

Renewal of Oracle Primavera Software Update License and Support Services for 1 year **Statement of Work**

Upgrading and Training of Project Management Information System (PMIS) for International Narcotics and Law Enforcement Affairs/Construction Unit at US Embassy, Bogotá-Colombia

1. JUSTIFICATION

Overall Mission: The mission of the Bureau of International Narcotics and Law Enforcement Affairs (INL) is to minimize the impact of international crime and illegal drugs on the United States, its citizens, and partner nations by providing effective foreign assistance and fostering global cooperation. This mission, which centers on helping our partner nations establish a capable and accountable criminal justice sector, was expanded during the past decade to include stabilizing post-conflict societies through criminal justice sector development and reform, including correctional systems. This mission supports peace and security by stabilizing and strengthening security institutions to build a global security capacity and by combating narco-trafficking and other transnational crimes. It promotes governing justly and democratically by strengthening justice sector institutions, good governance, and respect for human rights.

INL supports this mission by collaborating with other USG, U.S. state and local agencies, and international agencies, by taking a regional approach to widespread problems, and by helping strengthen governments to take responsibility as equal partners in this struggle to disrupt organized crime and other destabilizing groups. The Bureau's priority programs support three inter-related objectives:

- **BUILDING CRIMINAL JUSTICE SYSTEMS:** Institutionalize the rule of law by developing and expanding criminal justice systems to strengthen partner country law enforcement, corrections, and judicial effectiveness, foster cooperation in legal affairs, and advance respect for human rights.
- **COUNTER-NARCOTICS:** Disrupt the overseas production and trafficking of illicit drugs through targeted counter-narcotics and institution-building assistance and coordination with foreign nations and international organizations.
- **TRANSNATIONAL CRIME:** Minimize the impact of transnational crime and criminal networks on the U.S. and its allies through enhanced international cooperation and foreign assistance.

2. PMIS BACKGROUND

The INL Construction Unit works on a high volume of projects that support different programs of the Bureau. In order to manage and follow up all of the projects and corresponding contracts, the Unit has implemented an Oracle web-based Solution in Cloud Platform, which comprises two products: Oracle Primavera P6 Enterprise Project Portfolio Management (P6 EPPM) System and Oracle Primavera Contract Management & Business Intelligence Publisher Edition (CM) System. The PMIS Solution is designed to address the INL's project management information needs by handling, controlling, documenting, reporting, and closing complex projects.

The Cloud Platform and underlying Information Technology (IT) Infrastructure for this implemented PMIS Solution is owned and managed by a third party. The IT Infrastructure includes a Web Server, a Database System, a Backup System, a Security System, and the required Networking equipment and interconnections. The cloud platform is Microsoft Azure.

Management, operation, support, maintenance, and updating of this Cloud Platform/IT Infrastructure as well as the PMIS Solution itself are currently responsibility of the third party and currently contracted by US Embassy-INL in Bogotá, Colombia.

The use of Primavera P6 EPPM and Primavera CM is already licensed under "Application User Perpetual" and "Full Use" level. INL staff and contractors may access to this couple of web applications.

3. REQUIREMENT DESCRIPTION

This Statement of Work (SOW) addresses the procurement of the following items to be delivered to the International Narcotics and Law Enforcement Affairs Bureau in Bogotá, Colombia:

- 3.1. Upgrade of the Oracle Primavera web-based applications into Oracle Primavera P6 Enterprise Project Portfolio Management 16.2 version, as well as Oracle Primavera Contract Management, Business Intelligence Publisher Edition 14.
- 3.2. In case of the Contractor bids an IT Infrastructure/Cloud Platform different from the existing one, all of the involved migration tasks shall be done by him preserving the entire Solution's functionalities stipulated in **2. PMIS BACKGROUND** Section and **ANNEX A. TECHNICAL SPECIFICATIONS**.

- 3.3. Monthly Microsoft Azure Cloud Platform Services, including Technical Maintenance and Support. All of the IT Infrastructure components shall be included in these Cloud Platform Services: Web Server, Database, Network System, and Security System.
- 3.4. Renewal of Oracle Primavera Software Update License and Support Services under the Service Number assigned to the U.S. Embassy in Bogotá.
- 3.5. Training Services of Oracle Primavera P6 Enterprise Project Portfolio Management 16.2, as well as Oracle Primavera Contract Management, Business Intelligence Publisher Edition 14 for ten (10) INL members. **ANNEX B. TRAINING SPECIFICATIONS** describes in detail the terms of provisioning the training.
- 3.5.1. A post-training technical support related to three (3) case studies of INL projects currently being developed/implemented by the Construction Unit.
- 3.5.2. Certificates of these Primavera courses completion for each of one of the trainees.
- 3.6. The cost proposal shall be done for a Base Year, an Option Year 1, and an Option Year 2 as per **ANNEX C. COST PROPOSAL**.

4. DELIVERY TERMS

4.1. For Solution Upgrade:

- The contractor shall consolidate the whole upgrading of the PMIS during seven (7) business days after award and before June 23rd, 2017. Final Oracle web-based applications version shall be Primavera P6 Enterprise Project Portfolio Management 16.2, and Primavera Contract Management, Business Intelligence Publisher Edition 14.
- If a different Cloud Platform/IT Infrastructure is offered by the Contractor, he shall finish the required migration before June 23rd, 2017 and after award.
- If required, service interruption maintenance windows could be scheduled in order to prevent unplanned disruptions of the service.
- The quoter must obtain an approval document from the INL Construction Unit, once the upgraded PMIS has passed the operational, functionality, and validation tests.

- Existing Construction projects and corresponding contracts must be migrated/integrated in the new versions of Primavera P6 EPPM and Primavera CM.
- A report of PMIS upgrade work shall be delivered to the Construction Unit of INL.
- **To be delivered to:** Rafael Valderrama, Contracting Officer's Representative.

4.2. For Training:

- The training activities shall be Instructor-Led, so that students attend in person.
- Training will start sixty (60) days after award.
- Both P6 EPPM and Primavera Contract Management Systems Training shall be provided during six (6) business days in such a way that attendance will be Tuesdays and Thursdays from 8h to 17h.
- The Primavera Web Applications Training shall emphasize hands-on exercises in live software environment.
- The quoter shall deliver to the INL Construction Unit a document with the findings and results for the three case studies.
- Completion Certificates of Oracle Primavera P6 EPPM 16.2 and CM 14 for all of the trainees shall be delivered to INL.
- **Delivery Location:** Bogotá, Colombia at Contractor's Training Facilities. One computer per person shall be installed, configured, and networked to meet training requirements.

5. TYPE OF CONTRACT

INL intends to award a firm-fixed-price Purchase Order for the requirements identified in this RFQ. The price shall include all direct and indirect costs, profit, and shipping/delivery charges. The price will not be subject to adjustment after award.

6. WARRANTY

The contractor shall provide a warranty of all of the implementations, the IT Infrastructure, and Cloud Platform installed and configured for PMIS during a period of five (5) years, counted from

the end of the contract. During this period, the contractor must carry out all preventive maintenance operations with the help of adequate monitoring systems and alerts. The contractor must also accompany the Construction Unit in case of escalation of the solution.

The contractor shall provide warranty on Oracle Primavera Systems, and Microsoft Azure Platform for five (5) years, counted from the termination date of the contract.

7. QUOTATION MUST INCLUDE THE FOLLOWING:

PRICE: unit and extended prices.

SOLUTION UPGRADE DELIVERY DATE: June 23rd, 2017.

TRAINING START DATE: Sixty (60) days after award.

DESCRIPTION OF:

- The systems whose upgrade is being quoted (Oracle Primavera P6 EPPM and Oracle Primavera CM); product literature may be provided. Quotation must demonstrate compliance with all required features in **ANNEX A. TECHNICAL SPECIFICATIONS**.
- A detailed work plan of upgrade activities of Oracle Primavera P6 EPPM and Oracle Primavera CM systems.
- The Information Technology Infrastructure and Cloud Platform: Web Servers, Databases, Backup System, Security System, and Networking Platform; on which the whole PMIS solution will be installed, configured, and running; all in accordance with **ANNEX A. TECHNICAL SPECIFICATIONS**.

If a different IT Infrastructure and Cloud Platform is bidden, a detailed plan of tasks to migrate the current one must be included.

- Warranty terms according to **6. WARRANTY** section.
- Microsoft Azure Cloud Platform Services including technical maintenance and support.
- Oracle Software Update License and Support Services under the Service Number assigned to the U.S. Embassy in Bogotá.
- Topics to be covered of Oracle Primavera P6 Enterprise Project Portfolio Management 16.2, as well as of Oracle Primavera Contract Management & Business Intelligence Publisher Edition 14 courses, fitting **ANNEX B. TRAINING SPECIFICATIONS**.
- A proposed work plan for the three case studies with a problem-oriented approach, including:
 - Application of the ideas and knowledge discussed in the coursework to the practical situation at hand in the case study.
 - Identification of problems.

- Selection of the major problems in the case, and suggestions of their solutions as well.
- A Cost Proposal in accordance with **ANNEX C. COST PROPOSAL**.

DATA UNIVERSAL NUMBERING SYSTEM (DUNS): DUNS number and statement that the quoter is registered in System for Award Management (SAM).

CERTIFICATIONS FOR THE OFFEROR:

In order to be able to implement and sell products and services across Oracle Primavera, the contractor has to have an Oracle Gold Level Partner Certification. In the same way, a “Specialist: Microsoft Azure” certification earned by the Contractor is required.

Oracle certificates in Primavera P6 EPPM and Primavera CM for at least one of members of the offeror’s IT Infrastructure and Technical Assistance Team, who shall be involved in the Upgrade and-if offered by the Contractor-Migration process.

Oracle certificates in Primavera P6 EPPM 16.2 and Primavera CM 14 earned by the instructor(s) who will give the training.

PAST PERFORMANCE:

- A list of contracts within the last two (2) years for the provision, management, operation, technical assistance, and-if offered- migration of comparable Project Management Information System.
- A list of contracts within the last two (2) years for training of comparable Project Management Information System.

Both lists shall include contact information (name, organization, e-mail, and phone) and limited to no more than five (5) references.

8. CUSTOMS CLEARANCE AND TAX EXEMPTIONS

U.S. Government will assist the Contractor in obtaining customs clearance and tax exemption certificates from the Government of Colombia.

9. INSPECTION AND ACCEPTANCE

During the seven (7) days specified in **4. DELIVERY TERMS** Section, the U.S. Government will inspect the upgrade being procured at U.S. Embassy in Bogotá, Colombia while the Contractor is working on. A detailed plan of activities shall be done by the contractor and shared with Construction Unit in order to complete all of the jobs related to PMIS Upgrade.

10. PERIOD OF PERFORMANCE

The fulfilling of the PMIS Solution Upgrade work must take place no later than 23rd, 2017, once INL receives and accepts all of the required items in such a way the PMIS Solution is fully upgraded and operational, including Infrastructure/Cloud Migration jobs; if proposed by the Contractor.

From the award date until all of the items specified in **3. REQUIREMENT DESCRIPTION** Section has been received and accepted by the U.S. Government, contractor shall execute all PMIS upgrade jobs in seven (7) business days.

The provision of the training must take place sixty (60) days after award, once INL receives and accepts all of the required items.

11. EVALUATION FACTORS

The following information should be carefully reviewed by any vendor contemplating an offer for this contract:

11.1. INL reserves the right to reject a quotation that is technically unacceptable, unreasonably high or low in price, or missing required information.

11.2. To be considered for award, the contractor must be registered in SAM (www.sam.gov).

11.3. INL will award the contract to the vendor whose offer is lowest price technically acceptable and whose offeror is in compliance with the terms required by Section 4. The following factors shall be used to evaluate proposals for technical acceptability:

Experience: INL will carefully review past performance and experience of the proposed contractor. Please provide at least three and maximum five examples of previous projects similar to this solicitation. The examples can focus on one or more aspects of this solicitation; however, at a minimum, examples should provide relevant experience for each of the criterion listed within the Requirements Description and Delivery Terms. Please also explain how or provide evidence that your team has sufficient experience and capability in each of the following:

- Implementing Project Management Information Systems in new or existing environments.
- Providing support and maintenance services for PMIS.
- Deploying PMIS in Cloud Platform.
- If offered, Migrating IT Infrastructure and Cloud Platform.
- Training Project Management Information Systems.
- Providing PMIS case studies.

Proposed Work Plan: The Contractor's proposal shall include detailed information about the following:

- **Experience of personnel:** INL will review how the proposed team members meet or exceed the minimum qualifications listed in the solicitation. The Contractor must provide evidence of past work successes directly resulting from the individual's efforts, how this experience compares to this solicitation, and how this individual's experience will affect the overall outcome.

- **Certifications:**

Oracle Gold Level Partner Certification and "Specialist: Microsoft Azure" certification earned by the Contractor.

Oracle certificates in Primavera P6 EPPM 16.2 and Primavera CM 14 earned by the instructor(s), and by at least one of members of the offeror's IT Infrastructure and Technical Assistance Team.

- **Control and quality assurance Plan:** The plan shall provide a detailed explanation of methods to be used to ensure that all requirements are met: schedule, costs, objectives, and resources.

ANNEX A. TECHNICAL SPECIFICATIONS

Relevant Codes and Standards:

The following publications form a part of this specification to the extent specified herein:

1. PROJECT MANAGEMENT INSTITUTE (PMII).
 - a. PMBOK – Guide.
 - b. The Standard for Program Management.
 - c. The Standard for Portfolio Management.
 - d. OPM3.
2. INTERNATIONAL ORGANIZATION FOR STANDARDIZATION (ISO).
 - a. ISO 21500 Software Product Quality Requirements and Evaluation.
 - b. ISO/TC 258 Project, programme and portfolio management.
3. CONSTRUCTION SPECIFICATIONS INSTITUTE (CSI).
 - a. CSI Master Format
 - b. CSI National CAD Standard
4. UNIFIED FACILITIES GUIDE SPECIFICATIONS (UFGS).
 - a. United Facilities Guide Specifications.
 - b. Unified Master reference.
 - c. Army COE Standards

Where two or more codes provide conflicting information the stringiest requirement will prevail.

The following are the main characteristics of the solution upgrade and provided as described:

- The web-based applications of the Solution already implemented shall be upgraded into Oracle Primavera P6 Enterprise Project Portfolio Management 16.2 version, as well as Oracle Primavera Contract Management, Business Intelligence Publisher Edition 14. It shall be done during seven (7) business days.
- All of the projects and contracts actually created, being developed, and stored in the current Solution shall be migrated into the new Database version.
- The Solution upgrade shall transfer and include the perpetual licensing system currently in use by different user profiles.
- The upgraded Solution shall be a tool to Plan, Manage, Control, Close, Document and Report on the portfolio of construction projects.
- The upgraded Solution shall be a tool to schedule programs, projects and resources for the individual projects, the unit's portfolio and the program office portfolio.
- Scheduling shall be strict and provide cost loaded activities as well as multiple baselines.
- The upgraded Solution shall provide risk analysis tools for prevention, detection and mitigation.
- The upgraded Solution shall be web-based; all profiles of users should be able to use the solution from any terminal with internet access and a modern browser without loss of functionality.
- The contractor shall provide cloud services to host the solution and all necessary data storage and all the required maintenance and support for this infrastructure shall be the contractor's responsibility.
- Shall Provide High-Level Reports showing overall status of programs and or projects.
- Shall Provide Low-Level Reports showing current Status of programs and or projects.
- Shall be able to handle complex projects, with durations ranging from a few months to several years.
- Shall be able to promote and ensure participation of all stakeholders of the project.
- Shall be able to prioritize, organize and select projects based on complexity, labor required and or sensitivity.
- Shall be able to provide real time information on the status, trends, and projections.
- Shall be a single complete integrated solution and not separate suites.
- Shall provide dashboards with alerts, current status, and upcoming activities, measuring statistics, issues, risk and messages customized for each of the user profiles.
- Shall be able to handle multiple portfolios for each program office and consolidate them as a single general plan for the whole unit.
- Shall be able to filter projects and reports based on user profile, Project manager, Program Office, Locations, Final user and other project characteristics.
- Shall be able to standardize project execution requirements as per the UFGS and CSI standards, as well as the workflows and documentation specified therein.
- Shall be able to use existing projects as templates for new projects.
- Shall be able to provide customizable reports for all project aspects and documentation.
- Shall be able to handle version control.
- Shall be designed and configured to comply with the Project Management Information standards.
- Shall be able to handle individual user profiles with restricted access to the information as required by the process.
- Shall be able to be updated and to incorporate new best practices as they are developed.

- Shall be able to track project modifications and contract changes.
 - Shall be able to compare base lines to actual project completion.
 - Shall be a document control and management tool for all the execution requirement process.
 - Shall be able to produce both graphical and table reports as necessary.
 - Shall be able to export reports and other information to excel.
 - Shall be able to grant temporary access or licenses for INL contractors during only the duration of their awarded contract.
 - Shall be able to provide S curves and Earn Value information and reports.
 - Scheduling, process management and Document management information shall be integrated and alerts shall be possible from all them.
 - Shall be able to generate planned and executed S curves for comparison.
 - Shall be able to handle documentation from the project initial prefeasibility stage down to the completion and handover of the project.
 - Shall be able to generate histograms showing strengths and weakness in the different phases and aspects of the project.
 - Shall be able to include milestones in the scheduling and provide alarms to users on these milestones as needed.
 - Shall be able to handle progress payments requests and approve such progress payments as well as reports on current status of payment.
 - Shall be web based and able to provide a security for sensitive information.
 - Shall be able to be consulted via mobile devices.
 - Shall be easy to use and intuitive.
 - Shall be able to track issues and link them to contract modifications.
 - Shall be able to handle different percentages and non-integer percentages of advance in each of the activities and the projects.
 - Shall be able to provide critical route and near critical path analysis.
 - Shall be able to be a tool for resource planning the resource being the Project managers.
 - Shall be able to be a tool to develop Monte Carlo analysis.
 - Shall be able to provide information for the projects as per the WBS breakdown.
 - Shall be completely web-based.
 - Shall include training for the product for at least 10 people.
 - Shall include implementation and configuration of the system with close coordination with a government designated representative.
 - Shall include Update and Maintenance Support.
 - The monthly cloud services shall be provided for an initial 12 months with additional two (2) option years.
- **Web Server Requirements:**
 1. Must be installed, configured, and running on the IT Infrastructure/Cloud Platform of the PMIS Solution.
 2. The web server shall implement the SSL security protocol.
 3. Ensure that configuration files (such as for clients and listeners) use the correct port for SSL, which is the port configured upon installation. You can run HTTPS on any port, but the standards specify port 443, where any HTTPS-compliant browser looks by default. Or the port can be specified in the URL, for example, (for port 4445):

https://secure.server.dom:4445/ If a firewall is in use, it too must use the same port(s) for secure (SSL) communication

4. Ensure that the SSL mode is consistent for both ends of every communication. For example, between the database on one side and the user or application on the other. The mode can specify that there be client or server authentication only (one-way), both client and server authentication (two-way), or no authentication.
5. Do not remove the encryption from your RSA private key inside your server.key file, which requires that you enter your pass-phrase to read and parse this file.
6. The server shall disable all network services that are not in use such as remote registry services, print server service, RAD etc.
7. Remote access should be restricted to a specific number of IPs or not used at all.
8. Testing Environments shall be done on a separate testing server.
9. Web Application content and server side scripting shall be on a separate drive.
10. Serve shall have antivirus and the latest Security Patches updated daily.
11. All the logs present in a web server, shall be stored in a segregated area. All network services logs, website access logs, database server logs (e.g. Microsoft SQL Server, MySQL, Oracle) and operating system logs should be monitored and checked frequently. The contractor shall be on the lookout for strange log entries. Log files tend to give all the information about an attempt of an attack, and even of a successful attack, but most of the times these are ignored. If the contractor notices strange activity from the logs, this should immediately be escalated to the COR so the issue can be investigated.
12. Unused default user accounts created during an operating system install shall be disabled.
13. Used default user accounts passwords shall be changed.
14. All unused modules and application extension shall be disabled. (e.g A default Apache installation has a number of pre-defined modules enabled, which in a typical web server scenario are not used, unless they are specifically needed. Turn off such modules to prevent targeted attacks against such modules. The same applies for Microsoft's web server; Internet Information Services. By default, IIS is configured to serve a large number of application types, e.g. ASP, ASP.NET and more. The list of application extensions should only contain a list of extensions the website or web application will be using. Every application extension should also be restricted to use specific HTTP verbs only, where possible).
15. Security tools provided with web server software shall be used and reported on weekly.
16. Disable all OS system services and ensure that for each disable service both the UDP and TCP ports are closed.

- **Web Client Requirements:**

1. Use User Authentication for Client Computers to access the system.
2. User Authentication will require a Login and Password unique to each user.
3. Authentication of users must require at least 8 characters with numbers and special characters and shall be required to be changed every 8 weeks.
 - a. The password shall be:
 - a. Not Equal to the Userid.
 - b. Not match any simple word like welcome, account etc...
 - c. Differ from the previous password by at least 3 characters.
4. Lock the account that has not changed the user password after 8 weeks.
5. Lock Accounts with no activity (successful logins) for 3 months.
6. Configure the connection to use SSL.
7. Set up certificate authentication for clients and servers.
8. Lock accounts after 5 consecutive failed log-in attempts.
9. Lock accounts after 3 consecutive failed log-in attempts if connection comes from a new IP address.

- **Data Base Requirements:**

1. Must be installed, configured, and running on the IT Infrastructure/Cloud Platform of the PMIS Solution.
2. Separate user's functional roles in data management.
3. Storage, access, manipulation and transmitting of data must be made using industry standard encryption.
4. Enable Data Dictionary Protection.
5. Practice the principle of least privilege (a user be given only those privileges that are actually required to efficiently and succinctly perform his or her job).
6. Use at least the same authentication requirements as those described for web Clients.
7. OS authentication is not allowed.
8. Turn Remote Authentication Off for DB.
9. Implement the following restrictions on operating system access:
 - a. Limit the number of operating system users.
 - b. Limit the privileges of the operating system accounts (administrative, root-privileged or DBA) on the Oracle Database host (physical machine) to the fewest and least powerful privileges required for each user.

- c. Disallow modifying the default permissions for the Oracle Database home (installation) directory or its contents, even by privileged operating system users or the Oracle owner.
 - d. Restrict symbolic links. Ensure that when any path or file to the database is provided, neither that file nor any part of that path is modifiable by an untrusted user. The file and all components of the path should be owned by the DBA or some trusted account, such as root. This recommendation applies to all types of files: data files, log files, trace files, external tables, files, and so on.
10. Apply Security Patches on a Daily Basis.
11. Restrict the privileges of the listener, so that it cannot read or write files in the database or the Oracle server address space.
12. The administration shall be secured by:
- a. Password Protected listener
 - b. On-line administration shall not be allowed.
 - c. Use SSL when administering the listener.
 - d. Remove the external procedure configuration from the listener.
13. Monitor listener activity and if the contractor notices strange activity from the logs, this should immediately be escalated to the COR so the issue can be investigated.

○ **Network Requirements**

1. Must be installed, configured, and running on the IT Infrastructure/Cloud Platform of the PMIS Solution.
2. Restrict physical access to the network so that attaching devices for listening to, interfering with, or creating communications is not possible.
3. Protect the network access points from unauthorized access. This goal includes protecting the network-related software on the computers, bridges, and routers used in communication.
4. The network shall include a Firewall that is installed outside the network.
5. The firewall shall be configured to only allow safe protocols and applications, or client/server sources needed for the system and no other.
6. Do not leave listener ports for the Data Base open or any other hole in the firewall.
7. Protect against denial of Service Attacks.
8. Encrypt Network traffic between clients and databases and application servers.

○ **Physical Security Requirements:**

1. Must be installed, configured, and running on the IT Infrastructure/Cloud Platform of the PMIS Solution.
2. The Computers related to the system shall be made physically inaccessible to unauthorized users by keeping them in a secure physical environment.
3. There shall be no access points to the intranet network outside the secure physical environment.
4. The environment shall be secured by an access control system that shall only allow access to approved personnel and the system shall keep a log of all personnel that enters or leaves the physical environment this log may be requested by the COR at any time.
5. The environment shall also be monitored via CCTV and recorded; recordings shall be kept for at least 3 months and may be requested by the COR.
6. Personnel Responsible for system administration, sites physical security and data security shall be submitted for certification.

ANNEX B. TRAINING SPECIFICATIONS

Relevant Codes and Standards:

The following publications form a part of this specification to the extent specified herein:

1. PROJECT MANAGEMENT INSTITUTE (PMII).
 - a. PMBOK – Guide.
 - b. The Standard for Program Management.
 - c. The Standard for Portfolio Management.
 - d. OPM3.
2. INTERNATIONAL ORGANIZATION FOR STANDARDIZATION (ISO).
 - a. ISO 21500 Software Product Quality Requirements and Evaluation.
 - b. ISO/TC 258 Project, programme and portfolio management.
3. CONSTRUCTION SPECIFICATIONS INSTITUTE (CSI).
 - a. CSI Master Format
 - b. CSI National CAD Standard
4. UNIFIED FACILITIES GUIDE SPECIFICATIONS (UFGS).
 - a. United Facilities Guide Specifications.
 - b. Unified Master reference.
 - c. Army COE Standards

Where two or more codes provide conflicting information the stringiest requirement will prevail.

The following are the main characteristics of the training:

- Solution Training shall be provided for Oracle Primavera P6 Enterprise Project Portfolio Management System and Oracle Primavera Contract Management System as well.
- Solution Training shall be Instructor-Led, so that students attend in person.
- Solution Training shall emphasize hands-on exercises in live software environment.
- Oracle Primavera P6 Enterprise Project Portfolio Management (P6 EPPM) Fundamentals Training shall cover basic project management from project creation through execution in Primavera's Web-based application. Learn to: Create a project;

- build a Work Breakdown Structure and add activities; schedule and baseline; assign resources; and resolve schedule delays.
- P6 EPPM Advanced Training shall focus on portfolio management and resource management in Primavera's Web-based application. Learn to: Create portfolios; view return-on-investment data; use earned value; capacity planning; and waterline analysis; analyze resource usage; use high-level resource planning; level resources; create scorecards, query-based portfolios, investor maps, and dashboards; configure analytical environment to evaluate each investment.
 - Primavera P6 Application Administration Training shall cover how to use Primavera's Web-based application to create structures and configure data to support an enterprise implementation of P6. Learn to: Build Enterprise Project Structure and Organizational Breakdown Structure; create users and configure security; create enterprise data and default settings.
 - Primavera P6 Reporting with BI Publisher Training shall cover how to use BI Publisher to generate reports in P6. Learn to: Use existing data models and create new data models; format reports and use sample reports; analyze and use the P6 Extended Schema.
 - Primavera P6 Analytics Training shall cover how to use P6 project management data to create basics analysis; create filters; build gauge views and pivot tables; add content to dashboards; use agents, actions, and alerts; status activities and submit/review timesheets.
 - Oracle Primavera Contract Management System Training shall focus on project cost control and document management. Learn to: Log and track submittals; record project communication; award procurement items; use contracts; purchase orders and trends.
 - Both P6 EPPM and Primavera Contract Management Systems Training shall be provided during six (6) business days in such a way that attendance will be Tuesdays and Thursdays from 8h to 17h.
 - Training shall be done with one (1) computer per person.
 - Training shall include a post-training technical support related to three (3) study cases of INL projects.
 - Contractor shall deliver Training completion certificates to each trainee for Oracle Primavera P6 Enterprise Project Portfolio Management System as well as Oracle Primavera Contract Management System.

ANNEX C. COST PROPOSAL

a. BASE YEAR

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	BASE YEAR PRICE (QUANTITY * UNIT PRICE)
1	Upgrade of Oracle Primavera P6 Enterprise Project Portfolio Management System into 16.2 version, as well as Oracle Primavera Contract Management & Business Intelligence Publisher Edition into 14 version. Integration of current projects into new Database's version	Day	7		
2	If proposed by the Contractor, Migration of Web-based Primavera Applications, Web Service, Database Service, Backup Service, Security System, and Networking Platform into new Cloud Platform/IT Infrastructure	Global Unit	1		
3	Monthly Microsoft Azure Cloud Platform Services, including Technical Maintenance and Support	Month	12		
4	Renewal of Oracle Primavera Software Update License and Support Services under the Service Number assigned to the U.S. Embassy	Month	12		
5	Training of Oracle Primavera P6 Enterprise Project Portfolio Management 16.2 and Oracle Primavera Contract Management & Business Intelligence Publisher Edition 14	Person	10		

BASE YEAR TOTAL: \$ _____

b. OPTION YEAR 1

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	OPTION YEAR 1 PRICE (QUANTITY * UNIT PRICE)
6	Monthly Microsoft Azure Cloud Platform Services, including Technical Maintenance and Support	Month	12		
7	Renewal of Oracle Primavera Software Update License and Support Services under the Service Number assigned to the U.S. Embassy	Month	12		

OPTION YEAR 1 TOTAL: \$ _____

c. OPTION YEAR 2

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	OPTION YEAR 2 PRICE (QUANTITY * UNIT PRICE)
8	Monthly Microsoft Azure Cloud Platform Services, including Technical Maintenance and Support	Month	12		
9	Renewal of Oracle Primavera Software Update License and Support Services under the Service Number assigned to the U.S. Embassy	Month	12		

OPTION YEAR 2 TOTAL: \$ _____

GRAND TOTAL (BASE YEAR TOTAL + OPTION YEAR 1 TOTAL + OPTION YEAR 2 TOTAL): \$ _____

IMPORTANT

The Contractor shall submit all information under proposal information. Lack and/or omission of such technical information shall render the proposal invalid and the proposal shall not be taken into consideration during the solicitation process.