

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. W911XK-04-P-0029	2. DELIVERY ORDER/ CALL NO. W911XK	3. DATE OF ORDER/CALL 2004 Jan 28	4. REQ/ PURCH. REQUEST NO. W56MES-3346-6205	5. PRIORITY
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6. ISSUED BY CONTRACTING DIVISION DETROIT DISTRICT, USAED P.O. BOX 1027 DETROIT MI 48231-1027	CODE W911XK	7. ADMINISTERED BY SEE ITEM 6	CODE	8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER (See Schedule if other)
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9. CONTRACTOR GEOMAP TECHNOLOGIES, INC. 3910 US HIGHWAY 301 NORTH SUITE 240 TAMPA FL 33619	CODE 1MGS7	FACILITY 1MGS7	10. DELIVER TO FOB POINT BY (Date) SEE SCHEDULE	11. MARK IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED
			12. DISCOUNT TERMS	
13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15				

14. SHIP TO IMO-SYSTEMS OPERATION BRANCH DETROIT DISTRICT, USAED P.O. BOX 1027 477 DETROIT MI 48231-1027	CODE H710C00	15. PAYMENT WILL BE MADE BY U S ARMY CORPS OF ENGINEERS FINANCE AND 5700 WASP AVENUE MILLINGTON TN 38054	CODE T0B0200	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
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16. TYPE OF ORDER	DELIVERY/ CALL	<input type="checkbox"/>	This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input checked="" type="checkbox"/>	Reference your quote dated 14-Jan-2004 Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED. SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:			

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.	24. UNITED STATES OF AMERICA TEL: 313 226-3648 EMAIL: William. L. Bruss@lre02.usace.army.m; BY: WILLIAM L BRUSS		25. TOTAL \$18,000.00
			29. DIFFERENCES

26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED DATE _____ SIGNATURE OF AUTHORIZED GOVT. REP. _____	27. SHIP NO.	28. DO VOUCHER NO.	30. INITIALS
	<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR
	31. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		

36. I certify this account is correct and proper for payment. DATE _____ SIGNATURE AND TITLE OF CERTIFYING OFFICER _____				34. CHECK NUMBER	35. BILL OF LADING NO.
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37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
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Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	DEVELOP AND LAUNCH INTRANET WEB SITE FFP (See Scope of Work included) PURCHASE REQUEST NUMBER: W56MES-3346-6205	1	Lump Sum	\$18,000.00	\$18,000.00
NET AMT					\$18,000.00

FOB: Destination

SOW

Scope of Work Detroit District Intranet Web Site

The scope of work requires that the contractor works on-site to provide non-personal, professional services for intranet web site development to the Detroit District, USACE. Services include, but are not limited to, consulting, designing, developing, and implementing an intranet web site for the Detroit District. Development work includes creating web-based applications used for viewing reports from information housed in databases such as MS SQL 2000.

Overall Intranet design will allow users to access reports on-line that contain dynamic data extracted from appropriate databases. The contractor shall analyze how data is currently stored and recommend the best way to retrieve and present the data. Viewing of reports will be done using standard web browsers such as Microsoft (MS) Internet Explorer and Netscape. New application development and database creation will be required. Applications will be developed using commercial off-the-shelf software (COTS) such as ASP.net and Visual Basic. Security issues will be addressed to insure that only authorized users of the system will view reports.

The scope of work to be completed by the contractor consists of taking an existing design template, reviewing functional specification(s), identifying modular tiered design parameters, assigning development staff, developing code, debugging code and developing unit test plans using product specifications.

Intranet will be designed and function as the Detroit District's most important tool for information exchange, becoming one location, available to everyone, from any place, at any time, to find:

- Staff Contact Information
- Organizational Contacts
- Scheduling/Coverage
- Command and other Organizational Alerts & News
- Office Forms
- Policies & Procedures

- Event Calendar(s)
- Discussion groups (staffing)
- Professional Articles/Newsletters
- Training Opportunities or Documents
- Help Desk trouble-shooting and "How-to" Tip Sheets
- Personnel Information
- Internal Employment Opportunities
- Employee Bulletin Board(s)
- Special Programs or Memberships available to staff and information related to those programs and/or opportunities (i.e. MREA and Unions)
- By-Laws, Command Policies and Handbooks
- Meeting Minutes & Agendas

The contractor will work on-site with District personnel on Intranet:

- Overall Strategy
- Functionality
- Download Time
- Ease of Navigation
- Usefulness and practical application approaches for Content
- Overall Graphic Presentation
- identifying report content and layout.

The types of support services that fall within the scope of this work are those which are usually referred to as traditional automated data processing (ADP) or information technology (IT) support services. The skills and knowledge within this area are foundational to specialized aspects of information processing, represented by the other principal Task Areas identified in the contract. The scope of work for the Information Systems Services principal Task Area includes all aspects of software, security, training, and quality assurance support services including, but is not limited to:

- System, Software and Database Design,
- Development Implementation and Customization
- Requirements Analysis, Web-Site Development and Optimization
- System Integration and Integration Support
- Software Engineering and Integration Support
- Object Oriented Methodology, Analysis, Design and Programming Support; and
- Security Planning and Analysis Support

Task 1: Analysis/Software Requirement: During the review and analysis phase, the contractor shall review existing intranet design template and existing layouts. The contractor shall also review all existing intranet web pages. After the review, contractor will draft preliminary software specifications. Following software specifications draft, the contractor will:

- review preliminary software specifications with IM web team.
- incorporate feedback on software specifications
- complete the design and publish the Initial Design Report (IDR) The Initial Design Report (IDR) documents the technical requirements for the site, the number and types of elements (i.e. interactive, graphical, or static) the site will contain, the functionality of any interactive elements, and the site's basic navigational structure. This document also sets forth a plan of implementation: the schedule of deliverables, the scope and type of labor to be allocated, a timeline for completion, and the final budget. The IDR is a reference point for the development process and a blueprint for the project's feature set. This document may go through a few revisions until mutual agreement is reached.

- obtain approval to proceed to Task 2

Task 2: Initial Design and Development: Based on approved Initial Design Report (IDR) Contractor will work on-site with District personnel to implement approved design. Group will implement the technical requirements for the site and the number and types of elements (i.e. interactive, graphical, or static, identified in the final IDR, assuring functionality of interactive elements, and of the site's basic navigational structure. Activities will be undertaken according to the plan for implementation, schedule of deliverables and within defined and agreed completion dates, and agreed budget. The approved IDR serves as a reference point for the development process and a blueprint for the Intranet's feature set. During this process the Contractor will:

- develop prototype based on functional specifications outlined in the IDR
- review function specifications.
- incorporate feedback into functional specifications.
- The contractor will complete design.
- obtain approval to proceed to Task 3.

Task 3: Prototype Demonstration: Contractor shall create a working prototype to demonstrate the features to the IM team, ensuring that the solution is not only effective but also useable. Following approval of prototype, Contractor will then move to Task 4.

Task 4: Production: The production phase is the heart of the on-site development process. Contractor, with USACE Team assistance, transfers old Intranet information as appropriate, adapts information when necessary, transfers and/or creates programming, graphics production, and integration of third-party elements. Contractor ensures that all members of the team understand their tasks, and that communication remains constant throughout the production phase. The Contractor will:

- review functional specifications.
- identify modular/tiered design parameters.
- assign development staff.
- develop code
- develop testing and primary debugging.
- complete development.

A review and revision period is built into the Production phase, during which time District members may wish to request modifications to the site's content, or compile and submit revisions before initial posting.

Task 5: Testing: Although testing occurs throughout the development process, the formal testing phase begins when production nears completion. Team scrutinizes the functionality of interactive elements and the appearance of pages on all target browsers and platforms. Database integration is verified, and custom code is validated. The Contractor will:

- develop unit test plans using product specifications
- develop integration test plans using product specifications

Task 6 Launch: The developed site is relocated from development servers to final production home. Additional testing is done to ensure a successful installation.

Task 7 Maintenance Training: Forms, information, processes, and policies must be kept up-to-date on the newly implemented Intranet by the in-house IT Team. Contractor shall provide guidance and process information required to effectively maintain the Detroit District corporate Intranet site regardless of the platform. Intranet training will be provided to USACE IT personnel to enable them to replace an old document with a new/revised document.

Deliverables:

- Initial Design Report (IDR)
- Site Diagram
- Specification on Database Design for Departmental Databases
- All Source Code
- All Supporting files
- Test plan
- Deployment plan
- Security & Permission Plan
- Training for staff in basic usage of chosen web design software and maintenance of new website
- System Documenting and end user documentation
- Functioning website that meets contracted requirements
- Uploading and testing of new website to live web server

Requirements:

Detroit District personnel requirements are as follows: Contractor must have some demonstrated experience in building ASP.Net applications and .Net assemblies and C+.

Contractor should have at least 3-5 years demonstrated work experience in developing three-tier web applications using DHTML, VBScript and/or JavaScript, ASP, VB, COM, DCOM and SQL Server (Stored procedures especially) with some IIS and Command scripts experience. The following are requirements for the contractor position:

- 3 plus years of HTML, SQL, VB or C/C++ is required.
- Contractor must also provide previous project completion of an ASP.NET application deployment, references will be checked. Reference can be web links to completed projects.
- Knowledge of Internet technologies including Windows 2000 and IIS is required.
- Experience with security implementation may be required.
- Demonstrated experience developing web sites using the latest technology, for example, Dynamic HTML and JavaScript required.
- Experience in graphics, layout and design required.
- Strong communication skills along with ability to meet deadlines in a fast paced environment required.
- Must have strong attention to detail and be able to work as a team player. Demonstrated experience with project planning and excellent project management skills required.

Addendum:

Frequently Asked Questions:

1. Is there an incumbent contractor currently performing this work? If so, please indicate the name of this company, and if this incumbent is allowed to bid on this effort? **There is no incumbent contractor working on this project.**
2. What is the defined project schedule established for this effort, or a due date for project completion? **Total time to completion is expected to be 120 hours from commencement of the project.**
3. What is the estimated number of web pages that are required by this effort? **There are approximately 250 pages.**
4. How many users will use this system? Are these users all USACE personnel? **The system has approximately 500 users and all are USACE employees.**
5. How many databases are envisioned for this effort? Are the schemas of any existing databases available for review? **There is expected to be one database with approximately 15 tables. There is currently no existing database.**
6. How many reports, and of what types, are required to be developed for this project? **There is an Initial Design Report required before proceeding to the next phase. The Initial Design Report documents the technical requirements for the site, the number and types of elements. The elements of the required report are discussed under Task 1: Analysis/Software requirement and in Task 7, Maintenance Training. This document is to be used as a tool for the discussion. In its final form, the plan will be for implementation (with schedule and final budget). Negotiation and approval of the report is required before moving on to the next phase .**
7. In Task 1 on page 3 of the scope of work, it is indicated that the final budget will be determined and approved during Task 1 before proceeding on to Task 2. As we are asked to provide a quote for the entire project, will the project bid price be adjusted in the event that additional requirements are determined during Task 1 and identified in the Initial Design Report (IDR)? **Yes, if the Detroit District concurs with your findings.**
8. Will USACE personnel supply the actual content for the various components within the site, such as the various policies and procedures documents? **Yes.**
9. When the RFP indicates "on-site", does this mean the entire team of personnel need to be on-site or may partial staffing be on-site and partial off so that there is more cost savings realized? **The entire team of personnel need not be on-site. We need one contact person on-site to discuss scope of work of the project.**
10. Is there an existing URL where we may review the pages for this effort? **No, but the number of pages is estimated to be 250, with one database and approximately 15 tables. Reason being is that URL is behind our firewall and not for public access.**

Additional Information: We are looking to create an ASP.NET portal web site with logon capabilities for our users.

Section F - Deliveries or Performance

CLAUSES INCORPORATED BY REFERENCE

52.242-15

Stop-Work Order

AUG 1989

Section H - Special Contract Requirements

CLAUSES INCORPORATED BY REFERENCE

PIL 2003-06	Security Contract for all Corps of Engineers Unclassified Contracts	FEB 2003
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Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.219-6	Notice Of Total Small Business Set-Aside	JUN 2003
52.222-42	Statement Of Equivalent Rates For Federal Hires	MAY 1989
52.223-6	Drug-Free Workplace	MAY 2001
52.226-1	Utilization Of Indian Organizations And Indian-Owned Economic Enterprises	JUN 2000
52.232-17	Interest	JUN 1996
52.232-23	Assignment Of Claims	JAN 1986
52.232-32	Performance-Based Payments	FEB 2002
52.233-1	Disputes	JUL 2002
52.237-3	Continuity Of Services	JAN 1991
52.243-1 Alt I	Changes--Fixed Price (Aug 1987) - Alternate I	APR 1984
52.243-5	Changes and Changed Conditions	APR 1984
52.246-1	Contractor Inspection Requirements	APR 1984
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	Required Central Contractor Registration Alternate A	NOV 2003
252.219-7011	Notification to Delay Performance	JUN 1998
252.225-7001	Buy American Act And Balance Of Payments Program	APR 2003
252.225-7002	Qualifying Country Sources As Subcontractors	APR 2003
252.225-7016	Restriction On Acquisition Of Ball and Roller Bearings	APR 2003
252.227-7013	Rights in Technical Data--Noncommercial Items	NOV 1995
252.227-7014	Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation	JUN 1995
252.227-7015	Technical Data--Commercial Items	NOV 1995
252.227-7016	Rights in Bid or Proposal Information	JUN 1995
252.227-7019	Validation of Asserted Restrictions--Computer Software	JUN 1995
252.227-7021	Rights In Data--Existing Works	MAR 1979
252.227-7025	Limitations on the Use or Disclosure of Government-Furnished Information Marked with Restrictive Legends	JUN 1995
252.227-7027	Deferred Ordering Of Technical Data Or Computer Software	APR 1988
252.227-7030	Technical Data--Withholding Of Payment	MAR 2000
252.227-7036	Declaration of Technical Data Conformity	JAN 1997
252.227-7037	Validation of Restrictive Markings on Technical Data	SEP 1999
252.232-7003	Electronic Submission of Payment Requests	DEC 2003
252.243-7001	Pricing Of Contract Modifications	DEC 1991