

**STATEMENT OF OBJECTIVES (SOO)  
FOR  
COMPARATIVE ANALYSIS OF AUTOMATED INFORMATION SYSTEM (AIS)  
SUPPORT FOR SUPPLY MANAGEMENT ACTIVITY GROUP (SMAG) BUSINESS  
PROCESSES**

**I. PURPOSE:**

The purpose of this SOO is to obtain contractor support with the knowledge, skills and abilities to perform a comprehensive comparative system analysis of the Air Force Stock Control System (SCS) (both Air Force and Marine Corps versions) and the Navy Enterprise Resource Planning (N-ERP), together with their required supporting and interfacing systems, determine which of these platforms best supports the Marine Corps' SMAG financial and material management business operations.

**II. BACKGROUND:**

Marine Corps Logistics Command (MARCORLOGCOM) provides over sixty products and services in the execution of its mission. One of these services is wholesale level secondary items inventory management. This encompasses end-to-end materiel management activities in support of ground weapon systems. The Marine Corps SMAG "As Is" process utilizes a customized version of the Air Force SCS (SCS-MC) to perform:

- (1) Sustainment Requirements Determination - Planning
- (2) Source Management – Sourcing
- (3) Orders Management – Process sales for Marine Corps sponsored/owned items
- (4) Returns Management – Provide customers disposition instructions/manage unserviceable returns
- (5) Records Management – Monitor and work reports to ensure all sourcing documents are fully processed and data updated.

The Wholesale Inventory Control-Point Planning Division (WIPD) within MARCORLOGCOM's Weapon System Management Center (WSMC) is the Program Manager (PM) for SMAG operations. As the PM, WIPD conducts wholesale secondary items stratification and budget planning, and develops and executes maintenance/procurement plans to fulfill current and planned requirements to achieve materiel readiness objectives. This also includes the financial management that supports these efforts for consumables and secondary depot level reparable required to sustain ground weapon systems or serve as stand-alone equipment supporting the operating forces.

The current automated information system supporting SMAG business operations, SCS-MC, lacks necessary system interfaces to support financial management. This gap is a clear impedance to achieving Financial Improvement and Audit Readiness (FIAR) compliance. A component of this study will address the best system (SCS-MC, SCS-AF, or N-ERP) to meet FIAR compliancy.

To facilitate access and information flow in support of this study, a tri-service charter was drafted and signed by HQ Air Force Materiel Command (AFMC), Navy Supply Systems Command (NAVSUP), and MARCORLOGCOM. The charter serves as a memorandum of agreement (MOA) between the three services and establishes a tri-service working group as the primary venue for ensuring support to the comparative system analysis study of SMAG business operations, and allows the contracting team with support from the core team members to effectively conduct the study.

### **III. SCOPE:**

This SOO describes the requirements, level of effort, services and products associated with executing the comparative system analysis between the “As Is” (SCS-MC), SCS-AF, and N-ERP in support of SMAG business operations. The contractor will lead the effort and conduct the planning, research, data collection, and assessment required to evaluate the long term effectiveness of the three systems. The contractor will provide the government with recommendations on the best course of action considering/documenting:

1. Relative capability to support the execution of the Marine Corps SMAG mission as an independent entity.
2. Speed and ease to reach full FIAR compliance.
3. Cost to convert for each system alternative (e.g. one-time cost for software modifications and interfaces, hardware requirements and training)
4. Lowest life cycle cost for the main system and any supporting systems required to run the business (sustainment costs)
5. Supporting system consolidation opportunities
6. Ability to provide financial reports/information/data visibility to external headquarters.
7. Obsolescence considerations for the main software as well as any necessary supporting systems.
8. Capability to meet all current and proposed DoD information security and data integrity requirements.
9. Contingent on the government exercising the option period, develop an implementation plan that is sourced from the Analysis of Alternatives report.

The contractor shall submit a PWS that describes the approach to meet the outcomes and objectives of this SOO.

### **IV. PERIOD AND PLACE OF PERFORMANCE:**

1. The period of performance (POP) for the Base period is the date of award for 6 continuous months with the opportunity for two (2) three-month options. It is anticipated the study will be completed during the base period and, if needed, the government may exercise the three-month options with the goal of creating additional products as described in Section VIII (Deliverables).

2. The location for overall contract management for this study and the analysis of the “As-Is” system will be the Marine Corps Logistics Command, Albany GA. Contractor efforts will be performed off-site at two additional locations: Wright-Patterson AFB, Dayton OH (SCS-AF) and Navy Support Activity Mechanicsburg, Mechanicsburg PA (N-ERP). This effort is considered contractor off-site.

## **V. PROGRAM OUTCOMES and OBJECTIVES:**

### **Outcomes**

#### **Provide an executive-level report detailing the Comparative System Analysis in Support of SMAG Business Operations with a Recommended Course of Action (COA).**

Contractor will conduct a baseline study of the “As Is” business and system process (SCS-MC), compare it to the 2 alternative systems (SCS-AF and N-ERP) and determine the best COA for either maintaining the current system “As-Is” with system improvements or install and use one of the two systems analyzed during this effort based upon criteria set forth in the Performance Objectives (1 through 8) for Marine Corps SMAG business operations.

**\*This outcome is contingent on the government exercising the option period.\***

#### **Provide an Implementation Plan detailing the phases/steps required for the government selected COA.**

The Contractor shall develop and present an implementation plan based on the accepted COA, approved by the government based on the analysis outcome.

### **Performance Objectives (9)**

To provide the desired outcomes of this SOO, the contractor shall meet the following performance objectives in support of the comparative system analysis study:

#### **1. Detail in the report each system’s comparative ability to execute Marine Corps SMAG mission as an independent entity.**

A. Determine each system’s ability to support both wholesale and retail supply operations supporting Secondary Items; specifically, Marine Corps-managed Repairables (Primary Inventory Control Activity (PICA) and Secondary Inventory Control Activity (SICA)), Retail-centrally managed consumables (i.e. consumables which the Marine Corps Inventory Control Point (ICP) serves as the Source of Supply for Marine Corps customers), and Direct Support Stock Control (DSSC) operations.

B. Determine each system’s interoperability to existing systems which will have to be interfaced with as part of normal supply operations; e.g. enabling the use of electronic tagging, tracking and locating equipment, and financial auditability.

C. Refer to References 3, 4, 7, 8, 17 and 22 in Attachment B.

#### **2. Detail in the report the ability for the systems being analyzed to meet FIAR mandates within established Marine Corps timeframes and performance goals.**

A. Ability to comply with applicable Federal accounting standards and the United States Government Standard Ledger (USSGL) at the transaction level.

B. Refer to References 1, 9, 10, 11, 12, 13, 14, 15, 16 and 20 in Attachment B.

**3. Detail in the report the cost to convert the two alternative systems or upgrade the “As-Is” system.**

A. Cost for software modifications

B. Cost for interfaces

C. Cost for hardware requirements

D. Training costs (IT/Functional Manager and User)

E. Upgrade(s) cost(s)

F. All other costs identified during the research

**4. Detail in the report for the three alternatives the detailed published lifecycle costs for the main system and any supporting systems.**

**5. Detail in the report opportunities to migrate/consolidate supporting systems.**

**6. Detail in the report the ability of each alternative to provide financial reports/information/data visibility to external headquarters.**

**7. Detail in the report for the two alternative systems any obsolescence considerations, considering both the main software and necessary supporting systems.**

**8. Detail in the report for the two alternative systems the capability to meet all current and proposed DoD information security and data integrity requirements.**

A. Refer to references 2, 5, 6, 12, 14, 18, 19, and 21 in Attachment B.

**9. Contingent on the government exercising the option period. Develop and present an implementation plan.** Contingent on the government exercising the option period, develop an implementation plan that is sourced from the Analysis of Alternatives report and provides an implementation strategy that integrates the materiel portion of the solution and recommends a proposed acquisition approach and contracting strategy. The following considerations are recommended:

- A. System Architecture
- B. Determination of Effectiveness Measurements
- C. Development Cost Analysis
- D. Life Cycle Cost Analysis
- E. Organization and Management
- F. Assessment of Preferred Analysis
- G. Risk Management
- H. Resource Management
- I. Test and Evaluation Plan
- J. Product Support Strategy

## **VI. PHASE-IN:**

The contractor shall begin the phase-in efforts immediately after contract award and comply with the approved transition plan components accepted as part of their MCLOGSS IDIQ proposal to ensure seamless personnel staffing and support and minimal start up delay or down time.

## **VII. CONSTRAINTS:**

### **1. Compliance:**

The contractor shall comply with all MCLOGSS IDIQ contractual requirements regarding personnel, safety, security, quality of work, access, government owned property, material and information, host facility rules and regulations, policies, processes, procedures and directions received from authorized government personnel when attending requested meetings, briefings or performing any efforts aboard any government installation. This does not preclude the contractor from complying with the requirements of this task order as specified. When the task order requirements are in conflict with the IDIQ contract requirements, that conflict should be brought to the attention of the Contracting Officer for resolution. A facility security clearance is not required for performance under this SOO.

### **2. Data Management:**

The goal of the government is to minimize the delivery of data in government format and hardcopy and to maximize the use of a contractor-maintained electronic data library with data required to support requesting activities in an acceptable format: e.g. Microsoft Office programs. The government will take possession at the conclusion of the effort any data developed or otherwise obtained in support of the work performed under this SOO.

### 3. Acronyms and Definitions:

The contractor shall obtain acronym descriptions and definitions from the following website: [http://www.dtic.mil/doctrine/dod\\_dictionary/](http://www.dtic.mil/doctrine/dod_dictionary/) For any unique term or acronym in this document not found at the site, the government will provide the definition or description upon request.

### 4. Travel:

Travel will be required to fulfill the requirements of this SOO. The Contractor will be authorized travel expenses consistent with the substantive provisions of the Joint Travel Regulation (JTR) and the limitation of funds specified in this contract. Local travel is authorized and travel outside the local region is anticipated. All travel requires Government approval/authorization and notification to the COR. For planning purposes, travel will be required to the locations described in attachment C.

### 5. Start of Work (SOW) Meeting:

The government will conduct a start of work meeting on the first working day after contract award. The Contract Project Lead and any key personnel the contractor deems appropriate shall attend. The government will have key MARCORLOGCOM core team members (SME's) available. At a minimum the SOW will address purpose/goals for the contracted study, vision/scope, roles and responsibilities, POC's, review the contract and address any specific questions the contractor or the MARCORLOGCOM SME(s) may have.

### 6. Security:

A security clearance is not required for personnel performing efforts under this contract, however, contractor personnel must pass and possess a National Agency Check with Inquiries (NACI) or any equivalent reciprocal DOD background investigation. Furthermore, Contract personnel will be required to sign a non-disclosure agreement.

## **VIII. DELIVERABLES:**

<b>Deliverable</b>	<b>Due Date</b>	<b>Medium &amp; Format</b>	<b>Number Of Copies</b>
Project Plan (Study)	Draft with proposal. Final within 15 days of contract award	Digital	1 Digital
Comprehensive System Analysis Report	Draft no later than 30 days before end of POP. Final submitted by 5 working days prior to end of POP.	Digital & Hard Copy	1 Digital
Weekly Activity Report (WAR)	Wednesday of each week	Digital	1 Digital
Trip Report(s)	Within 5 working days of return from travel.	- Digital & Hard Copy	1 Digital

Implementation Plan	Implementation Plan is contingent on the government exercising the option period. Draft by 30 days before end of period of performance (POP). Final submitted by 5 workings days prior to end of POP.	- Digital & Hard Copy	1 Digital
Executive-Level Out Brief (Study)	Contractor will provide advance copy of Out Brief within 15 working days of scheduled brief. Contractor will provide meeting minutes for government review and approval prior to making them official.	- Power Point Slides (Digital & Hard Copy) - Presentation using MARCORLOGCOM approved format for slides and presentations.	1 Digital
Executive-Level Out Brief (Implementation Plan)	Implementation Plan Out Brief is contingent on the government exercising the 3 month option. Contractor will provide copy of the out brief within 15 working days of the schedule brief. Contractor will provide meeting minutes for government review and approval prior to making them official.	- Power Point Slides (Digital & Hard Copy) - Presentation using MARCORLOGCOM approved format for slides and presentations.	1 Digital

**Deliverable Description:**

**Project Plan (Study):** This is the overall project plan for the comparative system analysis in support of SMAG business operations. The project plan will include a detailed, comprehensive chronological schedule outlining how the requirements of the SOO Outcome will be met.

**Comprehensive System Analysis Report:** This document is the culmination of this study. It should document and analyze all performance objectives and recommend the system best suited to support independent Marine Corps SMAG operations.

**WAR:** The WAR will address the project status, to include ongoing products, services and deliverables; specific efforts, completed and ongoing; and actual accomplishment against the Project Plan.

**Trip Report(s):** This report will be submitted by the contractor within 5 working days return from travel. Trip report will outline who went, duration of the trip, where and what areas/organizations (key personnel) visited. Findings/Outcomes/Results and follow-on actions recommended.

**Implementation Plan:** Should the government decide to exercise the 3 month option, the contractor will provide an implementation plan outlining the migration plan as applicable from the “As-Is” system to the recommended system based on the criteria outlined in the SOO Performance Objectives (1 through 8). The Implementation Plan is separate from the Project Plan (i.e. comparative system analysis of the 3 systems: SCS-MC, SCS-AF, and N-ERP). The Implementation Plan described in this instance will only address the approved system. Draft will be submitted no later than 30 days before the end of the period of performance (POP). Final will be submitted within 5 working days of the end of the POP.

**Executive-Level Out Brief (Study):** The Contractor will conduct an executive-level presentation to MARCORLOGCOM senior leadership using standard MARCORLOGCOM formats for presentations addressing the project plan (how the study was conducted, significant events/milestones, issues/concerns, etc.) the results of the system analysis conducted for all three systems, their recommendation on which system best fits SMAG business operations with respect to the eight Performance Objectives outlined in Section V. The Contractor will provide meeting minutes for government review. Draft Out Brief will be submitted to the government within 15 working days of scheduled Out Brief to allow government review and input.

**Executive-Level Out Brief (Implementation Plan):** Implementation Plan Out Brief is contingent on the government exercising the 3 month option. The contractor will conduct an executive-level presentation to MARCORLOGCOM senior leadership using standard MARCORLOGCOM formats for presentations addressing the implementation plan (based on the approved system, outlining the migration plan from the “As-Is” system to the recommended system using the criteria outlined in the SOO (Performance Objectives 1 through 8), significant events/milestones, issues/concerns, etc.). The Contractor will provide meeting minutes for government review. Draft out brief will be submitted to the government within 15 working days of scheduled out brief to allow government review and input.

**IX. Performance Metrics:**

Objectives	Standard	AQL	Monitoring Method
Analyze the systems being compared to document how well each system as designed aligns with and supports current and projected business processes and information requirements associated with operating the Marine Corps SMAG as an independent entity.	Per performance objective #1, each system, together with its supporting subsystems, is thoroughly and accurately compared to the automated information system requirements of operating the Marine Corps SMAG operations now and into the future as defined by Marine Corps subject matter experts.	Final analysis results approved for acceptance after no more than 2 government reviews.	Government analysis & review.
Analyze the systems being compared for their ability to meet FIAR mandates within established Marine Corps timeframes and performance goals	Meets the requirements listed for performance objective #2 in Section V and timelines established in the project plan.	Final analysis results approved for acceptance after no more than 2 government reviews.	Government analysis & review.

Analyze the cost to convert to each of the two alternative systems or upgrade the “As-Is” system	Meets the requirements listed in performance objective #3 and timelines established in the project plan.	Final analysis results approved for acceptance after no more than 2 government reviews.	Government analysis & review.
Research and document the life-cycle costs for the main system and supporting systems for each alternative	Per performance objective #4, published government sustainment cost estimates for each alternative are documented in the final report.	Results validated and approved for acceptance after no more than 2 government reviews.	Government analysis & review.
For each alternative, identify opportunities to migrate/consolidate supporting systems	Per performance objective #5, meets acceptable government requirements for systems analysis and timelines established in the project plan.	Final analysis results approved for acceptance after no more than 2 government reviews.	Government analysis & review.
Determine the ability of each alternative to provide financial reports/information/data visibility to external headquarters	Meets acceptable government requirements as outlined in Section V (Performance Objectives #2 and #6) and timelines established in the project plan.	Final analysis results approved for acceptance after no more than 2 government reviews.	Government analysis & review.
Determine for each alternative any obsolescence, considerations with both the main software and necessary supporting systems	Per performance objective #7, meets acceptable government requirements for systems analysis and timelines established in the project plan.	Final analysis results approved for acceptance after no more than 2 government reviews.	Government analysis & review.
Determine for each alternative system capabilities to meet all current and projected DOD information security and data integrity requirements	Per performance objective #8, meets acceptable requirements as outlined in Section V (Performance Objective #8) and timelines established in the project plan.	Final analysis results approved for acceptance after no more than 2 government reviews.	Government analysis & review.
Produce a Comprehensive System Analysis Report. Results are appropriately factored in to the final analysis results/ recommendations.	Documents analysis structure and process, any analysis limitations or qualifications, analysis results for each performance objective listed in Section 5 and how each weighed into final recommendation determination.	After government review and feedback, final report is 100% compliant with no factual errors.	Government analysis & review.
Determine the best system (Course of Action – COA) based on the Comprehensive System Analysis Report.	Accurately reflects the results of the comparative analysis and provides a best case scenario for future support of SMAG operations.	Analysis results approved for acceptance after no more than 2 government reviews. Results are appropriately factored in to the Implementation Plan and Executive-Level Out Brief (Implementation Plan).	Government analysis & review.
Produce an Implementation Plan based on the government selected COA.	Contingent on the government exercising option period, Per performance objective #9, meets acceptable government	Final analysis results approved for acceptance after no more than 2	Government analysis & review.

	requirements for systems analysis and timelines established in the project plan.	government reviews.	
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**X. Additional General Information:**

**1. Contracting Officers Representative (COR).** The COR is a representative of and appointed by the Contracting Officer and will participate in the oversight of this contract, except where exemptions have been approved by the Contracting Officer. Subsequent to the contract award, the identity of the COR with a brief resume of their duties and authority will be furnished to the successful bidder. Any matter alleging a change to the scope, prices, terms, or conditions of this contract shall be referred to the Contracting Officer and not to the COR. The COR will represent the Contracting Officer in the technical phases of the work, but will not be authorized to change any of the terms and conditions. The COR will act in a liaison capacity to coordinate activities between the Contracting Officer and supported activity as required in the performance of work.

**2. Quality Assurance.** According to the Inspection of Services clause, the Government will evaluate the contractor’s performance. The Evaluator (normally the COR) will follow the methods of surveillance and document surveillance observations as specified in the Performance Standards Metrics through a government developed Quality Assurance Surveillance Plan (QASP

**3. Government-Furnished (information, equipment).** No government furnished equipment in support of this SOO is anticipated at this time, however the contractor will be permitted access to certain government owned information previously developed and shall be required to use and integrate this information when meeting the outcomes and objectives of this SOO.

Additionally the Government will make available the following government owned information as required.

- Standard Operational Procedures, regulations, manuals, texts, briefs and other associated materials.

**4. Safety Requirements.** Marine Corps Logistic Command (MARCORLOGCOM) Albany has received recognitions as part of the OSHA Voluntary Protection Programs (VPP). VPP affects all applicable contractors operating on site. It is the contractor's responsibility to ensure its employees and managers are in full compliance with OSHA requirements and have a general understanding of VPP. All contractors, whether regularly involved in routine site operations or engaged in temporary projects such as construction or repair, must follow the safety and health rules of MCLB Albany. Detailed information on VPP is available on the OSHA website at <http://www.osha.gov/dcsp/vpp/index.html>. The contractor shall comply with commercial safety standards as identified by the Occupational Safety and Health Administration. The contractor shall comply with all Federal, State, Department of Defense (DoD), Navy, Marine Corps (MC), and local rules and regulations to include but not limited to Occupational Safety and Health Administration (OSHA) Standards, National Fire Protection Association (NFPA) Standards, Navy Marine Corps Directive (NAVMC DIR) 5100.8, Marine Corps Order (MCO) 5100.8. The

contractor must have a written Safety Plan and submit it to the contracting officer representative (COR) for review and approval by the Contracting Officer within ten (10) calendar days after contract award. In addition to the requirements listed above, the contractor's written Safety Plan shall, as a minimum, address the following:

1. Mishap reporting procedures
2. Weekly safety meetings
3. Employee training requirements
4. Monthly safety inspections
5. Requirements for subcontractors to comply with the safety provisions of this contract

1.1 Contractors must submit their 3-yr TCIR and DART rates as part of their proposal in order for the proposal to be considered technically acceptable.

1.2 Within one (1) hour of any mishap or incident resulting in personal injury (OSHA recordable) and/or significant property damage while performing work authorized by this contract, the contractor shall notify the following:

1. The activity's Safety Representative – Name/Phone Number: Ken Sator at (229) 639-7653, kenneth.sator@usmc.mil.
2. The COR (if applicable);
3. The Contracting Officer;
4. MARCORLOGCOM Installations, Environment, and Safety (IE&S) office. A written report of the mishap/incident shall be sent within 24 hours to IE&S/S11. The Government point of contact is: Ken Sator at (229) 639-7653, kenneth.sator@usmc.mil..

1.3 Mishap notifications shall contain, as a minimum, the following information:

1. Contract Number, Name of Company, and Name and Title of Person(s) Reporting
2. Date, Time, and exact location of accident/incident
3. Brief narrative of accident/incident (Events leading to accident/incident)
4. Cause of accident/incident, if known
5. Estimated cost of accident/incident (material and labor to repair/replace)
6. Nomenclature of equipment and personnel involved in accident/incident
7. Corrective actions (taken or proposed)
8. Other pertinent information

1.4 Contractor must fully cooperate with MARCORLOGCOM and MCLB Barstow safety personnel during safety inspections of the workplace and inspections of required documentation.

1.5 Smoking and the use of tobacco products is allowed in designated areas only.

1.6 All vehicle operators and passengers of contractor and privately owned vehicles are required to wear seatbelts while their vehicle is in operation on the installation and/or performing work

under this contract. The use of seatbelts is also required on all mobile construction equipment operating on the installation and/or performing work under this contract.

1.7 All vehicle operators and passengers are prohibited from using a cell phone, personal digital assistant (PDA), or Blackberry™, unless the vehicle is safely parked or the operator is using a hands-free device. The use of portable headphones, earphones, or other listening devices (except for hand-free cell phones) while operating a motor vehicle is also prohibited.

1.8 Should an accident occur and in the event the US government investigates the mishap, the contractor and subcontractors shall cooperate fully and assist government personnel during the investigation period. Instructions pertaining to the assistance required from the contractor in support of an investigation and the point of contact of the MARCORLOGCOM safety personnel involved in an investigation will be provided by the COR or the Contracting Officer.

**5. In-Process Program Review (IPR).** The government will conduct an IPR at the mid-way point of the period of performance at MARCORLOGCOM, Albany GA. Contractor Team Lead will be the primary briefer and will address Project Plan compliance, contractor performance, and any significant events. IPR's are intended to serve as an opportunity for frank and open discussions on the current status of the project. The Contractor will provide advance copies of IPR agendas, seeking Government input/discussion items five(5) working days prior to the scheduled IPR. The contractor will provide meeting minutes for Government review and approval prior to making them official. The Government shall provide written notice to the Contractor identifying any areas of non-concurrence. Voice Bridge/Video Conferencing will be used whenever feasible to mitigate travel costs.

**XI. List Of Attachments:**

- A. Independent Government Estimate, Workload
- B. Directives and References
- C. Anticipated trips

**ATTACHMENT A**

Independent Government Estimate, Workload

<i><b>ITEM</b></i>	<b>NAME</b>	<b>#</b>
<b>1</b>	SMAG “As Is” Baseline Analysis (SCS-MC)	1
<b>2</b>	SCS-AF Analysis	1
<b>3</b>	N-ERP Analysis	1
<b>4</b>	Comprehensive Business & System Analysis Report	1
<b>5</b>	Executive-Level Out Brief (Study)	1
<b>6</b>	*Implementation Plan (see note below)	1*
<b>7</b>	*Executive-Level Out Brief (Implementation Plan)	1*

\*Contingent on whether the government exercises the option period,

## **ATTACHMENT B**

### Directives and References

- 1) **DOD 7000.14-R:** Financial Management Regulation
- 2) **DOD CIO Net-Centric Data Strategy:** May 9, 2003
- 3) **DODI 4140.01:** DOD Supply Chain Materiel Management Policy
- 4) **DODI 5000.64:** Accountability and Management of DOD Equipment and other Property
- 5) **DODI 8320.02:** Sharing Data, Information, and Information Technology (IT) Services in the Department of Defense
- 6) **DODI 8510.01:** RMF (Risk Management Framework) for DoD IT
- 7) **DODM 4140.01:** Supply Chain Materiel Management Procedures
- 8) **DLM 4000.25:** Defense Logistics Management System
- 9) **DLM 4000.25-1:** Military Standard Requisitioning and Issue Procedures (MILSTRIP)
- 10) **DLM 4000.25-2:** Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP)
- 11) **FIAR Guidance:** Financial Improvement and Audit Readiness Guidance – 2015
- 12) **FISCAM:** Federal Information System Controls Audit Manual
- 13) **FFMIA:** Federal Financial Management Information Act of 1996
- 14) **FISMA:** Federal Information Security Management Act of 2002
- 15) **FMFIA:** Federal Managers' Financial Integrity Act of 1982
- 16) **Financial Audit Manuals** (Vol. I, II, III)
- 17) **LOGCOM Unified IT Governance Process**
- 18) **Marine Corps Enterprise Architecture (EA) Implementation Plan FY 2015**
- 19) **MCO 5231.3:** MARINE CORPS DATA STRATEGY
- 20) **MICPP:** Manager's Internal Controls Program Procedures
- 21) **NIST SP 800-37 Rev 1:** National Institute of Standards and Technology Special Publication 800-37 Rev 1, Guide to Apply the Risk Management Framework to Federal Information Systems
- 22) **UM 4000.125:** Retail Supply and Maintenance Execution Procedures

**ATTACHMENT C**

Anticipated Trips

<b>EVENT</b>	<b>LOCATION</b>	<b>FREQUENCY</b>
1) Start of Work Meeting	Albany, GA	1
2) SMAG "As-Is" Baseline Analysis	" "	1
3) N-ERP Analysis	NAS Mechanicsburg, PA	3
4) SCS-AF Analysis	Wright-Patterson AFB, OH	3
5) IPR	Albany, GA	1
6) Executive-Level Out Brief / (Study)	Albany, GA	1
7) Executive-Level Out Brief / (Implementation Plan)	Albany, GA	1

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