U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

ADMINISTRATIVE APPLICATION SYSTEMS

REHOST PLAN

ALMRS / Modernization Project

Version 4-15-93

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
SERVICE CENTER
DENVER FEDERAL CENTER, BUILDING 50
P.O. BOX 25047
DENVER, COLORADO 80225-0047

In Reply Refer To:
1266 (SC-313)

April 26, 1993

Information Bulletin No. SC-93-185

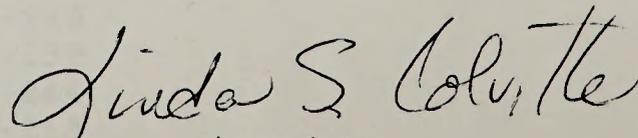To: See Distribution List

From: Service Center Director

Subject: Administrative Application Systems Rehost Plan

Please review the attached Administrative Application Systems
Rehost Plan for workload impact to your organization. The listed
time frames are approximations because delivery dates of work
packages are estimates. In addition, after the contractor
provides a Rehost Plan with schedule and delivery dates for
rehosted applications, we will provide exact time frames for user
reviews.

User representatives and State users will be impacted by efforts
to develop test descriptions (test cases) and formal pilot office
(Beta) testing (test data conversion and test applications at the
Service Center (SC)). User representatives and programmers will
be responsible for review of preliminary and detailed design.
The primary role of the test and evaluation operational
performance phase is to test access to Bureauwide applications,
network performance, security, and backup capabilities. This
phase will require the services of the IRM chief and the State
Bureauwide application users. The ALMRS/Modernization Project
Office will conduct acceptance testing at the SC for Bureauwide
systems. As a result, some user representatives and State users
will be required to assist the SC in completion of test cases and
acceptance testing. Please use this Plan in your own planning
for workload and task assignments.

Questions regarding this request may be referred to Daryl Koncer,
Administrative Systems Rehost Manager, (303) 236-6493, or
Mel Valerio, Chief, Transition Section, (303 236-8232.

Linda S Colville
Associate

1 Attachment
    1 - Administrative Application Systems Rehost Plan,
        Revision 2, April 15, 1993 (72 pp)

ADMINISTRATIVE APPLICATION SYSTEMS REHOST PLAN

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ADMINISTRATIVE APPLICATION SYSTEMS REHOST PLAN

1 INTRODUCTION

1.1 Charter

The Administrative Application Systems Rehost Project must rehost Bureauwide Administrative SIP I & II and State-unique administrative systems to the modernization contractor hardware/software platform. This will include delivery of all requirements, software, documentation and task orders to the contractor. This will also include development of acceptance procedures to ensure data conversion integrity, software meeting the same functional/application capabilities and contractual requirements. Work effort and job skills needed for reviewing of contractor deliverable products will be identified in the Plan.

1.2 Objectives

- Provide complete documentation to award-winning contractor
- Ensure all application systems functionality is rehosted
- Qualified BLM personnel will review and test contract deliverables
- Data conversion cost kept to a minimum

1.3 Constraints

1.3.1 Budget

Software development costs must be restricted to budgeted allocations.

1.3.2 Schedule

1.3.3 RFP Requirements

1.3.4 User Agreements

1 CONVERSION PLANNING & ANALYSIS (04070001)

1.1 Establish Rehost Workgroup Activities (04070002)

The Rehost Workgroup will establish procedures to ensure that program documentation and software components are complete for turnover to the modernization contractor. This group will also determine quality reviews of contractor deliverable products, skills required (user representatives/programmers) and work months needed for these quality reviews. The Rehost Workgroup will consist of liaison/representatives from each functional area involved in rehosting Administrative Systems. These members included representatives from Programming (SIP I & II), Data Administration, Database Administration, Configuration Management, and Request for Proposal (RFP) designated tools (CASE, Unix, Online Teleprocessing).

1.1.1 Develop Monthly Project Management/Reporting Account (04070003)

Develop planning standards, quality assurance, design issues, identify Rehost Workgroup, develop discussion agenda, compile results and establish new team members according to requirements.

1.1.1.1 Skills

Rehost Manager with designated team members from SIP I, SIP II, Data Administration, Configuration Management, Administrative Systems Support, Database, etc.

1.1.1.2 Schedule

Start Date - 08/26/92
End Date   - 12/11/93
Duration   - 5 months
1 day per status report

1.1.1.3 Dependencies - None

1.1.1.4 Deliverables

Monthly rehost status report
Discussion results, procedures for work packages, quality review of current work package components, design approaches for evaluation of contractor deliverables.

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MARC Information Report

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000	00000naa 2200000 4500
001	201
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005	20170222114312.4
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260	#aDenver, Colo. :#bU.S. Department of the Interior, Bureau of Land Management,#c1993.
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651 7	#aUnited States.#2fast#0(OCoLC)fst01204155
710 1	#aUnited States.#bBureau of Land Management.

1.1.2 Develop Memorandum to Request and Justify Rehost Workgroup Services (04070004)

1.1.2.1 Skills

Rehost Manager

1.1.2.2 Schedule

Start Date - 08/03/92
End Date   - 08/14/92
Duration   - 9 Days

1.1.2.3 Dependencies - None

1.1.2.4 Deliverables

Rehost Workgroup memo.

1.1.3 Develop Task Order Criteria (04070005)

Standards, testing procedures, work package procedures, change control procedures, identify contractor deliverables and evaluation criteria for evaluating contract deliverables.

1.1.3.1 Skills

Rehost Manager with team members from SIP I, SIP II, Data Administration, Configuration Management, Administrative Systems Support, Database, etc.

1.1.3.2 Start Date - 08/26/92
End Date   - 10/30/92
Duration   - 2 months

1.1.3.3 Dependencies

Develop monthly Project Management/Reporting Account.

1.1.3.4 Deliverables

Task order criteria, testing procedures, work packages procedures, standards, contract deliverable evaluation criteria.

1.2 Develop Test and Evaluation Procedure (04070006)

The purpose of the Test and Evaluation Workgroup is to generate and provide a test procedure to verify the quality of Rehosted software. The product from this workgroup is a Test and Evaluation Master Plan (TEMP). From the ALMRS/Modernization TEMP we will identify the requirements for the Administrative Systems Test Procedure.

1.2.1 Skills

Rehost Manager

1.2.2 Schedule

Start Date - 10/06/92
End Date   - 11/30/92
Duration   - 2 months

1.2.3 Dependencies - None

1.2.4 Deliverables

Test and Evaluation Master Plan

1.3 Establish User Acceptance Group (04070007)

1.3.1 Assign User Representatives (04070008)

User representatives will be assigned for each administrative application system being rehosted.

1.3.1.1 Skills

Rehost Manager, SIP I & II Managers

1.3.1.2 Schedule

Start Date - 09/01/92
End Date   - 11/30/92
Duration   - 3 months

1.3.1.3 Dependencies

Develop monthly Project Management/Reporting Account.

1.3.1.4 Deliverables

Assign acceptance team members to review contract deliverables.

1.3.2 Assign Programmers (04070009)

1.3.2.1 Skills

Rehost Manager, SIP I and II Manager

1.3.2.2 Schedule

Start Date - 01/25/93
End Date   - 03/18/93
Duration   - 2 weeks

1.3.2.3 Dependencies

Assign user representatives.

1.3.2.4 Deliverables

Assign programmers to review Rehosted System deliverables.

1.4 Determine Priority for Rehosted Systems (04070010)

Rehost Workgroup with assistance from the acceptance group will
determine priorities for rehosting administrative systems. SIP I
and SIP II managers must meet with user representatives to
determine system priorities. Rehost Manager will participate in
meetings.

1.4.1 Skills

Rehost Manager, SIP I & II Managers, User Representatives

1.4.2 Schedule

Start Date - 01/11/93
End Date   - 03/01/93
Duration   - 2 weeks

1.4.3 Dependencies

Establish User Acceptance Group.

1.4.4 Deliverables

System priorities, resource planning.

1.5 Establish Rehost Operating Procedures (04070011)

Procedures will be part of the information provided to the contractor under task order. These procedures will be guidelines for the modernization contractor to develop operational procedures.

1.5.1 Provide Software Change Control Procedure (04070012)

Changes after requirements/software have been baselined must be applied to rehosted software. SC-340 (Joe Strong) has written a change control procedure. Only regulatory and major bug fixes will be allowed on Honeywell after contract award. After government acceptance of converted software systems, SC-340 will take the responsibility for changes on the modernization platform.

1.5.1.1 Skills

Rehost Workgroup, SIP I & II Managers, User Representatives

1.5.1.2 Schedule

Start Date - 09/01/92
End Date   - 11/30/92
Duration   - 2 months

1.5.1.3 Dependencies

Develop task order criteria.

1.5.1.4 Deliverables

Software change control procedure.

1.5.2 Provide Standards (04070013)

1.5.2.1 Provide Operational Standards (04070014)

Operations Handbook should be used as a guideline for the contractor. This should be included with Administrative Services Rehost Plan task order. SC-340 (Joe Strong) division will

actually write new modernization operational procedures. The
Rehost Manager is coordinating this with the Division of Systems
Operations/Maintenance and Support Services pilot test group.
They said this procedure will not be ready for contract award.

1.5.2.1.1 Skills

Rehost Manager, SIP I & II Configuration Management

1.5.2.1.2 Schedule

Start Date - 10/01/92
End Date   - 11/30/92
Duration   - 2 months

1.5.2.1.3 Dependencies

Develop task order criteria.

1.5.2.1.4 Deliverables

Operational procedures for task order.

1.5.2.2 Provide Design/Software Standards (04070015)

Software Engineering Technology (SET) procedures will be used for
design/software standard. SIP I will use the Branch of Computer
Applications Maintenance Services version of SET. SIP II will
use the July 28, 1992, version of SET.

1.5.2.2.1 Skills

Rehost Workgroup

1.5.2.2.2 Schedule

Start Date - 09/01/92
End Date   - 09/30/92
Duration   - 1 month

1.5.2.2.3 Dependencies

Develop task order criteria.

1.5.2.2.4 Deliverables

Design/software standard for task order.

1.5.2.3 Provide Dictionary (04070016)

Naming standards are outlined in SET, page 29, but actual names
will be documented by Data Administration (Melanie Rhinehart).
FIPS 156 documents standard for function requirements. Memo:
Standard Naming Convention Policy for Data Elements, dated
12/10/92, documents naming standards. The memo standards will
only apply to redesigned Data Dictionary. Data Administration
will document Administrative and Records Release II elements
only. Any data changes to the new dictionary will come under new
data operational procedures developed by SC and WO Data
Administration.

1.5.2.3.1 Skills

Data Administration

1.5.2.3.2 Schedule

Start Date - 10/01/92
End Date   - 11/30/92
Duration   - 2 months

1.5.2.3.3 Dependencies

Develop task order criteria.

1.5.2.3.4 Deliverables

Dictionary standard for task order.

1.5.2.4 Provide Database Naming Standards (04070017)

Naming standards are outlined in SET. Even though SET is written
for COBOL, naming conventions can be used when technically
feasible on the modernization platform. Pages 19 and 29 of the
SET reference these standards.

1.5.2.4.1 Skills

Rehost Workgroup

1.5.2.4.2 Schedule

Start Date - 10/01/92
End Date   - 11/30/92
Duration   - 2 months

1.5.2.4.3 Dependencies

Develop task order criteria.

1.5.2.4.4 Deliverables

Database standard for task order.

1.5.2.5 Provide Online Teleprocessing Standards (04070018)

There appears to be no standard for online screens. There is a
Division of Systems Engineering User Interface Standards Handbook
which was used for an Oracle (DB) application. A Graphical User
Interface (windows) capability will be provided. How much of
this capability will be determined at design stage. GUI design
approach may dictate a screen entry standard.

1.5.2.5.1 Skills

Rehost Workgroup

1.5.2.5.2 Schedule

Start Date - 10/01/92
End Date   - 11/30/92
Duration   - 2 months

1.5.2.5.3 Dependencies

Develop task order criteria.

1.5.2.5.4 Deliverables

Online teleprocessing standard for task order.

1.5.2.6 Provide List of Critical Contractor Deliverable Reviews (04070019)

DOD-STD-2167A was used as a guideline for determining contract
deliverables. More so, the condition of provided documentation

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determined the level of detail required of reviews. Example: If
SIP II does not produce a test plan, a review of contractor test
plan will be required.

1.5.2.6.1 Skills

Rehost Workgroup

1.5.2.6.2 Schedule

Start Date - 10/01/92
End Date   - 10/30/92
Duration   - 1 months

1.5.2.6.3 Dependencies

Develop task order criteria.
Develop Test and Evaluation Procedure.

1.5.2.6.4 Deliverables

Critical deliverable review standard for task order.

1.5.3 Develop Data Conversion Procedure (04070020)

The contractor must propose a Data Conversion Plan, but the
Rehost Workgroup must determine task order criteria, review, and
recommend approval of contractor proposed Data Conversion Plan.
The government will determine contract deliverables to ensure
complete accuracy of data conversion. For example, what type of
reports will be required as evidence?

1.5.3.1 Identify Master Files (04070021) - Milestone

This task will include an inventory list and formats of all DMIV
and other files to be converted. COBOL and Utility programs will
be developed to download and convert all elements containing
comp, comp-4, comp-6 to flat files (display format).
Administrative Systems Support Section (Rick Graham) is preparing
COBOL and utility programs for this conversion. A flat file for
all SIP I and II systems will be delivered to the contractor for
testing. This will include DMIV files.

1.5.3.1.1 Skills

SIP I & II Configuration Management, Data Administration, Records
Management
Full Time - Rick Graham - 2 weeks

1.5.3.1.2 Schedule

Start Date - 02/16/93
End Date   - 02/21/93
Duration   - 2 weeks

1.5.3.1.3 Dependencies - None

1.5.3.1.4 Deliverables

Inventory and format descriptions for master files. Conversion
programs to convert DMIV and master files to flat files for all
SIP I and II systems.

1.5.3.2 Identify Archive Files (04070022) - Milestone

Inventory of historical files will be provided by SC-340 and
determination of retention by SC-210. Matt Krimmer (SC-343B) and
Doris Hanley (SC-343B-2) will develop a memorandum and maintain
inventory of historical and archived ASPEN files that need to be
moved to the modernization platform. Note: To ensure historical
and ASPEN files are in compatible format, these files must be
converted to display format. Utility programs will be written by
SC-340 to upload files. After contract award, we need to
reexamine this issue.

1.5.3.2.1 Skills

SIP I & II Configuration Management, Data Administration, Records
Management
Full Time - Doris Hanley - 2 weeks

1.5.3.2.2 Schedule

Start Date - 03/01/93
End Date   - Award Date

1.5.3.2.3 Dependencies - None

1.5.3.2.4 Deliverables

Inventory and format descriptions for archive files. Conversion programs to convert archive files to flat files for all SIP I and II systems.

1.5.3.3 Review Lists and Formats for Master Files (04070023)

This task will verify accuracy and completion of all master files.

1.5.3.3.1 Skills

Rehost Workgroup

1.5.3.3.2 Schedule

Start Date - 03/01/93
End Date   - Award Date
Duration   - 1 week

1.5.3.3.3 Dependencies

Identify master files.

1.5.3.3.4 Deliverables

Master file list and formats.

1.5.3.4 Procedures to Perform Data Conversion (04070024)

A test procedure needs to be developed to ensure that data conversion was tested. For example, parallel reports, data sampling, and ad hoc queries by user representatives can be run.

1.5.3.4.1 Skills

Rehost Workgroup

1.5.3.4.2 Schedule

Start Date - 01/25/93
End Date   - 03/05/93
Duration   - 1 week

1.5.3.4.3 Dependencies

Develop task order criteria.

1.5.3.4.4 Deliverables

Data conversion procedure for task order.

1.5.3.5 Develop Data Element Dictionary (DED) Procedures (04070025)

How will BLM deliver Data Dictionary (DD) as baseline for testing and implementation? Currently, the DD functions as a Data Element Dictionary only. RFP specifies FIPS Pub 156 which implies more relational capabilities. Current functional capabilities will be specified by the Software Requirements Specification (SRS) which is a SIP Phase II deliverable. Individual Interface Requirements Specifications will be prepared for all SIP I and II systems that use the DED for code validation and conversion. This will also include reporting capabilities. Numerous reports exist to support the DED. Barney Poole has utility program to download current DED into transaction format. Task order for DD needs a great deal of inspection and review. Its functional capabilities are critical to support of existing administrative systems.

1.5.3.5.1 Skills

Rehost Manager, Data Administration

1.5.3.5.2 Schedule

Start Date - 11/30/92
End Date   - 12/11/92
Duration   - 2 weeks

1.5.3.5.3 Dependencies

Develop task order criteria.

1.5.3.5.4 Deliverables

Data Element Dictionary procedure for Rehost.

1.5.3.6 Complete Data Conversion Procedures (04070026)

1.5.4 Develop Testing Procedures (04070027)

1.5.4.1 Develop Acceptance Criteria (04070028)

This should include a percentage of rehosted code that must be tested for functional requirements. It should also include acceptable performance for user response time, batch processing, file transfer on network and backup operational performance.

1.5.4.1.1 Skills

Rehost Workgroup

1.5.4.1.2 Schedule

Start Date - 12/01/92
End Date   - 12/11/92
Duration   - 2 weeks

1.5.4.1.3 Dependencies

Develop test and evaluation procedure.

1.5.4.1.4 Deliverables

Acceptance criteria for rehost activities.

1.5.4.2 Identify Critical Review Procedures (04070029)

This will describe how BLM conducts reviews of contractor deliverable products and independent reviews conducted in pilot office testing. These reviews are essential for planning assigned people to reviews.

1.5.4.2.1 Skills

Rehost Manager

1.5.4.2.2 Schedule

Start Date - 12/11/92
End Date   - 12/25/92
Duration   - 2 weeks

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1.5.4.2.3 Dependencies

Develop acceptance criteria.

1.5.4.2.4 Deliverables

Critical review procedure for contract deliverables.

1.5.4.3 Complete Testing Procedures (04070030)

1.5.5 Evaluate Security Procedures (04070031)

The RFP, SRS, and SIP I and II documentation will be evaluated. Demonstrations of user interface will be used to evaluate actual security levels.

1.5.5.1 Skills

Rehost Manager, Rehost Workgroup

1.5.5.2 Schedule

Start Date - 01/04/93
End Date   - 01/15/93
Duration   - 2 weeks

1.5.5.3 Dependencies

Develop task order criteria.

1.5.5.4 Deliverables

Security requirements for Rehost activities.

1.5.6 Develop Administrative System Certification Procedures (04070032)

This will describe how and who will certify rehosted systems.

1.5.6.1 Develop Certification Procedures (04070033)

Application certification must include review by SIP I and SIP II managers as well as a user representative and programmers. This certification is required before the contractor can be paid for each administrative application system.

1.5.6.1.1 Skills

Rehost Workgroup

1.5.6.1.2 Schedule

Start Date - 01/04/93
End Date   - 01/15/93
Duration   - 2 weeks

1.5.6.1.3 Dependencies

Develop test and evaluation procedure.

1.5.6.1.4 Deliverables

Certification procedure for sponsor.

1.5.6.2 Develop System Transfer/Turnover Procedures (04070034)

System transfer/turnover procedure will document when the administrative system is to be released for production processing by the State. This procedure is for turnover to the O&M owners.

1.5.6.2.1 Skills

Rehost Manager

1.5.6.2.2 Schedule

Start Date - 01/25/93
End Date   - 01/29/93
Duration   - 1 week

1.5.6.2.3 Dependencies

Develop certification procedure.

1.5.6.2.4 Deliverables

System transfer/turnover procedure for owner acceptance.

1.5.6.3 Complete Admin System Certification Procedures (04070035)

2 WORK PACKAGE IDENTIFICATION AND PREPARATION (04070036)

Purpose

Work package identification and preparation consists of
definition of what is a work package; identification of all
programs, files, documentation, test data, establishment of an
inventory and control system for the work packages and review of
work package completeness.

2.1 Assemble State-Unique Administrative System Work Package (04070037)

2.1.1 Establish Standards for SO Work Packages (04070038)

Standards for State Office work packages are established.
Contract estimated costs for rehosting will be determined. The
purpose is to provide a uniform standard that is consistent with
current BLM documentation. This will reduce modernization
contractor's efforts. One standard will reduce modernization
contractor's analysis of documentation.

2.1.1.1 Skills

Rehost Workgroup

2.1.1.2 Schedule

Start Date - 08/03/92
End Date   - 08/11/92
Duration   - 9 Days

2.1.1.3 Dependencies - None

2.1.1.4 Deliverables

SO work package standard.

2.1.2 Send Memo for List of SIP System (04070039)

Obtain work package of SIP systems targeted for rehosting at
State Offices by this contract. This included estimated costs
for rehosting and standards for work package.

2.1.2.1 Skills

Rehost Manager

2.1.2.2 Schedule

Start Date - 08/12/92
End Date   - 09/08/92
Duration   - 19 Days

2.1.2.3 Dependencies

Establish standards for SO work packages.

2.1.2.4 Deliverables

Updated State Office unique-list and work package memo.

2.1.3 Send Memo for State Plan (04070040)

We need the States to develop a plan for their State-unique systems. They need to evaluate the level of effort for the conversion in determining whether State programmers or a contractor will be needed.

2.1.3.1 Skills

Rehost Manager

2.1.3.2 Schedule

Start Date - 01/04/93
End Date   - 01/08/93
Duration   - 1 week

2.1.3.3 Dependencies

Memo for rehosting State-unique plan.

2.1.3.4 Deliverables

State plan for rehosting State-unique memo.

2.1.4 Review SO Work Package (04070041)

This review will consist of reviewing for SET standards and completeness of State-unique systems work package. Nevada is the only State that may use the modernization contractor for rehosting. As of this printing they have not completed their analysis to determine if the modernization contractor will be used. We asked for their analysis in November.

2.1.4.1 Skills

Rehost Manager

2.1.4.2 Schedule

Start Date - 02/01/93
End Date   - 02/12/93
Duration   - 2 weeks

2.1.4.3 Dependencies

Send memo for State plan for rehosting State-unique systems.

2.1.4.4 Deliverables

Authorized SO work package.

2.1.5 Complete State-Unique Work Package (04070042) - Milestone

All States have decided to use their own resources to rehost State-unique systems.

2.2 Assemble Bureauwide Administrative Systems Work Package (04070043)

2.2.1 Establish Work Package Procedures (04070044)

SIP I has this primary responsibility. SIP II has an SRS and IRS. SIP I has an assortment of documentation, source listings, tapes, etc., that has been defined. This inventory is maintained and controlled by Corrine Rhodes and Doris Hanley.

2.2.1.1 Skills

SIP I & II Configuration Management Manager

2.2.1.2 Schedule

Start Date - 11/23/92
End Date   - 11/27/92
Duration   - 1 week

2.2.1.3 Dependencies

Develop task order criteria.

SIP I and II completed work package.

2.2.1.4 Deliverables

Bureauwide administrative work package procedure.

2.2.2 Review Bureauwide SIP I Work Packages (04070045) (sample)

This would include assembly of all work packages and review.
This documentation must be reviewed for SET standards, external
interfaces and security requirements. SIP I does not document
security requirements.

2.2.2.1 Skills

2 Systems Analysts in SIP I & II

2.2.2.2 Schedule

Start Date - Award - .5
End Date   - Award + 1
Duration   - 2 weeks

2.2.2.3 Dependencies

Establish work package procedures.

2.2.2.4 Deliverables

Reviewed Bureauwide SIP I work package, quality assurance of work
package.

2.2.3 Procedure for Turnover to Contractor (04070046)

How work package and task orders will be sent to contractor.
The considerable volume of documentation plus contractual task
order must be organized and delivered together to the
modernization contractor. Much of the documentation is
physically stored with SIP II Project, Configuration Management
(SC-342), and Production Library (SC-343C).

2.2.3.1 Skills

Rehost Manager

2.2.3.2 Schedule

Start Date - Award - 0.5
End Date   - Award Date
Duration   - 1 week

2.2.3.3 Dependencies - None

2.2.3.4 Deliverables

Work package procedure for turnover to contractor.

2.2.4 Assemble SIP I Work Package (04070047)

SIP I Configuration Management must assemble work packages for
eleven systems. This requires a great deal of effort to assemble
Software Product Specification, Version Description Document,
Software Test Description, Production Library Room Book, Software
Users Guide, System Flowchart, JCL, Structure Diagram, Test Data
and Source Listings. Hard copies, diskettes and tapes must be
produced.

2.2.4.1 Skills

SIP I Configuration Management

2.2.4.2 Schedule

Start Date - Award + 1
End Date   - Award + 1 1/2
Duration   - 2 weeks

2.2.4.3 Dependencies

Review Bureauwide work packages.

2.2.4.4 Deliverables

Actual SIP I Bureauwide work packages delivered to contractor.

2.2.5 Review Bureauwide SIP II Work Packages (04070048) (sample)

This would include assembly of all work packages and review.
This documentation must be reviewed for SET standards, external
interfaces and security requirements. SIP II must document
security requirements. There is an external interface for
Bond/Surety with Records Release II. Some Online screen/edit
functions reside on DPS6. These need inspection. RETARS has
distributed (State) resident front end application software. Two
files FY 93 and holiday are centrally located on the DPS8000.
The DPS6 has a contingency (backup system) function.

2.2.5.1 Skills

2 Systems Analysts in SIP I & II

2.2.5.2 Schedule

Start Date - 03/22/93
End Date   - 07/30/93
Duration   - 2 weeks

2.2.5.3 Dependencies

Establish work package procedures.

2.2.5.4 Deliverables

Reviewed Bureauwide SIP II work package, quality assurance of
work package.

2.2.6 Assemble SIP II Work Package (04070049)

SIP II Configuration Management must assemble work packages that
are complete. This requires a minimal amount of effort to
assemble a software and interface requirements document. The
Data Element Dictionary (DED) software requirements document must
be ready for delivery with SIP I documentation.

2.2.6.1 Skills

SIP II Configuration Management

2.2.6.2 Schedule

Start Date - 04/02/93
End Date   - 07/30/93
Duration   - 1 week

2.2.6.3 Dependencies

Review Bureauwide work packages.

2.2.6.4 Deliverables

Actual SIP II Bureauwide work packages delivered to contractor.

2.2.7 Complete Assembly Bureauwide Admin Package (04070050) -
Milestone

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3 PRE-AWARD ACTIVITIES (04070051)

General skills that are needed will include knowledge of work orders, contracting knowledge and knowledge of BLM requirements.

3.1 Develop Administrative Services Rehosting Guidelines (04070052)

The Administrative Services Rehosting guidelines will contain standards and procedures for BLM design and software conversion. The standards will include operations handbook, Data Dictionary change procedures and names, database names, critical product reviews, and testing. Before the contractor can recommend design approaches, they will need the ground rules of how BLM operates. These guidelines will include delivery date and work months for negotiation with the contractor. The contractor will produce an Administrative Services Rehosting Plan based on these guidelines.

3.1.1 Skills

Rehost Manager, Configuration Management, knowledge of procedures and standards for design, software, dictionary, database, teleprocessing, critical product reviews, and testing.

Full time - 1 week
Technical Manager

3.1.2 Schedule

Start Date - Award - 2.5
End Date   - Award - 2
Duration   - 2 weeks

3.1.3 Dependencies

Establish rehost operating procedures.

3.1.4 Deliverables

Develop Administrative Services Rehosting guidelines.

3.2 Develop Data Conversion Guidelines (04070053)

The contractor will be required to produce a Data Conversion Task that ensures complete integrity of BLM Data (master and historical files). To ease this conversion, BLM has SIPed most

of SIP I systems which means that most COMP, COMP-4, COMP-6 fields have been converted to display format and files will be in flat file format. SIP II has DMIV databases. These DMIV databases can be converted to flat files. BLM will deliver master files (in flat file format) to the contractor to use as baseline files for testing. The contractor must produce reports of baseline files and a report of uploaded modernization database. These guidelines will include delivery date and work months for negotiation with contractor. The data conversion plan must demonstrate that all data has been converted and the contractor has a correct interpretation of elements and their business use.

This task will be separated into 3 subtasks:

1)   Develop Data Conversion Plan
2)   Convert Data
3)   Comparison Report

3.2.1 Skills

Rehost Manager, Configuration Management, Data Administration, Records Management, knowledge of master files and archive files and their formats to be rehosted to new hardware/software platform. Also, knowledge of reports to be used to verify data conversion.

Full time - 1 week
Data Administrative Manager
Database Manager
Honeywell Technician
Data Conversion Technician

3.2.2 Schedule

Start Date - Award - 2
End Date   - Award - 1 1/2
Duration   - 2 weeks

3.2.3 Dependencies

Conversion planning & analysis.
Establish rehost operating procedures.
Data conversion procedure.

3.2.4 Deliverables

Data conversion guidelines.

3.3 Receive Transition Guidelines (04070054)

The contractor shall develop, implement and maintain a transition plan for migrating from BLM current environment to the provided target system. The Hardware/Software Telecommunications section, SC-312, will be assigned this task.

3.3.1 Skills

Hardware/Software Telecommunications Section

3.3.2 Schedule

Start Date - Award - 1.5
Due Date   - Award - 1
Duration   - 2 weeks

3.3.3 Dependencies

Conversion planning & analysis
Establish rehost operating procedures

3.3.4 Deliverables - None

3.4 Receive Security Management Guidelines (04070055)

The RFP and SRS do not document all security requirements of the current system. RFP language is open for interpretation. The SRS will document security that is imbedded in software code for SIP II. SIP I does not have security documentation. Levels of security outside of application code will be documented to ensure the same functionality of the current system. It's important to note that TP and file access method for flat files have unique security restrictions controlled by user representatives. The Hardware/Software Telecommunications Section will develop security management guidelines.

3.4.1 Skills

Full time - 2 days
Security Officer
Hardware/Software Telecommunications Section

3.4.2 Schedule

Start Date - Award - 1.5
Due Date   - Award - 1
Duration   - 2 weeks

3.4.3 Dependencies

Security procedure.

3.4.4 Deliverables - None

3.5 Reserved

3.6 Develop Rehost SIP I Systems Guidelines (04070057)

This will include standards for documentation and software,
change control procedures, testing, data conversion integrity,
reporting, updated user guides, and BLM critical reviews of
modernization contractor deliverables. Several SIP I systems
(Cadastral Survey, Personal Property, Fire Reporting) were
identified as having Honeywell TP online coding. The Transaction
Processing (TP) portion has not been SIPed. An SRS should be
completed by SC-342. These guidelines will include delivery
dates and work months for negotiation with contractor.

3.6.1 Skills

Rehost Manager, Configuration Management, Systems Analyst from
SIP I
Full time - 2 weeks
SIP I Configuration Management - 2 people

3.6.2 Schedule

Start Date - Award - 2
End Date   - Award - 1.5
Duration   - 2 weeks

3.6.3 Dependencies

Provide standards; develop testing procedures.

3.6.4 Deliverables

Rehost SIP I systems guidelines.

3.7 Develop Rehost SIP II Systems Guidelines (04070058)

BLM will prepare a test plan for the contractor. The contractor
will produce a preliminary and detailed design, updated user
guides, and new rehosted software. All SRS and IRS documentation
will be ready at contract award except Material Disposal System,
Wildlife, Wild Horse and Burro, and NIFC Fire Management Plan.
All work will have scheduled delivery dates to ensure 11 SIP
systems are rehosted by the contractor in 9 months. These
guidelines will include delivery dates and work months for
negotiation with the contractor.

3.7.1 Skills

Rehost Manager, Configuration Management, Systems Analyst from
SIP II
Full time - 2 weeks
SIP II Configuration Management Manager - 1 person

3.7.2 Schedule

Start Date - Award - 1.5
End Date   - Award - 1
Duration   - 2 weeks

3.7.3 Dependencies

Provide standards; develop testing procedures.

3.7.4 Deliverables

Rehost SIP II systems guidelines.

3.8 Develop Rehost Maintenance Guidelines (04070059)

The Division of Systems Operations/Maintenance and Support
Services (DSOMSS) has assumed all maintenance responsibilities
for the rehosted modernization systems after user acceptance.
After all changes that occur after baseline software (SIP I) or
SRS (SIP II) has been turned over to the contractor and has been
rehosted, DSOMSS will install all 1260's on modernization systems
to be consistent with Honeywell systems.

3.9 Complete Pre-Award Activities (04070060) - Milestone

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4 AWARD DATE (04070061)

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5 NEGOTIATE PLAN PROPOSALS (04070062)

Contractor will submit proposals for plans. This will include work months and costs for conversions and design solutions. The government will negotiate the acceptability of work months and costs to the government.

5.1 Negotiate Administrative Services Rehosting Plan (04070063)

5.1.1 Skills

Rehost Manager, Contract Officer, Budget Analyst -- all of whom will require contract negotiation skills, intimate knowledge of RFP, understanding systems design, project schedule, knowledge of reasonable amount of work effort needed and costs for task completion.

5.1.2 Schedule

Start Date - Award + .5
End Date   - Award + 1
Duration   - 2 weeks

5.1.3 Dependencies

Develop Administrative Services Rehosting guidelines.

5.1.4 Deliverables

Administrative Rehosting Negotiation.

5.2 Negotiate Data Conversion Plan (04070064)

5.2.1 Skills

Rehost Manager, Contract Officer, Budget Analyst -- all of whom will require contract negotiation skills, intimate knowledge of RFP, understanding systems design, project schedule, knowledge of reasonable amount of work effort needed and costs for task completion.

5.2.2 Schedule

Start Date - Award + 1.5
End Date   - Award + 2
Duration   - 2 weeks

5.2.3 Dependencies

Develop data conversion plan guidelines.

5.2.4 Deliverables

Data conversion negotiation.

5.3 Negotiate Transition Plan (04070065)

5.3.1 Skills

Rehost Manager, Contract Officer, Budget Analyst -- all of whom
will require contract negotiation skills, intimate knowledge of
RFP, understanding systems design, project schedule, knowledge of
reasonable amount of work effort needed and costs for task
completion.

5.3.2 Schedule

Start Date - Award + 1.5
End Date   - Award + 2
Duration   - 2 weeks

5.3.3 Dependencies

Develop transition guidelines.

5.3.4 Deliverables

Transition negotiation.

5.4 Negotiate Security Management Plan (04070066)

5.4.1 Skills

Rehost Manager, Contract Officer, Security Officer, Budget
Analyst -- all of whom will require contract negotiation skills,
intimate knowledge of RFP, understanding systems design, project
schedule, knowledge of reasonable amount of work effort needed
and costs for task completion.

5.4.2 Schedule

```
Start Date  - Award + 2
End Date    - Award + 2.5
Duration    - 2 weeks
```

5.4.3 Dependencies

Develop security management guidelines.

5.4.4 Deliverables

Security negotiation.

5.5 Negotiate Rehost SIP I Systems (04070067)

5.5.1 Skills

Rehost Manager, Contract Officer, Budget Analyst -- all of whom
will require contract negotiation skills, intimate knowledge of
RFP, understanding systems design, project schedule, knowledge of
reasonable amount of work effort needed and costs for task
completion.

5.5.2 Schedule

```
Start Date  - Award + 3
End Date    - Award + 3.5
Duration    - 2 weeks
```

5.5.3 Dependencies

Develop rehost SIP I systems guidelines.

5.5.4 Deliverables

Rehost SIP I systems negotiation.

5.6 Negotiate Rehost SIP II Systems (04070068)

5.6.1 Skills

Rehost Manager, Contract Officer, Budget Analyst -- all of whom
will require contract negotiation skills, intimate knowledge of
RFP, understanding systems design, project schedule, knowledge of
reasonable amount of work effort needed and costs for task
completion.

5.6.2 Schedule

Start Date - Award + 4
End Date   - Award + 4.5
Duration   - 2 weeks

5.6.3 Dependencies

Develop rehost SIP II systems guidelines.

5.6.4 Deliverables

Rehost SIP II systems negotiation.

5.7 Negotiate Rehost Maintenance (04070069)

5.7.1 Skills

Rehost Manager, Contract Officer, Budget Analyst -- all of whom
will require contract negotiation skills, intimate knowledge of
RFP, understanding systems design, project schedule, knowledge of
reasonable amount of work effort needed and costs for task
completion.

5.7.2 Schedule

Start Date - Award + 11
End Date   - Award + 11.5
Duration   - 2 weeks

5.7.3 Dependencies

Develop rehost maintenance guidelines.

5.7.4 Deliverables

Rehost maintenance negotiation.

6 EXTERNAL INTERFACES (04070070)

6.1 Training Project Interface (04070071)

Reference ALMRS/Modernization Training Plan.

6.2 Install Admin Hardware (04070072)

6.3 Receive RETARS SRS (04070073)

6.4 Receive Motor Vehicle SRS (04070074)

6.5 Receive Bond/Surety SRS (04070075)

6.6 Receive Master Name SRS (04070076)

6.7 Receive Data Elem Dict SRS (04070077)

6.8 Receive Library Ref SRS (04070078)

6.9 Receive Dir Digest SRS (04070079)

6.10 Receive Wild Horse SRS (04070080)

6.11 Receive IHICS System SRS (04070081)

6.12 Receive Fire Mgmt SRS (04070082)

6.13 Receive Material Disp SRS (04070083)

6.14 Rec 3 SIP I Dict Intf IRS (04070084)

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7 SYSTEM DESIGN (04070085)

7.1 Review Administrative Services Rehost Plan (04070087)

The contractor proposed Administrative Services Rehost Plan will be reviewed for requirements in RFP Section J.12.12.2. This will represent a comprehensive management approach for project organization, control, reporting procedures, quality assurance, assumptions, constraints, security, standards, guidelines, transition, implementation, training, and scheduling of resources.

7.1.1 Skills

Rehost Manager, Data Administration, one Systems Analyst from
SIP I & II
Full time - 3 days
Technical Manager

7.1.2 Schedule

Start Date - Award + 1
End Date   - Award + 1.5
Duration   - 2 weeks

7.1.3 Dependencies

Contract Award

7.1.4 Deliverables

Administrative Services Rehost Plan.

7.2 Review Data Conversion Task (04070088)

The contractor must produce a data conversion task that assures integrity of BLM data on transitioning to modernization platform. BLM will provide baseline databases for SIPed systems that will be downloaded to flat files. Format descriptions will be included. This will reduce the cost and work months needed by contractor.

This task will consist of 3 subtasks:

1)   Data Conversion Plan
2)   Consent Data
3)   Comparison Reports

7.2.1 Skills

Rehost Manager, Data Administration, two Systems Analysts from
SIP I & II, knowledge of inventory of master files and archive
files to rehost to new hardware/software platform. Also,
knowledge of reports to be used to verify data conversion.

Full time - 1 week
Data Administration Manager
Database Manager - 2 people
Technical Manager
SIP I and II Representative

7.2.2 Schedule

Start Date - Award + 1.5
End Date   - Award + 2
Duration   - 2 weeks

7.2.3 Dependencies

Review Administration Services Rehost Plan.

7.2.4 Deliverables

Data Conversion Plan.

7.3 Review Transition Plan (04070089)

Primary review responsibility will be Hardware/Software
Telecommunications Section, but the Rehost Manager must review
for impact to Rehosted Administrative Systems.

7.3.1 Skills

Rehost Manager, one Systems Analyst from SIP I & II, knowledge of
current BLM operating environment and knowledge of modernization
hardware/software operating environment.

Full time - 2 days
Technical Manager

7.3.2 Schedule

Start Date - Award + 1.5
End Date   - Award + 2
Duration   - 1 week

7.3.3 Dependencies

Review Administration Services Rehost Plan.

7.3.4 Deliverables

Transition Plan.

7.4 Review Security Management Plan (04070090)

Primary review responsibility will be Hardware/Software
Telecommunications Section, but rehost project must review to
ensure accuracy of software application security. Software
application security must have same functional requirements as
the Honeywell.

7.4.1 Skills

Rehost Manager, Security Officer, knowledge of BLM security
requirements.
Full time - 2 days
Security Officer

Technical Manager
Database Manager

7.4.2 Schedule

Start Date - Award + 2
End Date   - Award + 2.5
Duration   - 1 week

7.4.3 Dependencies

Review Administrative Services Rehost Plan.

7.4.4 Deliverables

Security Management Plan.

7.5 Contractor Completes Plans (04070086) - Milestone

7.6 Review SIP Documentation with Contractor (04070091)

All documentation must be reviewed with contractor to ensure completeness and to resolve misunderstandings before design begins.

7.6.1 Review SIP I Documents with Contractor (04070092)

7.6.1.1 Skills

Rehost Manager
Technical Manager

7.6.1.2 Schedule

Start Date - Award + 1.5
End Date   - Award + 2
Duration   - 1 day per system

SIP I - Historical Aircraft Use/Cost Database
        Motor Vehicle Reconciliation System
        Cadastral Survey Field Note System
        Department Fleet Management System
        Wildfire Automation Reporting System (BLM)
        BLM Financial Systems Interface
        Inventory Data System
        Automated Personal Property System (APPS)
        Public Domain Forest Inventory System

7.6.1.3 Dependencies

Assembly of SIP I Work Package.

7.6.1.4 Deliverables

Complete SIP I baseline documentation.

7.6.2 Review SIP II SRS with Contractor (04070093)

All documentation must be reviewed with contractor to ensure completeness and to resolve misunderstandings before design begins.

7.6.2.1 Skills

Rehost Manager
Technical Manager

7.6.2.2 Schedule

Start Date - Award + 1.5
End Date   - Award + 4
Duration   - 1 day per system

SIP II - Automated Directives Digest Bulletin System
         Wild Horse and Burro System
         Library Reference System
         Material Disposal System
         Automated Fleet Management System
         Remote Entry of Time and Attendance Reporting System
            (RETARS)
         Bond/Surety System
         Master Name System
         Administrative Dictionary
         Wildlife System
         NIFC Fire Management Plan

7.6.2.3 Dependencies

Assembly of SIP II work package.

7.6.2.4 Deliverables

Complete SIP II baseline documentation.

7.7 Complete Documentation Reviews (04070094) - Milestone

7.8 Review Preliminary Design (04070095)

7.8.1 Review SIP II Software and Interface Design Documents (04070096)

The contractor shall develop a preliminary design for each Computer Software Configuration Item (CSCI) by analyzing software & interface requirements specifications to produce a preliminary software & interface design document. The contractor must present to a BLM review team a formal walkthrough of Preliminary Design. BLM will review design for technical application and user acceptability.

7.8.1.1 Skills

Rehost Manager, two Systems Analysts from SIP II, Data Administration, Technical review - understanding of current systems methodology and modernization platform, understanding of systems requirements for SIP I & II systems, knowledge of current teleprocessing applications and database requirements.

Business functions - evaluate SIP II system designs.

Data Dictionary - understands current Data Dictionary functions, data elements, edit values and future BLM Data Dictionary needs.

Database - knowledge of current hierarchial database design structure, analysis needed to build relational database.

Data Conversion - knowledge of master and archive file inventory and format descriptions, ability to run independent file compare tests.

Full time -
Technical Manager - 2 weeks per system
Data Administration Manager - 2 weeks
Database Manager - 2 weeks
Honeywell Expert   - 2 weeks
Eleven Systems SIP II
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system
Quality Assurance Specialist - 2 days

Systems: Automated Directives Digest Bulletin System
           Wild Horse and Burro System
           Library Reference System
           Material Disposal System

Automated Fleet Management System
Remote Entry of Time and Attendance Reporting System
    (RETARS)
Bond/Surety System
Master Name System
Administrative Dictionary
Wildlife System
NIFC Fire Management Plan

7.8.1.2 Schedule

Start Date - Award + 3
End Date   - Award + 8
Duration   - 5 months

7.8.1.3 Dependencies

Review Contractor Administration Services Rehost Plan.
Review Contractor Data Conversion Plan.
Review Contractor Security Management Plan.

7.8.1.4 Deliverables

Eleven software & interface design documents.

7.8.2 Review Administrative Systems Software Test Plan (04070109)

The contractor shall develop a generic or global test plan for
all Administrative Systems. The contractor shall identify the
formal qualification tests (Test Plan) to be conducted to comply
with the qualification requirements identified in the software
requirements specification. The contractor shall establish test
requirements for conducting CSCI integration and testing that
include stressing the software to the limits of its specified
requirements.

7.8.2.1 Skills

Test Manager and Technican Manager

7.8.2.2 Schedule

Start Date - Award + 1
End Date   - Award + 1.5
Duration   - 1 week

7.8.2.3 Dependencies - Review SIP documentation with contractor.

7.8.2.4 Deliverables

Administrative Systems software test plan.

7.9 Review Critical Design (04070122)

7.9.1 Review Detailed Design (04070123)

The contractor shall produce a detailed design document based on further analysis of preliminary design and BLM review. BLM will conduct a more thorough review for technical application and user acceptance. The contractor will present to a BLM review team a formal walkthrough of Detailed Design. This review is most critical, since it will be the last design review before software coding will begin.

7.9.1.1 Skills

Rehost Manager, Data Administration, two Systems Analysts from SIP II.

Technical review - understanding of current systems methodology and modernization platform, understanding of systems requirements for SIP I & II systems, knowledge of current teleprocessing applications and database requirements.

Business functions - evaluate SIP II system designs.

Data Dictionary - understands current Data Dictionary functions, data elements, edit values and future BLM Data Dictionary needs.

Database - knowledge of current hierarchial database design structure and analysis needed to build relational database.

Data Conversion - knowledge of master and archive file inventory and format descriptions and ability to run independent file compare tests.

Full time - 2 weeks
Technical Manager - 2 weeks per system
Data Administration Manager - 2 weeks
Database Manager - 2 weeks
Honeywell Expert   - 2 weeks
Eleven Systems SIP II

User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system
Quality Assurance Specialist - 2 days

Systems: Automated Directives Digest Bulletin System
           Wild Horse and Burro System
           Library Reference System
           Material Disposal System
           Automated Fleet Management System
           Remote Entry of Time and Attendance Reporting System
              (RETARS)
           Bond/Surety System
           Master Name System
           Administrative Dictionary
           Wildlife System
           NIFC Fire Management Plan

7.9.1.2 Schedule

Start Date - Award + 3
End Date   - Award + 12
Duration   - 9 months

7.9.1.3 Dependencies

Software & interface design document.

7.9.1.4 Deliverables

Eleven detailed designs.

7.9.2 Develop SIP II Software Test Description (Test Cases) (04070136)

The User Representatives and BLM programmers shall establish test
responsibilities, test cases and expected results in a CSUI
software development file for SIP II. User representatives and
application programmers will thoroughly review actual test data
and test cases. Testing will verify most system requirements.
If test data on Honeywell exists, this will be compared to ensure
all functional requirements have been tested. The contractor can
use test descriptions generated by BLM User representatives to
system test rehosted Bureauwide Administrative Systems. The
contractor will prepare unit test data and will be required to
complete all testing to rehost all SRS functionality.

7.9.2.1 Skills

Two systems analysts from SIP II, user representative per
assigned system.

Full time -
Test Manager - 2 weeks per system
Eleven Systems SIP II
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system
Quality Assurance Specialist - 2 days

Systems: Automated Directives Digest Bulletin System
            Wild Horse and Burro System
            Library Reference System
            Material Disposal System
            Automated Fleet Management System
            Remote Entry of Time and Attendance Reporting System
                (RETARS)
            Bond/Surety System
            Master Name System
            Administrative Dictionary
            Wildlife System
            NIFC Fire Management Plan

7.9.2.2 Schedule

Start Date - Award
End Date   - Award + 5
Duration   - 5 months

7.9.2.3 Dependencies

Assign User Representatives.

7.9.2.4 Deliverables

SIP II software test descriptions.

7.9.3 Review Software Test Procedures (04070148D)

Contractor will use BLM Software Test Description (Test Cases) to develop Software Test Procedures. Test Procedures are all procedure steps and files required by physical design to perform testing. The user representatives and BLM programmers will review Software Test Procedures to ensure procedures are accurate, user friendly, and acceptable.

7.9.3.1 Skills

Two systems analysts from SIP II, user representative per assigned system.

Full time -
Test Manager - 2 weeks per system
Eleven Systems SIP II
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system
Quality Assurance Specialist - 2 days

Systems: Automated Directives Digest Bulletin System
           Wild Horse and Burro System
           Library Reference System
           Material Disposal System
           Automated Fleet Management System
           Remote Entry of Time and Attendance Reporting System
              (RETARS)
           Bond/Surety System
           Master Name System
           Administrative Dictionary
           Wildlife System
           NIFC Fire Management Plan

7.9.3.2 Schedule

Start Date - Award + 3
End Date   - Award + 12
Duration   - 9 months

7.9.3.3 Dependencies

Develop Software Test Description (Test Cases).
Detail Design

7.9.3.4 Deliverables

SIP II Software Test Procedures.

7.9.4 Review User Guides (04070148K)

The contractor must update existing user guides for all SIP I and
SIP II systems. This can be done by updating existing hardcopy
documentation or producing an online user guide via a help screen
system. BLM user representatives and programmers must review
User Guides for accuracy and completeness.

7.9.4.1 Skills

User representative and programmer from SIP I and SIP II systems.

Full Time -
Test Manager - 1 week per system
Twenty-two systems
User Representative - 1 week per system
Systems Analyst - 1 week per system
Programmer - 1 week per system

Systems: Historical Aircraft Use/Cost Database
           Motor Vehicle Reconciliation
           Cadastral Survey Field Note System
           Department Fleet Management System
           Wildfire Automation Reporting System (BLM)
           BLM Financial Systems Interface
           Inventory Data System
           Automated Personal Property System
           Public Domain Forest Inventory System
           Automated Directives Digest Bulletin System
           Wild Horse and Burro System
           Library Reference System
           Material Disposal System
           Automated Fleet Management System
           Remote Entry of Time and Attendance Reporting System
              (RETARS)
           Bond/Surety System
           Master Name System
           Administrative Dictionary
           Wildlife System
           NIFC Fire Management Plan

7.9.4.2 Skills

Start Date - Award + 5
End Date   - Award + 12
Duration   - 7 months

7.9.4.3 Dependencies

Review Detailed Design.

7.9.4.4 Deliverables

Updated User Guides.

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8 SYSTEM & APPLICATION SOFTWARE CONVERSION BY CONTRACTOR (04070149)

1 month after Contract Award
12 months to rehost software

SIP I Rehost

Contractor makes environmental changes to software systems and test software using BLM test data. The contractor must update BLM documentation when appropriate.

SIP II Rehost

Contractor constructs new software systems and test software using BLM's test description (cases).

8.1 Review Contractor S/W Development Folders (04070150)

8.1.1 Review SIP I Software Development Folders (04070151)

The contractor shall code and test each CSU and record the test results in the software development files. BLM programmers will inspect software code for compliance to standards and maintain-ability. The contractor will deliver a software test report for each CSU for review by BLM user representative/programmer. The software test report must prove to BLM staff the goodness and accuracy of rehosted software.

8.1.1.1 Skills

Two systems analysts from SIP I, user representative/ programmer per assigned system

Full time -
Test Manager - 2 weeks per system
Twenty-two Systems
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system
Quality Assurance Specialist - 2 days

Systems: Historical Aircraft Use/Cost Database
          Motor Vehicle Reconciliation
          Cadastral Survey Field Note System
          Department Fleet Management System

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Wildfire Automation Reporting System (BLM)
BLM Financial Systems Interface
Inventory Data System
Automated Personal Property System
Public Domain Forest Inventory System

8.1.1.2 Schedule

Start Date - Award + 3
End Date   - Award + 9
Duration   - 6 months

8.1.1.3 Dependencies

Review SIP I documentation.

8.1.1.4 Deliverables

Reviewed software for standards and maintainability.
Reviewed contract test results.

8.1.2 Review SIP II Software Development Folders (04070165)

The contractor shall code and test each CSU and record the test
results in the software development files. BLM programmers will
inspect software code for compliance to standards and maintain-
ability. The contractor will deliver a software test report for
each CSU for review by BLM user representative/programmer. The
software test report must prove to BLM staff the goodness and
accuracy of rehosted software.

8.1.2.1 Skills

Two systems analysts from SIP II, user representative/
programmer per assigned system

Full time -
Test Manager - 2 weeks per system
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system
Quality Assurance Specialist - 2 days

Systems: Automated Directives Digest Bulletin System
          Wild Horse and Burro System
          Library Reference System

        Material Disposal System
        Automated Fleet Management System
        Remote Entry of Time and Attendance Reporting System
           (RETARS)
        Bond/Surety System
        Master Name System
        Administrative Dictionary
        Wildlife System
        NIFC Fire Management Plan

8.1.2.2 Schedule

Start Date - Award + 3
End Date   - Award + 12
Duration   - 9 months

8.1.2.3 Dependencies

Review SIP II documentation.
Critical Design Review for SIP II systems.

8.1.2.4 Deliverables

Reviewed software for standards and maintainability.
Reviewed contract test results and verification of requirement
test results.

8.2 Review Monthly Progress Status Reports (04070178)

Project Office must review Monthly Progress Status Reports to
ensure contract's progress is on target and report problems to
management.

8.2.1 Skills

Rehost Manager, Modernization Managers

8.2.2 Schedule

Start Date - Award + 1
End Date   - Award + 24
Duration   - 24 months
1 day to review monthly status report.

8.2.3 Dependencies - None

8.2.4 Deliverables

Monthly progress status reports, report to BLM Management.

8.3 Review SIP I Test Readiness Report (04070179)

The Project Office must review results of Software Development
Folders to ensure all tests were complete and for standards
compliance. The Project Office must review Contractor Test
Readiness Report. This report must show BLM that all SIP I
systems have been successfully tested and are ready for BLM user
acceptance testing.

8.3.1 Skills

Rehost Manager

8.3.2 Schedule

Start Date - Award + 4
End Date   - Award + 9
Duration   - 2 days per system

Systems: Historical Aircraft Use/Cost Database
            Motor Vehicle Reconciliation
            Cadastral Survey Field Note System
            Department Fleet Management System
            Wildfire Automation Reporting System (BLM)
            BLM Financial Systems Interface
            Inventory Data System
            Automated Personal Property System
            Public Domain Forest Inventory System

8.3.3 Dependencies

Review Contract Software Development Folder.

8.3.4 Deliverables

Test Readiness Report, report to BLM Management

8.4 Review SIP II Test Readiness Report (04070193)

The Project Office must review results of Software Development
Folders to ensure all tests were complete and for standards
compliance. The Project Office must review Contractor Test

Readiness Report. This report must show BLM that all SIP I & II systems have been successfully tested and are ready for BLM user acceptance testing.

8.4.1 Skills

Rehost Manager

8.4.2 Schedule

Start Date - Award + 4
End Date   - Award + 13
Duration   - 2 days per system

Systems: Automated Directives Digest Bulletin System
           Wild Horse and Burro System
           Library Reference System
           Material Disposal System
           Automated Fleet Management System
           Remote Entry of Time and Attendance Reporting System
               (RETARS)
           Bond/Surety System
           Master Name System
           Administrative Dictionary
           Wildlife System
           NIFC Fire Management Plan

8.4.3 Dependencies

Review Contract Software Development Folder.

8.4.4 Deliverables

Test Readiness Report, report to BLM Management

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9 USER ACCEPTANCE TESTING (04070206)

9.1 Formal Pilot Office (BETA) Testing (04070207)

9.1.1 Test SIP I Data Conversion (04070208)

BLM needs to perform a verification test to ensure data integrity. This test will be performed at the Service Center. Programmers can use the Honeywell files to compare to the modernization contractor's database. User representatives will query new databases.

NOTE: External dependency: Implementation of hardware/ communications and COTS software.

9.1.1.1 Skills

Rehost Manager, Test Manager, User Representative/Programmer, One Systems Analyst from SIP I

Test Manager - 2 weeks
Technical Manager - 2 weeks
Data Administration Manager - 2 weeks
Database Manager - 2 weeks
Honeywell Expert - 2 weeks
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system

Systems: Historical Aircraft Use/Cost Database
           Motor Vehicle Reconciliation System
           Cadastral Survey Field Note System
           Department Fleet Management System
           Wildfire Automation Reporting System (BLM)
           BLM Financial Systems Interface
           Inventory Data System
           Automated Personal Property System
           Public Domain Forest Inventory System

9.1.1.2 Schedule

Start Date - Award + 8
End Date   - Award + 13
Duration   - 5 months

9.1.1.3 Dependencies

Review Test Readiness Report.

9.1.1.4 Deliverables

Verification of data conversion.

9.1.2 Test SIP II Data Conversion (04070222)

BLM needs to perform a verification test to ensure data integrity. This test will be performed at the Service Center. Programmers can use the Honeywell files to compare to the modernization contractor's database. User representatives will query new databases.

NOTE: External dependency: Implementation of hardware/ communications and COTS software.

9.1.2.1 Skills

Rehost Manager, Test Manager, User Representative/Programmer, One Systems Analyst from SIP II

Test Manager - 2 weeks
Technical Manager - 2 weeks
Data Administration Manager - 2 weeks
Database Manager - 2 weeks
Honeywell Expert - 2 weeks
Twenty-two Systems
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system

Systems: Automated Directives Digest Bulletin System
            Wild Horse and Burro System
            Library Reference System
            Material Disposal System
            Automated Fleet Management System
            Remote Entry of Time and Attendance Reporting System
                (RETARS)
            Bond/Surety System
            Master Name System
            Administrative Dictionary
            Wildlife System
            NIFC Fire Management Plan

9.1.2.2 Schedule

Start Date - Award + 8
End Date   - Award + 13
Duration   - 5 months

9.1.2.3 Dependencies

Review Test Readiness Report.

9.1.2.4 Deliverables

Verification of data conversion.

9.1.3 Test SIP I Applications - Service Center (04070235)

This testing is concerned with application testing of all SIP I
systems. A great deal of effort by user representative/BLM
programmers will be needed for this verification. Many of the
Bureauwide Administrative Systems support specific State needs.
User representatives require State testing and approval of these
SIP I systems before acceptance is complete. State users have
the most knowledge of day-to-day problems and can more fully test
these systems. State user representatives and State users will
perform acceptance testing in the Service Center at Award + 8.
SIP I has test files to perform parallel tests. 1260s applied to
SIP I software on Honeywell will be applied to modernization
systems by SC-340 O&M after user acceptance. Once a system has
passed user acceptance, the user owner along with user
representative must certify to the Rehost Manager that the system
passed acceptance.

NOTE: External dependency: Implementation of hardware/
communications and COTS software.

9.1.3.1 Skills

Rehost Manager, Test Manager, Systems Analysts from SIP I, User
Representative/Programmer for each system

Test Manager - 2 weeks
Technical Manager - 2 weeks
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system

	SC	State
Systems	Testing	User
Historical Aircraft Use/		
Cost Database	NV	Aviation Mgmt Spec.
Motor Vehicle Reconciliation		
System		
Cadastral Survey Field Note		
System		
Department Fleet Management		
System		
Wildfire Automation Reporting		User Rep Information
System (BLM)	NIFC	Systems Specialist
BLM Financial Systems Interface		
Inventory Data System		
Automated Personal Property		
System (APPS)		
Public Domain Forest Inventory		
System		

9.1.3.2 Schedule

Start Date - Award + 8
End Date   - Award + 14
Duration   - 6 months

9.1.3.3 Dependencies

Test SIP I Data Conversion.

9.1.3.4 Deliverables

Tested SIP I applications.

9.1.4 Test SIP II Applications - Service Center (04070249)

This testing is primarily concerned with application testing of
all SIP II systems. A great deal of effort by user
representative/BLM programmers will be needed for this
verification. Many of the Bureauwide Administrative Systems
support specific State needs. User representatives require State
testing and approval of these SIP II systems before acceptance is
complete. State users have the most knowledge of day-to-day
problems and can more fully test these systems. State user
representatives and State users will perform acceptance testing
in the Service Center at Award + 8. SIP II systems will not have

parallel testing due to differences in Honeywell system with the rehosted system. 1260s applied to Honeywell after SRS was frozen will be applied by SC-340 O&M after user acceptance. User representatives must develop test cases to test all functions for SIP II. Once a system has passed user acceptance, the user owner along with user representative must certify to the Rehost Manager that the system passed acceptance.

RETARS will be tested first at the Service Center and after acceptance by the system owner/representative will be released to pilot offices for further testing.

NOTE: External dependency: Implementation of hardware/ communications and COTS software.

9.1.4.1 Skills

Rehost Manager, Test Manager, Systems Analysts from SIP II, User Representative/Programmer for each system

Test Manager - 2 weeks
Technical Manager - 2 weeks
User Representative - 2 weeks per system
Systems Analyst - 2 weeks per system
Programmer - 2 weeks per system

Systems	SC Testing	State User
Automated Directives Digest Bulletin System	ESO	Records Manager
Wild Horse and Burro System	ESO	Records Mgmt Spec
	NV	Wild Horse & Burros Specialist
Library Reference System	NM, NV	Records Managers
Material Disposal System	OR	Material Disposal Users
	NM	Forester
Automated Fleet Management System	OR	Property Mgmt Spec
Remote Entry of Time and Attendance Reporting System (RETARS)	NM	
Bond/Surety System	WY	Bond Coordinator
Master Name System		
Administrative Dictionary	ID, OR	Data Administrator

Wildlife System	AR	Threaten Endangered Species Prog. Lead
	CO	Fisheries Biologist
NIFC Fire Management Plan	NIFC	Fire Mgmt Spec.

9.1.4.2 Schedule

Start Date - Award + 8
End Date   - Award + 14
Duration   - 6 months

9.1.4.3 Dependencies

Test SIP II Data Conversion.

9.1.4.4 Deliverables

Tested SIP II applications.

9.2 Test and Evaluate Operational Performance (04070262)

This task has three primary responsibilities: 1) Systems
performance with WAN and Service Center; 2) States must have
users test State-specific Bureauwide applications that are
primarily used by that State; 3) System backup performance; and
4) Every State must test access to Bureauwide Administrative
Systems. This test is to ensure that Bureauwide Administrative
Systems perform accurately within each State. This does not
require extensive function application testing, because all
functions will have passed acceptance during pilot testing at the
Service Center. This provides quality assurance to the States
that hardware, communication, etc, functions are acceptable
before the final cutover to the modernization platform.

RETARS will be tested by every State and implemented when fully
accepted. RETARS will be the only system to run live as a
production system before Award + 24. Because this system has
some unique communication, security, and backup testing
requirements, this will require more extensive testing at each
State.

9.2.1 Skills

Rehost Manager, Test Manager, IRM Chief, Users of tested systems

Test Manager - 2 weeks per State

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Technical Manager - 2 weeks per State
IRM Chief - 1 month

9.2.2 Schedule

Start Date - Award + 8
End Date   - Award + 19
Duration   - 1 month per State Office

New Mexico	California	Montana
Eastern States	Nevada	Wyoming
Washington	Oregon	Alaska
Colorado	Idaho	NIFC
Arizona	Utah	

9.2.3 Dependencies

Test applications - Service Center

9.2.4 Deliverables

Acceptance of Administrative Systems access and performance.

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10 IMPLEMENTATION (04070266)

10.1 Transfer to O & M (04070267)

After all Bureauwide Administrative systems have passed acceptance by user representatives, SC-340 Operations and Maintenance will assume responsibility for applying 1260 changes. O&M must ensure that modernization Bureauwide systems have all changes that were applied to the Honeywell. There is a 12-month window to complete the maintenance changes before transition to new platform. This will ensure Honeywell Administrative Systems have all maintenance changes on modernization platform.

10.1.1 Skills

Rehost Manager, Test Manager, Operations Managers

10.1.2 Schedule

Start Date - Award + 14
End Date   - Award + 15
Duration   - 2 week

10.1.3 Dependencies

Identify archive files.
Test applications - Service Center

10.1.4 Deliverables

Transfer to O & M.

10.2 Complete Transfer to O&M (04070268) - Milestone

10.3 Transition to New Platform (04070269)

This is primarily concerned with moving master file and archive file data to new platform and cutover of rehosted software for operational use. At this time, the Project Office is planning for the immediate cutover. After Contract Award and the contractor provides an Administrative Rehost Plan, this strategy may change to a phased (state-by-state) cutover to the new platform.

10.3.1 Skills

Rehost Manager, Test Manager, Operations Managers

10.3.2 Schedule

Start Date - Award + 20.5
End Date   - Award + 24
Duration   - 1 week

10.3.3 Dependencies

Test and evaluation operational performance.

10.3.4 Deliverables

Modernization Transition.

10.4 Complete Transition to New Platform (04070270) - Milestone

10.5 Disconnect Honeywell (04070271)

Approximately 24 months after Contract Award, Honeywell hardware
will be disconnected. By this time, all Bureauwide and State-
unique software must be rehosted and fully tested on
modernization platform.

10.5.1 Skills

Rehost Manager, Operations Managers

10.5.2 Schedule

Start Date - Award + 24
End Date   - Award + 24.5
Duration   - 1 week

10.5.3 Dependencies

Transfer to O & M.

10.5.4 Deliverables

Disconnect Honeywell procedure.

10.6 Complete Disconnect Honeywell (04070272)

11 POST REHOST REVIEW (04070273)

Report major issues and problems.

11.1 Skills

Rehost Manager, Operations Managers, Test Manager, Systems
Analysts from SIP I & II, user owners, user representatives

11.2 Schedule

Start Date - Award + 25.5
End Date   - Award + 26
Duration   - 2 weeks

11.3 Dependencies

Disconnect Honeywell.

11.4 Deliverables

Post Rehost Review Report.

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GLOSSARY

ANSI - American National Standard sequential file

ASCII - American Standard Code for Information Interchange

CSCI - Computer Software Configuration Unit

Database - This refers to Modernization Rational Database

Flat File - ANSI Standard ASCII Character Set
          Elements containing COMP, COMP-4, COMP-6 will be
          converted to display format.

GUI - Graphical User Interface (Windows Screen Design)

IRS - Interface Requirements Specification

Parallel Test - The same test data is run on the Honeywell and
          then compared to test results on the
          modernization platform

SC - Service Center

SCD-IM-92-157 - Instruction Memorandum to freeze SIP II
          documentation from 1260 changes

SIP - Software Improvement Project

SIP I - Historical Aircraft Use/Cost Database
        Motor Vehicle Reconciliation System
        Cadastral Survey Field Note System
        Department Fleet Management System
        Wildfire Automation Reporting System (BLM)
        BLM Financial Systems Interface
        Inventory Data System
        Automated Personal Property System (APPS)
        Public Domain Forest Inventory System

SIP II - Automated Directives Digest Bulletin System
          Wild Horse and Burro System
          Library Reference System
          Material Disposal System
          Automated Fleet Management System
          Remote Entry of Time and Attendance (RETARS)
          Bond/Surety System
          Master Name System
          Administrative Dictionary
          Wildlife System
          NIFC Fire Management Plan

Software Development Folders - Contractor will maintain Software
Development Folders for all Bureauwide administrative systems.
They will contain source code and test results. BLM user
representatives, programmers, and analysts will review and
accept, before BLM Acceptance Testing will begin.

SRS - Software Requirements Specification

TP - Transaction Processing for Honeywell Online coding

WAN - Wide Area Network

WO - Washington Office