contractor. Contractor management will insure that employees properly comply with the performance work standards outlined in the SOW. Contractor employees will perform their duties independent of, and without the supervision of, any Government official or other Defense

Contractor. The tasks, duties, and responsibilities set forth in the task order may not be interpreted or implemented in any manner that results in any contractor employee creating or modifying Federal policy, obligating the appropriated funds of the United States Government, overseeing the work of Federal employees, or otherwise violating the prohibitions set forth in Parts 7.5 and 37.1 of the Federal Acquisition Regulation (FAR). The Government will control access to the facility and will perform the inspection and acceptance of the completed work.

17.0 Invoice Schedule

Contractor may invoice monthly in arrears.

Invoices shall be submitted once a month for services rendered and travel performed during the previous month. All invoices need to be submitted electronically via WAWF. Hard copy invoices cannot be accepted. Only one invoice may be submitted per month. Invoices must identify the invoicing period. If charges against more than one line item have occurred during the invoicing period, all charges must be combined into one invoice. If invoicing against travel, the invoice must contain a summary detailing the charges as well as an attachment of supporting documentation. The contractor's failure to include the necessary information or a more frequent invoice submission than authorized will result in invoices being rejected.