

ID	WBS	Task Name
1	1	TASK ORDER 002
2	1.1	Subtask 1: Program and Technical Management
3	1.1.1	Plan Project Execution
4	1.1.1.1	Manage Expectations
5	1.1.1.1.1	Confirm and Monitor Client Expectations
6	1.1.1.1.2	Monitor Client Expectations and Assess Satisfaction
7	1.1.1.2	Develop Detailed Task Order Plans and Schedules
8	1.1.1.2.1	Project Management Workplan
9	1.1.1.2.2	Business Process Re-engineering and Continuous Improvement Workplan
10	1.1.1.2.3	Systems Engineering and Integration Workplan
11	1.1.1.2.4	Legacy System Integration Oversight Workplan
12	1.1.1.2.5	RFID Oversight Workplan
13	1.1.1.2.6	IV&V Support Workplan
14	1.1.1.2.7	Systems Development Work Plans
15	1.1.1.2.7.1	Increment 1 Core Workplan
16	1.1.1.2.7.2	Traveler Folder Workplan
17	1.1.1.2.7.3	Portal Workplan
18	1.1.1.2.8	Implementation Work plans
19	1.1.1.2.8.1	Business Transition Workplan
20	1.1.1.2.8.2	Technical Deployment Workplan
21	1.1.1.2.8.3	Training and User Support Development
22	1.1.1.2.9	Hardware, Software and Services Work plans
23	1.1.1.2.9.1	Increment 1 Core Workplan
24	1.1.1.2.9.2	Traveler Folder Workplan
25	1.1.1.2.9.3	Portal Workplan
26	1.1.1.2.10	Transition to Operations Workplan
27	1.1.1.2.11	Facilities and Infrastructure Workplan
28	1.1.1.2.12	Evaluation of System Performance Work plans
29	1.1.1.2.12.1	Increment 1 Core
30	1.1.1.2.12.2	RFID Enrollment
31	1.1.1.2.12.3	RFID Exit Capture
32	1.1.1.2.12.4	Integrated Traveler Folder
33	1.1.1.2.13	Security and Privacy Implementation Workplan
34	1.1.1.2.14	Define Risk Management Plan
35	1.1.1.2.15	Define Quality Assurance Plan
36	1.1.1.2.16	Configuration Management Plan
37	1.1.1.2.17	Develop Integrated Master Schedule for Implementation
38	1.1.1.2.18	Develop Life Cycle Cost Estimate
39	1.1.2	Organize Project Resources

ID	WBS	Task Name
40	1.1.2.1	Define and Establish Project Level Standards, Policies and Procedures
41	1.1.2.2	Develop Deliverable and Work Product Templates
42	1.1.2.3	Define Resource Requirements
43	1.1.2.4	Organize Project Team
44	1.1.2.5	Establish Other Resources
45	1.1.3	Manage and Control Project Execution
46	1.1.3.1	Measure and Manage Performance
47	1.1.3.2	Generate Progress Reports
48	1.1.3.2.1	Status Reports
49	1.1.3.2.2	Cost Reports
50	1.1.3.2.3	Program Trouble Reports and Tracking Database
51	1.1.3.3	Communicate Progress to US-VISIT Program Office
52	1.1.3.4	Conduct Deliverable Reviews and Obtain Approval
53	1.1.3.5	Provide Ongoing QA Support
54	1.1.3.6	Provide Ongoing CM Support
55	1.1.3.7	Provide Ongoing Risk Management Support
56	1.1.4	Provide Systems Integration Oversight and Support
57	1.1.4.1	RFID
58	1.1.4.1.1	Communicate Requirements
59	1.1.4.1.2	Monitor Vendor Progress
60	1.1.4.2	Legacy Systems
61	1.1.4.2.1	Communicate Requirements
62	1.1.4.2.2	Monitor Vendor Progress
63	1.1.4.3	IV&V Support
64	1.1.4.3.1	Communicate Requirements
65	1.1.4.3.2	Monitor Vendor Progress
66	1.1.5	Conduct Integrated Baseline Review
67	1.1.5.1	Plan Integrated Baseline Review
68	1.1.5.2	Prepare for Integrated Baseline Review
69	1.1.5.3	Conduct Integrated Baseline Review
70	1.1.5.4	Document Integrated Baseline Review Outcomes
71	1.1.6	Conduct Technical Review and Obtain Approval
72	1.1.6.1	Obtain Formal Acceptance of Deliverables
73	1.1.6.2	Finalize and Archive Project Documentation
74	1.1.6.3	Conduct Quality Review
75	1.2	Subtask 2: Business Process Reengineering and Continuous Improvement
76	1.2.1	Entry Process (Increment 1 Core, ITF &RFID Enrollment)
77	1.2.1.1	Analyze and Identify Impacts (Policies, Regulations, Processes and Proced
78	1.2.1.2	Confirm and Prioritize Impacts

ID	WBS	Task Name
79	1.2.1.3	Summarize and Document Impacts
80	1.2.2	Exit Process (RFID Exit)
81	1.2.2.1	Analyze and Identify Impacts (Policies, Regulations, Processes and Proced
82	1.2.2.2	Confirm and Prioritize Impacts
83	1.2.2.3	Summarize and Document Impacts
84	1.3	Subtask 3: System Engineering and Integration
85	1.3.1	Systems Engineering Support and Guidance- Functional
86	1.3.1.1	Systems Engineering Support and Guidance- Functional
87	1.3.1.1.1	Systems Engineering Support and Guidance- Functional
88	1.3.2	Systems Engineering Support and Guidance - Technical
89	1.3.2.1	Systems Engineering Support and Guidance - Technical
90	1.3.2.1.1	Systems Engineering Support and Guidance - Technical
91	1.3.3	Systems Performance Engineering Support
92	1.3.3.1	Systems Performance Engineering Support
93	1.3.3.1.1	Systems Performance Engineering Support
94	1.4	Subtask 4: Design
95	1.4.1	Solution Architecture Management
96	1.4.1.1	Develop Systems Concept of Operations Document
97	1.4.1.1.1	Business Concepts
98	1.4.1.1.2	System Concepts
99	1.4.1.2	Develop System/ Sub-System Design Document
100	1.4.1.2.1	System Inputs (Interfaces, Configuration Items, Users)
101	1.4.1.2.2	System Behavior (Documented Design Decisions)
102	1.4.1.2.3	Database Design (Performance, Scalability, Optimization Approaches)
103	1.4.1.2.4	Design Decisions (Reliability, Maintainability, Availability)
104	1.4.1.2.5	Design Decisions (Security)
105	1.4.1.2.6	Design Decisions (Safety)
106	1.4.1.2.7	Design Decisions (Telecommunications)
107	1.4.1.2.8	Design Decisions (Human Factors Engineering)
108	1.4.1.2.9	Top-Down Architectural Design (CI, CSCI, HCI)
109	1.4.2	Release 1
110	1.4.2.1	Increment 1 Core Enhancement for Land (Release 1)
111	1.4.2.1.1	Create Functional Requirements Document (FRD)
112	1.4.2.1.1.1	Create Requirement Traceability Matrix
113	1.4.2.1.1.2	Define Data Requirements
114	1.4.2.1.1.3	Define Functional Requirements
115	1.4.2.1.1.4	Define Interface Requirements
116	1.4.2.1.1.5	Establish Technology Guidelines and Standards
117	1.4.2.1.1.6	Establish Usability Guidelines and Standards

ID	WBS	Task Name
118	1.4.2.1.1.7	Functional Requirements Review
119	1.4.2.1.2	Create Preliminary Design Document
120	1.4.2.1.2.1	Create Initial Design
121	1.4.2.1.2.2	Create Interface Design Document
122	1.4.2.1.2.3	Create Conversion Plan
123	1.4.2.1.2.4	Create Contingency Plan
124	1.4.2.1.2.5	Create Data Management Plan
125	1.4.2.1.2.6	Create System Workload Analysis Document
126	1.4.2.1.2.7	Perform Preliminary Design review
127	1.4.2.1.3	Review Vendor's Systems Development Plan
128	1.4.2.2	RFID Enrollment (Release 1)
129	1.4.2.2.1	Create Functional Requirements Document (FRD)
130	1.4.2.2.1.1	Create Requirement Traceability Matrix
131	1.4.2.2.1.2	Define Data Requirements
132	1.4.2.2.1.3	Define Functional Requirements
133	1.4.2.2.1.4	Define Interface Requirements
134	1.4.2.2.1.5	Establish Technology Guidelines and Standards
135	1.4.2.2.1.6	Establish Usability Guidelines and Standards
136	1.4.2.2.1.7	Functional Requirements Review
137	1.4.2.2.2	Create Preliminary Design Document
138	1.4.2.2.2.1	Create Initial Design
139	1.4.2.2.2.2	Create Interface Design Document
140	1.4.2.2.2.3	Create Conversion Plan
141	1.4.2.2.2.4	Create Contingency Plan
142	1.4.2.2.2.5	Create Data Management Plan
143	1.4.2.2.2.6	Create System Workload Analysis Document
144	1.4.2.2.2.7	Perform Preliminary Design review
145	1.4.2.2.3	Review Vendor's Systems Development Plan
146	1.4.2.3	Integrated Traveler Folder (Release 1)
147	1.4.2.3.1	Create Functional Requirements Document (FRD)
148	1.4.2.3.1.1	Create Requirement Traceability Matrix
149	1.4.2.3.1.2	Define Data Requirements
150	1.4.2.3.1.3	Define Functional Requirements
151	1.4.2.3.1.4	Define Interface Requirements
152	1.4.2.3.1.5	Establish Technology Guidelines and Standards
153	1.4.2.3.1.6	Establish Usability Guidelines and Standards
154	1.4.2.3.1.7	Functional Requirements Review
155	1.4.2.3.2	Create Preliminary Design Document
156	1.4.2.3.2.1	Create Initial Design

ID	WBS	Task Name
157	1.4.2.3.2.2	Create Interface Design Document
158	1.4.2.3.2.3	Create Conversion Plan
159	1.4.2.3.2.4	Create Contingency Plan
160	1.4.2.3.2.5	Create Data Management Plan
161	1.4.2.3.2.6	Create System Workload Analysis Document
162	1.4.2.3.2.7	Perform Preliminary Design review
163	1.4.2.3.3	Create Detailed Design Document
164	1.4.2.3.3.1	Design Application Components
165	1.4.2.3.3.2	Design Interface Components
166	1.4.2.3.3.3	Design Database Components
167	1.4.2.3.3.4	Design Architecture Components
168	1.4.2.3.3.5	Design Changes to Legacy Systems
169	1.4.2.3.3.6	Create Development Test Plan
170	1.4.2.3.3.7	Perform Critical Design review
171	1.4.2.3.4	Review Systems Development Plan
172	1.4.2.4	Portal (Release 1)
173	1.4.2.4.1	Create Functional Requirements Document (FRD)
174	1.4.2.4.1.1	Create Requirement Traceability Matrix
175	1.4.2.4.1.2	Define Data Requirements
176	1.4.2.4.1.3	Define Functional Requirements
177	1.4.2.4.1.4	Define Interface Requirements
178	1.4.2.4.1.5	Establish Technology Guidelines and Standards
179	1.4.2.4.1.6	Establish Usability Guidelines and Standards
180	1.4.2.4.1.7	Functional Requirements Review
181	1.4.2.4.2	Create Preliminary Design Document
182	1.4.2.4.2.1	Create Initial Design
183	1.4.2.4.2.2	Create Interface Design Document
184	1.4.2.4.2.3	Create Conversion Plan
185	1.4.2.4.2.4	Create Contingency Plan
186	1.4.2.4.2.5	Create Data Management Plan
187	1.4.2.4.2.6	Create System Workload Analysis Document
188	1.4.2.4.2.7	Perform Preliminary Design review
189	1.4.2.4.3	Create Detailed Design Document
190	1.4.2.4.3.1	Design Application Components
191	1.4.2.4.3.2	Design Interface Components
192	1.4.2.4.3.3	Design Database Components
193	1.4.2.4.3.4	Design Architecture Components
194	1.4.2.4.3.5	Design Changes to Legacy Systems
195	1.4.2.4.3.6	Create Development Test Plan

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196	1.4.2.4.3.7	Perform Critical Design review
197	1.4.2.4.4	Review Systems Development Plan
198	1.4.2.5	Create Technical Design Document - Release 1
199	1.4.2.5.1	Define Technical Architecture Direction
200	1.4.2.5.2	Define Application Architecture
201	1.4.2.5.3	Define Infrastructure Architecture
202	1.4.2.5.4	Define Network Architecture
203	1.4.2.5.5	Define Operations Architecture
204	1.4.3	Release 2
205	1.4.3.1	RFID Exit Capture (Release 2)
206	1.4.3.1.1	Create Functional Requirements Document (FRD)
207	1.4.3.1.1.1	Create Requirement Traceability Matrix
208	1.4.3.1.1.2	Define Data Requirements
209	1.4.3.1.1.3	Define Functional Requirements
210	1.4.3.1.1.4	Define Interface Requirements
211	1.4.3.1.1.5	Establish Technology Guidelines and Standards
212	1.4.3.1.1.6	Establish Usability Guidelines and Standards
213	1.4.3.1.1.7	Functional Requirements Review
214	1.4.3.1.2	Create Preliminary Design Document
215	1.4.3.1.2.1	Create Initial Design
216	1.4.3.1.2.2	Create Interface Design Document
217	1.4.3.1.2.3	Create Conversion Plan
218	1.4.3.1.2.4	Create Contingency Plan
219	1.4.3.1.2.5	Create Data Management Plan
220	1.4.3.1.2.6	Create System Workload Analysis Document
221	1.4.3.1.2.7	Perform Preliminary Design review
222	1.4.3.1.3	Review Vendor's Systems Development Plan
223	1.4.3.2	Integrated Traveler Folder (Release 2)
224	1.4.3.2.1	Create Functional Requirements Document (FRD)
225	1.4.3.2.1.1	Create Requirement Traceability Matrix
226	1.4.3.2.1.2	Define Data Requirements
227	1.4.3.2.1.3	Define Functional Requirements
228	1.4.3.2.1.4	Define Interface Requirements
229	1.4.3.2.1.5	Establish Technology Guidelines and Standards
230	1.4.3.2.1.6	Establish Usability Guidelines and Standards
231	1.4.3.2.1.7	Functional Requirements Review
232	1.4.3.2.2	Create Preliminary Design Document
233	1.4.3.2.2.1	Create Initial Design
234	1.4.3.2.2.2	Create Interface Design Document

ID	WBS	Task Name
235	1.4.3.2.2.3	Create Conversion Plan
236	1.4.3.2.2.4	Create Contingency Plan
237	1.4.3.2.2.5	Create Data Management Plan
238	1.4.3.2.2.6	Create System Workload Analysis Document
239	1.4.3.2.2.7	Perform Preliminary Design review
240	1.4.3.2.3	Create Detailed Design Document
241	1.4.3.2.3.1	Design Application Components
242	1.4.3.2.3.2	Design Interface Components
243	1.4.3.2.3.3	Design Database Components
244	1.4.3.2.3.4	Design Architecture Components
245	1.4.3.2.3.5	Design Changes to Legacy Systems
246	1.4.3.2.3.6	Create Development Test Plan
247	1.4.3.2.3.7	Perform Critical Design review
248	1.4.3.2.4	Review Systems Development Plan
249	1.4.3.3	Update Technical Design Document
250	1.4.3.3.1	Update Technical Architecture Direction
251	1.4.3.3.2	Update Application Architecture
252	1.4.3.3.3	Update Infrastructure Architecture
253	1.4.3.3.4	Update Network Architecture
254	1.4.3.3.5	Update Operations Architecture
255	1.4.4	Conduct and Document Legacy System Study
256	1.4.4.1	Research Legacy Systems
257	1.4.4.2	Identify and Document Legacy System Interactions
258	1.4.4.3	Identify and Document Legacy System Changes
259	1.5	Subtask 5: Develop
260	1.5.1	Release 1
261	1.5.1.1	Integrated Traveler Folder (Release 1)
262	1.5.1.1.1	Coding and Development Testing
263	1.5.1.1.1.1	Code and Unit Test Application Components
264	1.5.1.1.1.2	Code and Unit Test Interface Components
265	1.5.1.1.1.3	Code and Unit Test Database Components
266	1.5.1.1.1.4	Code and Unit Test Architecture Components
267	1.5.1.1.1.5	Code and Unit Test Legacy System Components
268	1.5.1.1.1.6	Conduct Integration Test
269	1.5.1.1.1.7	Generate Development Test Analysis report
270	1.5.1.1.1.8	Testing Fix-it
271	1.5.1.1.2	Create Documentation
272	1.5.1.1.2.1	Create Version Description Document
273	1.5.1.1.2.2	Create User Manual

ID	WBS	Task Name
274	1.5.1.1.2.3	Create Maintenance Manual
275	1.5.1.1.2.4	Create Systems Administration Manual
276	1.5.1.2	Portal (Release 1)
277	1.5.1.2.1	Coding and Development Testing
278	1.5.1.2.1.1	Code and Unit Test Application Components
279	1.5.1.2.1.2	Code and Unit Test Interface Components
280	1.5.1.2.1.3	Code and Unit Test Database Components
281	1.5.1.2.1.4	Code and Unit Test Architecture Components
282	1.5.1.2.1.5	Code and Unit Test Legacy System Components
283	1.5.1.2.1.6	Conduct Integration Test
284	1.5.1.2.1.7	Generate Development Test Analysis report
285	1.5.1.2.1.8	Testing Fix-it
286	1.5.1.2.2	Create Documentation
287	1.5.1.2.2.1	Create Version Description Document
288	1.5.1.2.2.2	Create User Manual
289	1.5.1.2.2.3	Create Maintenance Manual
290	1.5.1.2.2.4	Create Systems Administration Manual
291	1.5.1.3	Build Development Technical Architecture
292	1.5.1.3.1	Build Development Environment
293	1.5.1.3.2	Support Development Environment
294	1.5.1.4	Build Test Technical Architecture
295	1.5.1.4.1	Build Test Environment
296	1.5.1.4.2	Support Test Environment
297	1.5.1.5	Build Production Technical Architecture
298	1.5.1.5.1	Build Production Environment
299	1.5.1.5.2	Build Operations Environment
300	1.5.2	Release 2
301	1.5.2.1	Integrated Traveler Folder (Release 2)
302	1.5.2.1.1	Coding and Development Testing
303	1.5.2.1.1.1	Code and Unit Test Application Components
304	1.5.2.1.1.2	Code and Unit Test Interface Components
305	1.5.2.1.1.3	Code and Unit Test Database Components
306	1.5.2.1.1.4	Code and Unit Test Architecture Components
307	1.5.2.1.1.5	Code and Unit Test Legacy System Components
308	1.5.2.1.1.6	Conduct Integration Test
309	1.5.2.1.1.7	Generate Development Test Analysis report
310	1.5.2.1.1.8	Testing Fix-it
311	1.5.2.1.2	Create Documentation
312	1.5.2.1.2.1	Create Version Description Document

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313	1.5.2.1.2.2	Create User Manual
314	1.5.2.1.2.3	Create Maintenance Manual
315	1.5.2.1.2.4	Create Systems Administration Manual
316	1.5.2.2	Update Development Technical Architecture
317	1.5.2.2.1	Update Development Environment
318	1.5.2.2.2	Support Development Environment
319	1.5.2.3	Update Test Technical Architecture
320	1.5.2.3.1	Update Test Environment
321	1.5.2.3.2	Support Test Environment
322	1.5.2.4	Update Production Technical Architecture
323	1.5.2.4.1	Update Production Environment
324	1.5.2.4.2	Update Operations Environment
325	1.6	Subtask 6: Test
326	1.6.1	Release 1
327	1.6.1.1	Increment 1 Core Enhancement for Land (Release 1)
328	1.6.1.1.1	Interoperability Testing
329	1.6.1.1.1.1	Create Test Plan
330	1.6.1.1.1.2	Conduct Test Readiness Review
331	1.6.1.1.1.3	Conduct Capability Verification
332	1.6.1.2	RFID Enrollment (Release 1)
333	1.6.1.2.1	Interoperability Testing
334	1.6.1.2.1.1	Create Test Plan
335	1.6.1.2.1.2	Conduct Test Readiness Review
336	1.6.1.2.1.3	Conduct Capability Verification
337	1.6.1.3	Integrated Traveler Folder (Release 1)
338	1.6.1.3.1	Conduct Test Readiness Review
339	1.6.1.3.2	Interoperability Testing
340	1.6.1.3.2.1	Manage and Coordinate Testing Efforts
341	1.6.1.3.2.2	Plan Interoperability Test
342	1.6.1.3.2.3	Conduct Interoperability Test
343	1.6.1.3.2.4	Generate Interoperability Test Analysis Report
344	1.6.1.3.3	Independent Testing (IV&V)
345	1.6.1.3.3.1	Plan Independent Test
346	1.6.1.3.3.2	Coordinate Independent Test
347	1.6.1.3.3.3	Review Independent Test Analysis Report
348	1.6.1.3.4	Customer/System Acceptance Testing
349	1.6.1.3.4.1	Plan Customer/System Acceptance Test
350	1.6.1.3.4.2	Coordinate Customer/System Acceptance Test
351	1.6.1.3.4.3	Generate Customer/System Acceptance Test Analysis Report

ID	WBS	Task Name
352	1.6.1.3.5	Final Preparation for Release
353	1.6.1.3.5.1	Create Certification and Accreditation Package
354	1.6.1.3.5.2	Conduct Release Readiness Review
355	1.6.1.4	Portal (Release 1)
356	1.6.1.4.1	Conduct Test Readiness Review
357	1.6.1.4.2	Interoperability Testing
358	1.6.1.4.2.1	Manage and Coordinate Testing Efforts
359	1.6.1.4.2.2	Plan Interoperability Test
360	1.6.1.4.2.3	Conduct Interoperability Test
361	1.6.1.4.2.4	Generate Interoperability Test Analysis Report
362	1.6.1.4.3	Independent Testing (IV & V)
363	1.6.1.4.3.1	Plan Independent Test
364	1.6.1.4.3.2	Coordinate Independent Test
365	1.6.1.4.3.3	Review Independent Test Analysis Report
366	1.6.1.4.4	Customer/System Acceptance Testing
367	1.6.1.4.4.1	Plan Customer/System Acceptance Test
368	1.6.1.4.4.2	Coordinate Customer/System Acceptance Test
369	1.6.1.4.4.3	Generate Customer/System Acceptance Test Analysis Report
370	1.6.1.4.5	Final Preparation for Release
371	1.6.1.4.5.1	Create Certification and Accreditation Package
372	1.6.1.4.5.2	Conduct Release Readiness Review
373	1.6.2	Release 2
374	1.6.2.1	RFID Exit (Release 2)
375	1.6.2.1.1	Interoperability Testing
376	1.6.2.1.1.1	Create Test Plan
377	1.6.2.1.1.2	Conduct Test Readiness Review
378	1.6.2.1.1.3	Conduct Capability Verification
379	1.6.2.2	Integrated Traveler Folder (Release 2)
380	1.6.2.2.1	Conduct Test Readiness Review
381	1.6.2.2.2	Interoperability Testing
382	1.6.2.2.2.1	Manage and Coordinate Testing Efforts
383	1.6.2.2.2.2	Plan Interoperability Test
384	1.6.2.2.2.3	Conduct Interoperability Test
385	1.6.2.2.2.4	Generate Interoperability Test Analysis Report
386	1.6.2.2.3	Independent Testing (IV & V)
387	1.6.2.2.3.1	Plan Independent Test
388	1.6.2.2.3.2	Coordinate Independent Test
389	1.6.2.2.3.3	Review Independent Test Analysis Report
390	1.6.2.2.4	Customer/System Acceptance Testing

ID	WBS	Task Name
391	1.6.2.2.4.1	Plan Customer/System Acceptance Test
392	1.6.2.2.4.2	Coordinate Customer/System Acceptance Test
393	1.6.2.2.4.3	Generate Customer/System Acceptance Test Analysis Report
394	1.6.2.2.5	Final Preparation for Release
395	1.6.2.2.5.1	Create Certification and Accreditation Package
396	1.6.2.2.5.2	Conduct Release Readiness Review
397	1.7	Subtask 7: Implementation
398	1.7.1	Plan
399	1.7.1.1	Develop Installation Rollout Plan
400	1.7.1.1.1	Develop Installation Rollout Plan
401	1.7.2	Mobilize
402	1.7.2.1	Mobilize and Train Deployment Resources
403	1.7.2.1.1	Mobilize and Train Deployment Resources
404	1.7.2.2	Execute Deployment Installation and Activation Dry-Run
405	1.7.2.2.1	Execute Deployment Installation and Activation Dry-Run
406	1.7.3	Execute Dec 2004 Release
407	1.7.3.1	Site 1 thru 51
408	1.7.3.1.1	Site Survey
409	1.7.3.1.1.1	Perform Site Survey & Site Survey Report (SSR)
410	1.7.3.1.1.2	Complete Site Security Assessment (SSA) and SSA Report
411	1.7.3.1.2	Site Preparation
412	1.7.3.1.2.1	Conduct Site Implementation Agreement (SIA) Meetings
413	1.7.3.1.2.2	Develop Site Preparation Requirements and Installation / Checkou
414	1.7.3.1.2.3	Develop Site-Specific Cutover / Transition Plans
415	1.7.3.1.3	Site Activation
416	1.7.3.1.3.1	Conduct Site Preparation, Installation and Checkout
417	1.7.3.1.3.2	Provide Site Support
418	1.7.3.1.3.3	Facilitate Site Acceptance Test
419	1.7.3.2	Support Deployment Continuous Improvement
420	1.7.3.2.1	Deployment Mobilization Support
421	1.8	Subtask 8: Hardware, Software, and Services
422	1.8.1	Procure, Warehouse, and Distribute Increment 1 Equipment
423	1.8.1.1	Procure, Warehouse, and Distribute Increment 1 Equipment
424	1.8.1.1.1	Procure, Warehouse, and Distribute Increment 1 Equipment
425	1.8.2	Provide Remote Support for Equipment
426	1.8.2.1	Provide Remote Support for Equipment
427	1.8.2.1.1	Provide Remote Support for Equipment
428	1.8.3	Deploy Increment 2B Core Data Center Equipment
429	1.8.3.1	Determine Vendors

ID	WBS	Task Name
430	1.8.3.2	Facilitate Contractual Procurement Processes
431	1.8.3.3	Procure Equipment
432	1.8.3.4	Install Equipment
433	1.9	Subtask 9: Training
434	1.9.1	Train-the-Trainer - Release 1
435	1.9.1.1	Requirements & Design
436	1.9.1.1.1	Determine Training Requirements and Design
437	1.9.1.1.2	Incorporate Increment 1 Materials
438	1.9.1.2	Develop
439	1.9.1.2.1	Develop End-User Training Materials
440	1.9.1.3	Training Dry-Run
441	1.9.1.3.1	Test-Run and SME Review
442	1.9.1.4	Deploy
443	1.9.1.4.1	Conduct Train-the-Trainer Training Sessions
444	1.9.2	Train-the-Trainer - Release 2
445	1.9.2.1	Update
446	1.9.2.1.1	Update End-User Training Materials
447	1.9.3	System Training - Release 1
448	1.9.3.1	Requirements & Design
449	1.9.3.1.1	Determine Training Requirements and Design
450	1.9.3.1.2	Incorporate Increment 1 Materials
451	1.9.3.2	Develop
452	1.9.3.2.1	Develop System Training Materials
453	1.9.3.3	Deploy
454	1.9.3.3.1	Conduct System Training Sessions
455	1.9.4	System Training - Release 2
456	1.9.4.1	Update
457	1.9.4.1.1	Update System Training Materials
458	1.10	Subtask 10: Transition to Operations
459	1.10.1	Define Transition to Operations Plan (Release 1)
460	1.10.1.1	Plan Business Transition
461	1.10.1.1.1	Program Business Transition
462	1.10.1.1.1.1	Develop and Execute Organization Change Management/Outreach
463	1.10.1.1.1.2	Logistics/Central Support
464	1.10.1.1.1.2.1	Develop Central Support Operating Procedures
465	1.10.1.1.1.3	Develop Transition Management Plan
466	1.10.1.1.2	Cross-Program Coordination
467	1.10.1.1.2.1	DHS Agency Coordination
468	1.10.1.1.2.2	Non-DHS Agency Coordination

ID	WBS	Task Name
469	1.10.1.2	Plan System Transition
470	1.10.1.2.1	Manage Transition with DHS IT Management
471	1.10.1.2.2	Define Operational Requirements
472	1.10.1.2.2.1	Operational Requirements Document
473	1.10.1.2.3	Develop Systems Operational Transition Plan
474	1.10.1.2.3.1	Create Systems Operations Approach
475	1.10.1.2.3.2	Increment Readiness Acceptance reports
476	1.10.1.2.4	Define Operational Architecture
477	1.10.1.2.4.1	Define Operational Architecture Modifications/enhancement
478	1.10.1.3	Develop Transition to Operations Plan
479	1.10.1.4	Mobilize Transition Resources
480	1.10.1.4.1	Central Support Team Orientation
481	1.10.2	Execute Transition to Operations (Release 1)
482	1.10.2.1	Business Transition
483	1.10.2.1.1	Program Business Transition
484	1.10.2.1.1.1	Develop and Execute Organization Change Management/Outreach
485	1.10.2.1.1.2	Logistics/Central Support
486	1.10.2.1.1.3	Implementation Coordination
487	1.10.2.1.1.4	Training Transition
488	1.10.2.1.1.5	Business Process Reengineering
489	1.10.2.1.2	Cross-Program Coordination
490	1.10.2.1.2.1	DHS Agency Coordination
491	1.10.2.1.2.2	Non-DHS Agency Coordination
492	1.10.2.2	System Transition
493	1.10.2.2.1	Integrate and Coordinate Schedule Activities
494	1.10.2.2.1.1	Facilitate Data center Systems to Operations
495	1.10.2.2.1.2	Facilitate Data center processes to Operations
496	1.10.2.2.2	Systems Asset Management Transition
497	1.10.3	Define Transition to Operations Plan (Release 2)
498	1.10.3.1	Plan Business Transition
499	1.10.3.1.1	Program Business Transition
500	1.10.3.1.1.1	Develop and Execute Organization Change Management/Outreach
501	1.10.3.1.1.2	Logistics/Central Support
502	1.10.3.1.1.2.1	Develop Central Support Operating Procedures
503	1.10.3.1.1.3	Develop Transition Management Plan
504	1.10.3.1.2	Cross-Program Coordination
505	1.10.3.1.2.1	DHS Agency Coordination
506	1.10.3.1.2.2	Non-DHS Agency Coordination
507	1.10.3.2	Plan System Transition

ID	WBS	Task Name
508	1.10.3.2.1	Manage Transition with DHS IT Management
509	1.10.3.2.2	Define Operational Requirements
510	1.10.3.2.2.1	Operational Requirements Document
511	1.10.3.2.3	Develop Systems Operational Transition Plan
512	1.10.3.2.3.1	Create Systems Operations Approach
513	1.10.3.2.3.2	Increment Readiness Acceptance reports
514	1.10.3.2.4	Define Operational Architecture
515	1.10.3.2.4.1	Define Operational Architecture Modifications/enhancement
516	1.10.3.3	Develop Transition to Operations Plan
517	1.10.3.4	Mobilize Transition Resources
518	1.10.4	Execute Transition to Operations (Release 2)
519	1.10.4.1	Business Transition
520	1.10.4.1.1	Program Business Transition
521	1.10.4.1.1.1	Develop and Execute Organization Change Management/Outreach
522	1.10.4.1.1.2	Logistics/Central Support
523	1.10.4.1.1.3	Implementation Coordination
524	1.10.4.1.1.4	Training Transition
525	1.10.4.1.1.5	Business Process Reengineering
526	1.10.4.1.2	Cross-Program Coordination
527	1.10.4.1.2.1	DHS Agency Coordination
528	1.10.4.1.2.2	Non-DHS Agency Coordination
529	1.10.4.2	System Transition
530	1.10.4.2.1	Integrate and Coordinate Schedule Activities
531	1.10.4.2.1.1	Facilitate Data center Systems to Operations
532	1.10.4.2.1.2	Facilitate Data Center processes to Operations
533	1.11	Subtask 11: Systems and Infrastructure Operation and Support Services
534	1.11.1	Deployment Help Desk
535	1.11.1.1	Plan and Prepare Help Desk
536	1.11.1.2	Operate Help Desk
537	1.11.2	Logistical Support
538	1.12	Subtask 12: Facilities and Infrastructure
539	1.12.1	Release 1
540	1.12.1.1	Identify and Document Equipment Location at POEs
541	1.12.1.2	Identify and Document Facilities Modifications Required at POEs
542	1.12.1.3	Identify and Document Central Data Centers
543	1.12.1.4	Communicate Critical Facilities Dependencies
544	1.12.1.5	Integrate and Coordinate Schedule Activities
545	1.13	Subtask 13: Evaluation of Systems Performance
546	1.13.1	Release 1 - Technical Performance Testing

ID	WBS	Task Name
547	1.13.1.1	Increment 1 Core Enhancement for Land
548	1.13.1.1.1	Prepare Systems Performance and Workload Test Plan and Execution
549	1.13.1.1.2	Conduct Systems Performance Workload Test
550	1.13.1.1.2.1	Work with Incumbents to Resolve Systems Performance Workload
551	1.13.1.1.2.2	Prepare Systems Performance and Workload Test Report
552	1.13.1.2	RFID Enrollment
553	1.13.1.2.1	Prepare Systems Performance and Workload Test Plan and Execution
554	1.13.1.2.2	Conduct Systems Performance Workload Test
555	1.13.1.2.2.1	Work with Contractor to Resolve Systems Performance Workload
556	1.13.1.2.2.2	Prepare Systems Performance and Workload Test Report
557	1.13.1.3	Integrated Traveler Folder
558	1.13.1.3.1	Prepare Systems Performance and Workload Test Plan and Execution
559	1.13.1.3.2	Conduct Systems Performance Workload Test
560	1.13.1.3.2.1	Resolve Systems Performance Workload Issues
561	1.13.1.3.2.2	Prepare Systems Performance and Workload Test Report
562	1.13.1.4	Portal
563	1.13.1.4.1	Prepare Systems Performance and Workload Test Plan and Execution
564	1.13.1.4.2	Conduct Systems Performance Workload Test
565	1.13.1.4.2.1	Resolve Systems Performance Workload Issues
566	1.13.1.4.2.2	Prepare Systems Performance and Workload Test Report
567	1.13.1.5	Integrated Performance Testing
568	1.13.1.5.1	Manage and Coordinate Testing Efforts
569	1.13.1.5.2	Plan Integrated Performance Test
570	1.13.1.5.3	Conduct Integrated Performance Test
571	1.13.1.5.4	Generate Integrated Performance Test Analysis Report
572	1.13.2	Release 2 - Technical Performance Testing
573	1.13.2.1	RFID Exit Capture
574	1.13.2.1.1	Prepare Systems Performance and Workload Test Plan and Execution
575	1.13.2.1.2	Conduct Systems Performance Workload Test
576	1.13.2.1.2.1	Work with Contractor to Resolve Systems Performance Workload
577	1.13.2.1.2.2	Prepare Systems Performance and Workload Test Report
578	1.13.2.2	Integrated Performance Testing
579	1.13.2.2.1	Manage and Coordinate Testing Efforts
580	1.13.2.2.2	Plan Integrated Performance Test
581	1.13.2.2.3	Conduct Integrated Performance Test
582	1.13.2.2.4	Generate Integrated Performance Test Analysis Report
583	1.13.3	Release 1 - Business Performance Testing
584	1.13.3.1	Configure Government Existing tools (WAM) for 2B model
585	1.13.3.2	Prepare 2B solution set for modeling

ID	WBS	Task Name
586	1.13.3.3	Perform Modeling
587	1.13.3.4	Refine modeling based on outputs
588	1.13.3.5	Prepare modeling Workload test report
589	1.13.4	Release 2 - Business Performance Testing
590	1.13.4.1	Configure Government Existing tools (WAM) for 2B model
591	1.13.4.2	Prepare 2B solution set for modeling
592	1.13.4.3	Perform Modeling
593	1.13.4.4	Refine modeling based on outputs
594	1.13.4.5	Prepare modeling Workload test report
595	1.14	Subtask 14: Security and Privacy Implementation
596	1.14.1	Release 1 & 2
597	1.14.1.1	Managerial Policies and Procedures
598	1.14.1.2	Operational Policies and Procedures
599	1.14.1.3	Physical Security
600	1.14.1.4	Information Security
601	1.14.1.5	Personnel Security
602	1.14.1.6	Privacy Impact Analysis



**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
1	1	TASK ORDER 002	US-VISIT Task Order 002: Increment 2B
2	1.1	Subtask 1: Program and Technical Management	Subtask 1 includes development of 2B specific quality, CM and Risk planning activities such as work plan creation, project team organization, performance measurement, system integration oversight/support, IBR preparation, and finalization of project deliverables and quality review.
3	1.1.1	Plan Project Execution	This task relates to the definition of all necessary work plans and the assessment of overall client satisfaction.
4	1.1.1.1	Manage Expectations	This task relates to the confirmation of client expectations and overall satisfaction.
5	1.1.1.1.1	Confirm and Monitor Client Expectations	This task refers to the collection of client expectations, and the determination of a client satisfaction management approach. Specific tasks include (a) identify the individuals from whom to elicit program expectations, (b) define a client satisfaction approach for understanding client expectations and determining how well the Alliance is meeting those expectations based on clients' needs, (c) conduct regular formal and informal meetings to monitor client expectations and to provide status reports, (d) conduct regular formal and informal meetings to discuss schedule, risks, and quality assurance metrics.
5	1.1.1.1.2	Monitor Client Expectations and Assess Satisfaction	This task refers to the overall client satisfaction of the Alliance's performance. Specific tasks include: (a) collect general client feedback early and regularly throughout the lifecycle of the project to ensure that the Alliance team is meeting their needs, (b) conduct interviews with the client, (c) perform an analysis based on collected information, and (d) share results with the team and determine appropriate action.
4	1.1.1.2	Develop Detailed Task Order Plans and Schedules	This task refers to the organization of the overall project schedule by defining all necessary work plan/business plan deliverables. Specific deliverables include (a) Increment 2B Integrated Master Schedule, (b) Increment 2B Risk Management Plan, (c) Increment 2B Quality Assurance Plan, and (d) Increment 2B Configuration Management Plan.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.1.2.1	Project Management Work Plan	Project Management Work Plan development involves calculating a project's resources, cost, and schedule based on informed judgments about the project's size and complexity. It also shows the duration and relative timing of the different activities within the engagement, and the specific assignments of work, including due dates, requirements, deliverables, and schedules.
5	1.1.1.2.2	Business Process Re-engineering and Continuous Improvement Work Plan	Our BPR approach includes analysis and design of organizational requirements, processes, and procedures to maximize the value of Increment 2B and ultimately the End Vision. This includes understanding the impact of the Increment 2B solution on travelers, inspectors, managers, and stakeholders. The Project Management Work Plan will continue to be refined as more information is gathered on risks, quality factors, communications needs, and resources during subsequent tasks of this task package.
5	1.1.1.2.3	Systems Engineering and Integration Work Plan	Develop a Systems Engineering and Integration Work Plan to show the duration and relative timing of the activities within this task, and the specific assignments of work, including due dates, requirements, deliverables, and schedules. This task includes the additional Program-Level Architecture and Engineering resources needed to support the following: <ul style="list-style-type: none"> • Contractor adherence to architectural mandates • 2B design and document reviews • Development of 2B architecture
5	1.1.1.2.4	Legacy System Integration Oversight Work Plan	Develop a Legacy System Integration Oversight Work Plan to show the duration and relative timing of the activities, and the specific assignments of work, including due dates, requirements, deliverables, and schedules. This task supports the oversight and coordination of activities with the third party development groups.
5	1.1.1.2.5	RFID Oversight Work Plan	Develop a IV&V Support Work Plan to show the duration and relative timing of the activities within this engagement, and the specific assignments of work, including due dates, requirements, deliverables, and schedules. This task supports the oversight and coordination of activities with CSC.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.1.2.6	IV&V Support Work Plan	Develop a IV&V Support Work Plan to show the duration and relative timing of the activities within this engagement, and the specific assignments of work, including due dates, requirements, deliverables, and schedules. This task supports the oversight and coordination of IV&V activities with the third party independent contractor(s).
5	1.1.1.2.7	Systems Development Work Plans	This task requires the development of work plans for: <ul style="list-style-type: none"> • Increment 1 Core (Land) • Integrated Traveler Folder • Portal • RFID These work plans comprise the Design, Build and Test activities associated with implementation of these systems. Reference specific activities required for design, development and test in the Subtask 4 (Design), Subtask 5 (Development), and Subtask 6 (Test) definitions.
5	1.1.1.2.8	Implementation Work Plans	This task refers to the development of the Implementation Work Plan. Specific tasks detailed in the work plan include: (a) site surveys, (b) site implementation agreement meetings, (c) preparation of site plans, (d) site preparation, (e) equipment installation, integration and testing, (f) create Installation Rollout Plan, (g) prepare Site Preparation Requirements and Installation/Checkout Plan, (h) prepare site-specific Cutover/Transition Plans, (i) determine on-site support, (j) certify system installation and operation at each site, (g) move Increment 2B system and database components into the appropriate DHS production and training environments, (h) prepare roll-out for field testing and finalizing user documentation.
5	1.1.1.2.9	Hardware, Software and Services Work Plans	Develop Hardware, Software and Services Work Plans. Specific tasks include: (a) identify the infrastructure and vendors required to develop, test, implement, and deploy the Increment 2B solution, (b) determine the duration and relative timing of the activities within this task, (c) determine specific assignments of work, including due dates, requirements, deliverables, and schedules for the vendors. Hardware/Software Services Work Plans include: <ul style="list-style-type: none"> • Increment 1 Core HW/SW Work Plan • Traveler Folder HW/SW Work Plan • Portal HW/SW Work Plan

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**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.1.2.10	Transition to Operations Work Plan	The Transition to Operations Work Plan will be a compilation of the Business Operations Transition Plan and the Systems Operations Transition Plan. Specific tasks include: (a) detail the transition activities and include an associated schedule, from both a business and a systems perspective, required to be performed for Increment 2B implementation, (b) verify that all new/updated business processes are finalized and approved, (c) verify that acceptance testing has been successfully completed, (d) verify that all necessary system and operational training has been completed, (e) verify that all pilot testing, if conducted, has been completed, (f) verify that all hardware and software has been installed at the highest volume land POEs, and (g) verify that all system owners, and their associated O&M contractors, are prepared to begin maintaining the new/updated systems, (h) Cross-Program coordination.
5	1.1.1.2.11	Facilities and Infrastructure Work Plan	Develop a Facilities and Infrastructure Work Plan. Specific tasks include: (a) document quantities and location of equipment at port locations, (b) identify any central data centers requirements for Increment 2B of the US-VISIT Program, (c) determine the duration and relative timing of the activities within this task, and (d) determine specific assignments of work, including due dates, requirements, deliverables, and schedules, (e) communicate critical facilities dependencies, (f) comply with the Government's environmental strategy, (g) define changes to the business process post-implementation that will require facilities.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.1.2.12	Evaluation of System Performance Work Plans	Develop an Evaluation of System Performance Work Plan to show the duration and relative timing of the activities within this task, and the specific assignments of work, including due dates, requirements, deliverables, and schedules. Specific tasks that shall be incorporated into the work plan include: (a) conduct end-to-end performance and load analysis and testing, (b) demonstrate that the solution is feasible, (c) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (d) conduct system performance and workload tests with US-VISIT Program Office participation and observation, (e) resolve test problems and repeat test procedures until all Increment 2B performance and workload requirements are demonstrated to be satisfied, (f) prepare a System Performance and Workload Test Report.
5	1.1.1.2.13	Security and Privacy Implementation Work Plan	Develop a Security and Privacy Implementation Work Plan. Specific tasks include: (a) provide recommendations on Physical, Information, and Personnel Security for Increment 2B, (b) update related policy and procedure documentation, (c) determine the duration and relative timing of the activities within this task, and (d) determine specific assignments of work, including due dates, requirements, deliverables, and schedules.
5	1.1.1.2.14	Define Risk Management Plan	This task defines a Program Risk Management Plan, which identifies all program risks and the processes that will be used to actively mitigate and manage them. Specific tasks include: (a) review Task Order 1 Risk Management Plan and (b) update Task Order 1 Risk Management Plan, if required by this task order.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.1.2.15	Define Quality Assurance Plan	The Quality Assurance (QA) Plan specifies the means for gaining visibility into the quality of products generated, activities performed, and processes followed during the system development project. Specific tasks include: (a) review Task Order 1 Quality Assurance Plan, (b) define the organizational responsibilities of ensuring compliance with established QM requirements, (c) update Task Order 1 Quality Assurance Plan, if required by Task Order 2, by establishing evaluation criteria, compliance verification mechanisms, and quality checkpoints, (d) identify the documents, activities, and processes to be evaluated, (e) define the reviews and audits to be conducted and explains how they will be conducted, (f) follow QA procedures for reporting problems and recommending corrective actions, (g) determine the tools that will be used to support project-level QA, specifically the SDLC phase checklists, Application Release Calendar, PVCS Tracker, and QA databases, (h) specify the procedures for collecting, maintaining, and retaining, QA records, and (i) identify training activities necessary for conducting project-level QA.
5	1.1.1.2.16	Configuration Management Plan	The Configuration Management (CM) Plan establishes uniform CM practices for managing system software, hardware, and documentation changes throughout the lifecycle. Specific tasks include: (a) review Task Order 1 Configuration Management Plan, (b) define the organizational responsibilities of ensuring compliance with established CM requirements, (c) update Task Order 1 Configuration Management Plan, if required by Task Order 2, (d) Identify items placed under configuration control, (e) establish system and document identification conventions in accordance with the Task Order 1 Configuration Management Plan, and (f) document how the CM software tools established by the Task Order 1 Configuration Management Plan will be used to support project-level CM.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.1.2.17	Develop Integrated Master Schedule for Implementation	<p>Develop Integrated Master Schedule for Implementation</p> <p>Specific tasks include: (a) identify and list key dates; (b) determine major checkpoints to include quality reviews; (c) determine how and when deliverables are delivered to the client; (d) Identify critical path; (e) Identify key assumptions; (f) identify major external dependencies; (g) identify prime responsibilities based on teaming partners work distribution, and (h) identify tasks/internal dependencies.</p>
5	1.1.1.2.18	Develop Life Cycle Cost Estimate	<p>The Life Cycle Cost Estimate (LCCE) calculates the costs, by SDLC phase, associated with the system development project. These costs include: (a) direct purchases for salaries and wages, equipment, maintenance, supplies and materials, furniture and fixture, rental payments, communications, travel and transportation, and goods and services from other government agencies and (b) contract services expenses for management and professional services, studies, analyses, and evaluations; and engineering and technical support.</p> <p>The LCCE is created in the Select Phase of the ITIM Process. When an IT effort has been approved for development and enters the DHS SDLC Process, the LCCE is updated throughout the lifecycle.</p>
3	1.1.2	Organize Project Resources	<p>This task includes the activities required for the organization of the project team. This includes the identification of resources, establishment of project standards, and development of deliverable and work product templates.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.2.1	Define and Establish Project Level Standards, Policies and Procedures	<p>This task establishes the set of policy directives, procedures, standards, and guidelines that specify the requirements and recommended approaches for performing the activities in Task Order 002. Project management communicates these standards to the members of the project team.</p> <p>These standards and procedures will be used to improve communication, operating efficiency, and overall control of the project. The subjects addressed include:</p> <ul style="list-style-type: none"> • Documenting work performed and deliverables created • Obtaining approvals and sign-offs for deliverables • Maintaining and documenting project communications • Arranging accommodations and transportation for visiting project participants • Word processing, spreadsheet, database, graphics creation, and desktop publishing • Submitting time and expense charges • Recording issues and open points • Recording project progress and performance data • Documenting the design integration requirements • Documenting achievement of quality metrics • Preparing performance evaluations and skills inventories, etc. • Making arrangements for training sessions, meetings team-building events, and social functions • Preparing meeting agendas and minutes <ul style="list-style-type: none"> • Arranging security IDs for project team members and visitors • Setting up access to and using project LANs, WANs, and support/control systems • Assigning work space, personal computers, telephones, etc.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.2.2	Develop Deliverable and Work product Templates	<p>This task refers to the organization, methodology, procedures, and templates to be used to ensure that all deliverables and work products meet or exceed the predefined technical, functional and contractual requirements (i.e., quality verification criteria), as well as the US-VISIT program expectations. Where applicable, the Alliance will utilize the SDLC guidelines for producing documentation. The Accenture Delivery Model (ADM) and Accenture's Business Integration Methodology (BIM) will be utilized where deliverables do not exist in the SDLC model.</p> <p>All deliverables and work products (referenced in the Basis of Estimates) will require a template.</p>
4	1.1.2.3	Define Resource Requirements	<p>This task defines project staffing needs for program management to review and act on. Specific tasks include: (a) create a staffing request specifying the particular skills required, (b) request to program management to provide the necessary resource types by a specified date, and (c) notify program management that a resource(s) must be replaced with another resource(s).</p>
4	1.1.2.4	Organize Project Team	<p>Organize the project's human resources. Specific tasks include: (a) select the project team members, (b) define project team organizational structure, (c) define communications structure, (d) provide oversight of adherence to project policies, standards, procedures, and (e) provide feedback to team members regarding performance.</p>
4	1.1.2.5	Establish Other Resources	<p>Organize the project's physical resources (provided by program management) that are needed to support the activities of the project team. Specific tasks include: (a) loading the project management tools established by program management and (b) arranging any orientation or training needed to execute the project.</p>
3	1.1.3	Manage and Control Project Execution	<p>This task includes the measurement and management of performance.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.3.1	Measure and Manage Performance	<p>This task is comprised of the activities performed to measure and manage the performance indicators tied to our compensation.</p> <p>Specific tasks include: (a) create Performance Plan, (b) negotiate and define measures with DHS, (c) create Service Level Agreements (SLA) for each performance measure, (d) determine the payment for associated tasks and deliverables, (e) create Balanced Scorecard that contains the Task Order 002 critical Key Performance Indicators (KPIs) - Performance, Schedule, Cost and Customer Satisfaction, (f) manage the agreed upon performance standards defined in the Performance Plan, (g) analyze deviations and issues on the Balanced Scorecard, (h) determine immediate action items where performance measures are not being met.</p>
4	1.1.3.2	Generate Progress Reports	This task details status, cost, and program trouble reporting methodology.
5	1.1.3.2.1	Status Reports	<p>This task documents a detailed project schedule of target start and completion dates for the key Integrated Master Schedule activities. It also presents each significant project event (i.e., milestone) whose accomplishment is scheduled and against which progress is measured by the program. This information will be used as input to the Increment 2B Monthly Progress Report.</p> <p>Specific tasks include: (a) define the milestones and prepare the schedule during detailed project planning based on the constraints of the project milestones provided by program management (b) update schedule and milestones once resources have been leveled in the Project Management Work Plan (c) determine deliverables performing behind schedule, (d) define action plan for improving deliverable performance that are behind schedule, (f) determine key risks and mitigation plans, and (g) analyze and report technical performance .</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.3.2.2	Cost Reports	<p>These are reports generated for use by the project team to help meet project cost performance objectives. These reports typically include: performance reports that cover earned value, actuals vs. baselines, variance analyses, comparisons against standard indices, trends, etc. Cost reports will be delivered on the last business day of every month over the contract period. The information will be used as inputs to the Increment 2B Monthly Progress Report.</p> <p>Specific tasks include: (a) gather actual and earned value management performance, (b) analyze the causes of project variances, (c) determine proposed (or already initiated) corrective actions, and (d) determine projected impacts.</p>
5	1.1.3.2.3	Program Trouble Reports and Tracking Database	<p>The Monthly Trouble Report is comprised of the following:</p> <ul style="list-style-type: none"> • Inform key stakeholders of significant program issues • Track issues by providing the following information: Problem statement, Date of Origin, Date of Resolution, Age, Problem Description, Assigned to, Next Step Action, Severity, Priority • Evaluate the performance against the service level agreements • Evaluate the performance against project schedules <p>Specific tasks include: (a) customize the Risks, Issues, SIRs, CRs (RISC) tool to fit specific needs of the project, (b) perform queries in the Risk Management tool to create customized reports, (c) insert SIRs, CRs, Issues and Risks into the RISC tool as they arise, (d) assign SIRs, CRs, Issues and Risks, (e) update status and resolution of SIRs, CRs, Issues and Risks in RISC and (f) create Monthly Trouble Report.</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.3.3	Communicate Progress to US Visit Program Office	<p>Continuous and frequent communication is required to develop a sense of unity and solidarity between the Alliance and the US-VISIT program. Information sessions and status meetings that draw on knowledge and experience of all members serve to strengthen the team.</p> <p>Management Reports (e.g., Monthly Status and Cost reports, Monthly Trouble reports) are communication devices that integrate information from all project activities so that various audiences (i.e., project team, program management, US Visit Program Office stakeholders, etc.) can be informed at the appropriate level of detail.</p> <p>Specific tasks include: (a) determine the needs of the audiences who receive the reports, (b) alert program management to significant risk-related developments, (c) conduct status review meetings, and (d) take actions to ensure proper attendance at status review meetings.</p>
4	1.1.3.4	Conduct Deliverable Reviews and Obtain Approval	<p>This task relates to the quality management and approval of deliverables. Deliverable reviews provide:</p> <ul style="list-style-type: none"> • Verification checks that a deliverable is internally consistent. Verification focuses on attributes such as functional completeness, adherence to standards, and correct use of the technology infrastructure. • Validation checks that the deliverables satisfy the requirements, and that the End Vision continues to be met. In other words, validation ensures that the work product is within scope, contributes to the intended benefits, and does not have undesired side effects. <p>Specific tasks include: (a) coordinate deliverable review meetings with appropriate stakeholders in the US Visit Program Office, (b) modify deliverables, if necessary, based on review, and (c) obtain approval and sign-off on the deliverable.</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
1	1.1.3.5	Provide Ongoing QA Support	<p>The quality infrastructure established in Task Order 1 will ensure that quality management (QM) practices are effectively implemented and supported throughout the lifecycle of Task Order 2. It includes, but is not limited to, the management and effectiveness of the use of data and information to support customer-driven performance excellence and project success. Specific tasks include: (a) implement continuous improvement methods/processes/aids, etc., (b) determine how information and data needed to drive continuous improvement performance are selected and managed (e.g. tools, resources, client needs, processes), (c) determine how the unit evaluates and improves the selection, analysis, and integration of information and data, aligning them with the Program's business priorities, (d) communicate the quality management plan developed for the unit, and report regular status on quality performance,</p> <p>(e) identify key messages, media, strategy, and timelines for requesting and communicating status. Include feedback opportunities in the program to ensure that each group is being effectively reached and understood, (f) coordinate question-and-answer sessions, surveys, status meetings, (g) review/update expectations and deliverables based on client needs, and (h) determine quality assurance (QA) checkpoints to ensure the quality of the system and the project management adherence to standards, policies, and procedures.</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.3.6	Provide Ongoing CM Support	<p>The Configuration Management Plan in Task Order 1 sets the framework for managing the program scope and controlling changes once the baseline has been set. Configuration management seeks to maintain the integrity of software and critical documents as they evolve through the delivery life cycle, from analysis through deployment. This process is used to control changes to many types of documents, including: the Project Work Plan; designs (such as business processes or delivery vehicles); software modules; training modules; other components of the business capability; and overall program scope.</p> <p>Specific tasks include: (a) review the comprehensive Configuration Management Approach defined in Task Order 1 to ensure that all configuration items are identified; are organized and controlled; consistent; are complete and correct; are visible, traceable and verifiable; and identify the resulting need to orient and train the program team members in its concepts and use, (b) determine orientation and training required for team members, and (c) coordinate meetings, status, communication.</p>
4	1.1.3.7	Provide Ongoing Risk Management Support	<p>Provide Ongoing Risk Management Support. Specific tasks include: (a) maintain the Task Order 1 Risk Management Plan as required by Task Order 2, (b) identify program risks applicable to the project and all additional project risks, (c) assess and analyze risks, (d) implement risk mitigation/avoidance approaches identified in the Risk Management Plan, (e) develop contingent risk responses, (f) monitor and identify risk occurrence, (g) implement contingent risk response actions based on risk occurrence, (h) configure the Risks, Issues, SIRs and CRs (RISC) tool, (i) document and report risks via the RISC tool, and (f) update status and resolution on risks in the RISC tool.</p>
3	1.1.4	Provide Systems Integration Oversight and Support	<p>This task includes providing systems integration oversight and support relating to RFID, Legacy systems, etc. and details Integrated Baseline Review and Technical Review protocol.</p>
4	1.1.4.1	RFID	<p>The following tasks comprise the work to be performed within this WBS element:</p> <ul style="list-style-type: none"> • Communicate systems integration requirements to RFID vendor • Monitor vendor progress

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.4.1.1	Communicate Requirements	<p>Communicate the system integration requirements to the RFID vendor.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) identify interface content (b) identify interface characteristics (e.g. procedures, trigger, frequency, protocol, layout) (c) provide necessary documentation (e.g. Interface Design document) (d) provide direction and additional information to vendor when necessary (e) field questions from vendor when necessary
5	1.1.4.1.2	Monitor Vendor Progress	<p>Direct, monitor, forecast and control the progress of the vendor.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) identify goals and objectives (b) plan out and document expectations of the vendor (c) coordinate weekly status meetings (d) coordinate formal and informal meetings to discuss risks, issues, SIRs and CRs (e) identify project risks (f) determine appropriate action
4	1.1.4.2	Legacy Systems	<p>The following tasks comprise the work to be performed within this WBS element:</p> <ul style="list-style-type: none"> • Communicate systems integration requirements to Legacy Systems vendors • Monitor vendor progress
5	1.1.4.2.1	Communicate Requirements	<p>Communicate the system integration requirements to the Legacy Systems vendors.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) identify interface content (b) identify interface characteristics (e.g. procedures, trigger, frequency, protocol, layout) (c) provide necessary documentation (e.g. Interface Design document) (d) provide direction and additional information to vendor when necessary (e) field questions from vendor when necessary



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.1.4.2.2	Monitor Vendor Progress	<p>Direct, monitor, forecast and control the progress of the vendor.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) identify goals and objectives (b) plan out and document expectations of the vendor (c) coordinate weekly status meetings (d) coordinate informal meetings to discuss risks, issues, SIRs and CRs (e) identify project risks (f) determine appropriate action
4	1.1.4.3	IV&V Support	<p>Manage the IV&V Support Work Plan to monitor the testing activities of the IV&V independent contractor(s). Specific tasks include: (a) communicate requirements relating to IV&V support, (b) support the IV&V team as needed, (c) document problems, (d) resolve problems and communicate resolution to IV&V contractors, (e) oversee IV&V activities, (f) monitor IV&V progress.</p>
5	1.1.4.3.1	Communicate Requirements	<p>Communicate the system integration requirements to the IV&V Support vendors.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) identify interface content (b) identify interface characteristics (e.g. procedures, trigger, frequency, protocol, layout) (c) provide necessary documentation (e.g. Interface Design document) (d) provide direction and additional information to vendor when necessary (e) field questions from vendor when necessary
5	1.1.4.3.2	Monitor Vendor Progress	<p>Direct, monitor, forecast and control the progress of the vendor.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) identify goals and objectives (b) plan out and document expectations of the vendor (c) coordinate weekly status meetings (d) coordinate informal meetings to discuss risks, issues, SIRs and CRs (e) identify project risks (f) determine appropriate action
3	1.1.5	Conduct Integrated Baseline Review	<p>This task includes the planning, preparing for, and conducting the one (1) to three (3)-day long Integrated Baseline Review (IBR)</p>

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**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.5.1	Plan Integrated Baseline Review	Coordinate the attendance and logistics for the Integrated Baseline Review. This review will be held within 30 days of award of Task Order 2.
4	1.1.5.2	Prepare for Integrated Baseline Review	<p>Five days prior to the IBR, deliver an IBR briefing package that includes:</p> <p>Day 1 materials including a Task Order Work Plan, WBS and a Task Order Schedule. The Task Order 2 Schedule includes the identification of internal and external dependencies and critical path/high-risk work packages as required by DHS and to reduce delivery risk. The Deployment Schedule defines when Solution Elements are implemented at each POE along with the Dallas and Rockville Data Centers and details the early delivery schedule of the Increment 2B solution.</p> <p>Day 2 materials including preliminary: Concept of Operations Document, System/Sub-System Design Document, Functional Requirements Document, and Legacy System Requirements</p> <p>Day 3 materials including preliminary Stakeholder Management Plan, External Outreach plan, Internal Communication Plan, Outreach/Communication Plan, Installation Rollout Plan, Central Support Operating procedures, training requirements and training design and preliminary training materials</p> <p>Specific tasks include: (a) create the IBR briefing package</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.5.3	Conduct Integrated Baseline Review	<p>Conduct the Integrated Baseline Review within a one (1) to three (3) day time period.</p> <p>Specific tasks for Day 1 include:</p> <p>(a) inform and familiarize the US Visit Program Office with the Task Order Performance Measurement Baseline.</p> <p>We accomplish IBR objectives through detailed explanations of Metrics, Earned Value Management and Risk.</p> <p>(b) confirm the integrity of the Performance Management Baseline by presenting a detailed schedule showing the production of deliverable products and milestone reviews. Schedules are tracked and managed with the aid of the COTS tool Kintana.</p> <p>(c) demonstrate how the Alliance has implemented Earned Value Management (EVM) as a means of managing and communicating the cost implications of technical and schedule performance and problems.</p> <p>(d) demonstrate how we intend to report status/progress against the established PMB through task completion.</p> <p>These reports include: Status Reports, Progress Schedules, Cost Estimates, Budget Projections, Task Plans and Ad Hoc Reports.</p> <p>(e) demonstrate our Risk Management Methodology to identify areas of risk (cost, schedule, technical performance).</p> <p>Specific tasks include: writing a risk management plan, defining risk impacts and probabilities and defining risk mitigation strategies.</p> <p>(f) verify the technical content of the Task Order</p> <p>(g) confirm how the Alliance intends to accomplish the work and measure/manage our progress.</p> <p>(h) confirm the accuracy of the related resources (budgets) and schedules</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>Specific tasks for Day 2 include:</p> <ul style="list-style-type: none"> (a) inform and discuss the conceptual architecture that supports the requirements including key technical drivers and guiding principles (b) discuss key delivery concerns and information needed (c) inform and discuss our environments, including our approach to development, testing, and production (d) confirm ongoing operational activities <p>Specific tasks for Day 3 include:</p> <ul style="list-style-type: none"> (a) confirm our Deployment approach including: logistics program management, cross-program coordination, relevant deployment support tools, supply chain management, help desk processes and procedures, communication/outreach and stakeholder management, security and privacy implementation, Government Furnished Materials and Government Furnished Resources, and field operations management and support (b) confirm our installation rollout approach (c) confirm our transition to business operations approach (d) inform and verify our preliminary schedule for implementation (e) confirm our training approach and curriculum (f) inform and familiarize the US-VISIT Program Office of our deployment organization including our management structure, team structure, and roles and responsibilities
4	1.1.5.4	Document Integrated Baseline Review Outcomes	<p>Document the Integrated Baseline Review Outcomes.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) document Performance Management Baseline in our technical proposal. (b) document our progress performance measures (metrics to be used) for the Task Order, which ensures that the our work remained on schedule while meeting the technical requirements. (c) document the outcome of the Integrated Baseline Review. (d) update documentation based on the IBR outcomes



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
3	1.1.6	Conduct Technical Review and Obtain Approval	This task includes the formal acceptance of deliverables, the finalization of project documentation, and conducting a quality review.
4	1.1.6.1	Obtain Formal Acceptance of Deliverables	<p>Establish a standard procedure for formal acceptance of all deliverables. This procedure should be consistent with the Quality Management Plan in Task Order 1, and with program management and client expectations.</p> <p>This sign-off documents the fact that the final deliverables meet or exceed the quality verification criteria defined in the Quality Management Plan and all other requirements.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none">(a) involve stakeholders at key interim points in the process of creating deliverables(b) coordinate formal review meetings(c) coordinate the formal acceptance and sign-off of the deliverables(d) manage the stakeholder's expectations(e) obtain sign-off
4	1.1.6.2	Finalize and Archive Project Documentation	Define a procedure for finalizing and archiving all project documentation including the transfer of all documentation to program management for retention in the program files. Specific tasks include: (a) review the Configuration Management Plan in Task Order 1 to ensure adherence to program management retention policies, (b) finalize documentation to include any updates, (c) obtain sign-off if necessary, and (d) archive documents using the Configuration Management Automated Tool Set (ATS).



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.1.6.3	Conduct Quality Review	<p>The Client Quality Management Assessment (CQMA) is a series of formal, objective reviews of our client work conducted by an Accenture partner or a CQMA team. CQMA reviews begin during business development and continue through the delivery and operating stages. The primary purpose of the CQMA review is to periodically verify that each client engagement is progressing based on client expectations, will bring business value to the client and will deliver the solution on time and within budget according to the approved project plans.</p> <p>Specific tasks include:</p> <ul style="list-style-type: none"> (a) Accenture executive management assigns a responsible CQMA partner to each opportunity prior to completing the Agreement to Proceed (ATP) checkpoint. (b) The CQMA partner conducts reviews at designated checkpoints. (c) The CQMA partner documents and communicates findings, issues and recommendations to key stakeholders including the client, the project team and Accenture leadership.
2	1.2	Subtask 2: Business Process Reengineering and Continuous Improvement	Subtask 2 includes the process and impact analyses of the Increment 1 Core entry and exit processes.
3	1.2.1	Entry Process (Increment 1 Core, ITF &RFID Enrollment)	This task includes the identification of AS-IS and TO-BE entry processes and the evaluation of the entry process business process and operational impacts that result from Increment 2B implementation.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.2.1.1	Analyze and Identify Impacts (Policies, Regulations, Processes and Procedures)	<p>This task includes identifying and understanding the current entry process.</p> <ul style="list-style-type: none">- Includes the identification and analysis of the impacts to business processes, policies, and procedures.- Includes understanding the impact of the Increment 2B solution to on travelers, inspectors, managers, and stakeholders.- Includes constructing process flow diagrams, identifying impacts, and analyzing stakeholder perception and satisfaction of both the AS-IS and TO-BE entry process.- Details should include what impacts the Integrated Traveler folder has on entry process; what impacts the Increment 1 solution has on the land entry process; what impact enrollment into an RFID application has on the entry process; what happens when pedestrian or vehicle approaches primary; how primary inspector reviews documents; and how inspector sends traveler to secondary.- Review relevant legislation and potential impacts/issues with Increment 2B solution.- Entails incorporating business process changes that have been identified throughout the deployment into the training materials and transition materials.
4	1.2.1.2	Confirm and Prioritize Impacts	<p>This task includes verifying and evaluating the business process impacts identified in the analysis stage.</p> <ul style="list-style-type: none">- Includes reviewing and prioritizing the impacts with SMEs and clients as well as selecting improvement opportunities based on their criticality to the program (e.g., their ability to contribute to the achievement of program objectives).- Includes assessing the amount of change, criticality of change, and cost of change for the improvements.
4	1.2.1.3	Summarize and Document Impacts	<p>This task includes documenting and summarizing the operational changes and processes. This includes highlighting which users are affected by the process change, as well as recommended techniques for orchestrating and implementing the change. This includes communicating the changes to the key stakeholders, SMEs, and customers, as well as obtaining sign-off on the changes.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
3	1.2.2	Exit Process (RFID Exit)	This task includes the identification of AS-IS and TO-BE exit processes and the evaluation of the exit process business process and operational impacts that result from Increment 2B implementation.
4	1.2.2.1	Analyze and Identify Impacts (Policies, Regulations, Processes and Procedures)	<p>This task entails identifying and understanding the current exit process.</p> <ul style="list-style-type: none"> - Includes the identification and analysis of the impacts to business processes, policies, and procedures. - Includes understanding the impact to on travelers, inspectors, managers, and stakeholders. - Includes uncovering problems of the current process, analyzing stakeholder perception and satisfaction of current and to-be process. - Includes constructing process flow diagrams and identifying impacts of both the AS-IS and TO-BE exit process. - Includes the identification and analysis of the impacts to business processes, policies, and procedures. - Includes understanding the impact of the Increment 2B solution to on travelers, inspectors, managers, and stakeholders. - Includes documenting what processes are impacted at secondary. - Review relevant legislation and potential impacts/issues with Increment 2B solution. - Entails incorporating business process changes that have been identified throughout the deployment into the training materials and transition materials. - Details should include how RFID impacts the exit
4	1.2.2.2	Confirm and Prioritize Impacts	<p>This task includes verifying and evaluating the business process impacts identified in the analysis stage.</p> <ul style="list-style-type: none"> - Includes reviewing and prioritizing the impacts with the SMEs as well as selecting improvement opportunities based on their criticality to the program (e.g., their ability to contribute to the achievement of program objectives). - Includes assessing all the amount of change, criticality of change, and cost of change for the improvements.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.2.2.3	Summarize and Document Impacts	This task includes documenting and summarizing the operational changes and processes. This includes highlighting which users are affected by the process change, as well as recommended techniques for orchestrating and implementing the change. This includes communicating the changes to the key stakeholders, SMEs, and customers and obtaining sign-off on the changes.
2	1.3	Subtask 3: System Engineering and Integration	<p>Subtask 3 is related to the Systems Engineering Management Plan (SEMP). The SEMP describes how all aspects of the systems engineering process will be managed. The SEMP provides a road map of the key systems engineering activities to be performed, and makes visible the organization, control mechanisms, and personnel for attainment of cost, schedule, and technical performance objectives. It delineates engineering activities and provides information on interfaces and engineering specialty areas.</p> <p>The System Engineering Process:</p> <ul style="list-style-type: none"> • describes the process by which systems engineering will be employed to define system design and test requirements • includes strategies for high risk areas • provide processes, procedures, and models that may be used for evaluations, generation of specifications, and generation of documentation <p>The System Engineering activities include:</p> <ul style="list-style-type: none"> • Requirements Analysis/Development • Standards Adoption, Development, and Enforcement • Architecture Planning and Control • Configuration Management • Test and Evaluation • Test Planning • Test Conduct • Results Evaluation • Specialty Engineering • Systems Analysis and Control
3	1.3.1	Systems Engineering Support and Guidance-Functional	This task details functional systems engineering support and guidance information.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.3.1.1	Systems Engineering Support and Guidance-Functional	This task details functional systems engineering support and guidance information.
1	1.3.1.1.1	Systems Engineering Support and Guidance-Functional	<p>This task addresses reviews and management oversight of work products generated by Contractors during design and development. This also incorporates reviews required to validate that the requirements have been met and that the designs are within scope of business and functional requirements. The Contractor's build work products (source code, modules, COTS products) are validated against business and functional requirements.</p> <p>This task includes the additional Program-Level Architecture and Engineering resources needed to support the following:</p> <ul style="list-style-type: none"> • Contractor adherence to architectural mandates • Increment 2B design and document reviews
3	1.3.2	Systems Engineering Support and Guidance - Technical	This task details technical systems engineering support and guidance information.
4	1.3.2.1	Systems Engineering Support and Guidance - Technical	This task details technical systems engineering support and guidance information.
5	1.3.2.1.1	Systems Engineering Support and Guidance - Technical	<p>This task addresses reviews and management oversight of work products generated by Contractors during design and development. This also incorporates reviews required to validate that the requirements have been met and that the designs are within scope of technical requirements. The Contractor build work products (source code, modules, COTS products) are validated against technical requirements. Designs and code modules are evaluated to see if it makes proper use of the technical architecture.</p> <p>This task includes the additional Program-Level Architecture and Engineering resources needed to support the following:</p> <ul style="list-style-type: none"> • Contractor adherence to architectural mandates • Increment 2B design and document reviews

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
2	1.4	Subtask 4: Design	Subtask 4 includes the system design activities for Release 1 and 2 functionality.
3	1.4.1	Solution Architecture Management	This task details the management of the Solution Architecture which includes defining business and systems concepts of operation and making high level design decisions.
4	1.4.1.1	Develop Systems Concept of Operations Document	Develop Increment Concept of Operations document which defines business and systems concepts
5	1.4.1.1.1	Business Concepts	Develop the Increment Concept of Operations document including business processes and concepts. The Systems Concept of Operations provides high-level requirements that serve as a basis for the Functional Requirements Document and describes the system concept - a new system or a change to an existing system - from a user's perspective. Specifically, the business concepts: <ul style="list-style-type: none"> • Describe the business process to be supported, specify the desired changes, • Describe the benefits of the proposed system • Assess operational, organizational, and development impacts
5	1.4.1.1.2	System Concepts	Develop the Increment Concept of Operations document including system concepts. The System Concept of Operations provides high-level requirements that serve as a basis for the Functional Requirements Document and describes the system concept-a new system or a change to an existing system-from a user's perspective. Specifically, the system concepts: <ul style="list-style-type: none"> • Identify the deficiencies in the current system or situation driving the need to implement a new system or functionality. • Illustrate the workflow processes to be automated or supported. • Depict operational scenarios that describe how users will interact with the proposed system and how the proposed system will interact with its external interfaces.
4	1.4.1.2	Develop System/ Sub-System Design Document	Develop System/Sub-System Design document including System Inputs, System Behavior, Database Design, Design Decisions, Top-Down Architectural Design.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.1.2.1	System Inputs (Interfaces, Configuration Items, Users)	<p>The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will define system inputs and outputs, configuration items, and users. Specific tasks include:</p> <ul style="list-style-type: none">(a) Gather existing brand standards, user interface standards, and content standards. Consider the users and how they will be using the product before making any standards.(b) Define global standards for the product. Some examples are: supported browser, navigation metaphors and placement, header standards, footer standards, error handling messages approach, fonts, colors, and label terminology.(c) Define the user type.(d) Define interface management strategies.
5	1.4.1.2.2	System Behavior (Documented Design Decisions)	<p>The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will document design decisions including System Behavior. Specific tasks include:</p> <ul style="list-style-type: none">(a) Review business process reengineering and high-level regulatory requirements (archiving paper order forms, data security requirements, etc.)(b) Analyze and understand current system behavior, organization and impact.(c) Identify System Behavior such as existing service level agreements, process turnaround times, or other processing metrics.(d) Analyze Exception/non-standard processing that may need to be taken into account.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.1.2.3	Database Design (Performance, Scalability, Optimization Approaches)	<p>The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will document database design to include Performance, Scalability, Optimization Approaches. Specific tasks include:</p> <ul style="list-style-type: none">(a) Review of conceptual data model - Review of the conceptual data model also implies a thorough understanding of all of the inputs to the conceptual data model as well as an understanding of the activities and decisions made within the System Concepts task.(b) Define data entities and attributes - Entities and attributes are the logical representation of database tables and columns, which are ultimately defined in the physical implementation.(c) Define relationships - Take the individual entities and attributes defined and create the appropriate relationships between them. Again, a thorough understanding of the design components is required to accurately create the relationships between the data components. In general, relationships are dependent on the requirements of the application.(d) Determine referential Integrity and other constraints - integrity applies rules around the relationships of entities and attributes.(e) Determine data use and volumes - Data use and volume definitions will have significant impact on the physical implementation of data design. There are often technical limitations in both hardware and software platforms that need to be considered when designing the database.(f) Normalize data model - Normalization is the process of structuring relational database schemas such that most ambiguity is removed.(g) Validate logical data model - The logical data model should be validated against the conceptual data model and other inputs for this task.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.1.2.4	Design Decisions (Reliability, Maintainability, Availability)	<p>The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will focus on quality attributes including reliability, maintainability, and availability.</p> <ul style="list-style-type: none"> • Reliability attribute will assess application's ability to function correctly under both normal and abnormal operating conditions. • Maintainability attribute will assess what information should be maintained and how the information should be protected. Also, documentation and structure of the code must be adequate to allow emergency and permanent fixes. • Design document will have availability and disaster recovery decisions (or constraints) that will affect the solution. This attribute will also assure that information system functionality is accessible when desired.
5	1.4.1.2.5	Design Decisions (Security)	<p>The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will document Security Design Decisions which may involve review of security, privacy, and data classification policies. The following should be included when defining the security requirements:</p> <ul style="list-style-type: none"> • Security plan should be compliant with federal laws, policies and procedures. • Security Design should describe the approach to threat, vulnerability, and risk impact analysis. • Security Design should define boundaries, and recommend countermeasure and intrusion detection systems, to ensure the security and privacy of US-VISIT and affected stakeholder data.
5	1.4.1.2.6	Design Decisions (Safety)	<p>The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will document safety plans to include material, inspector, officer, and traveler safety.</p>
5	1.4.1.2.7	Design Decisions (Telecommunications)	<p>The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will document telecommunications design. This will provide telecommunications security and plan for administrative control of sensitive data being processed.</p>

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5	1.4.1.2.8	Design Decisions (Human Factors Engineering)	The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will document human factors engineering. This section will include the use of such items as portable data entry devices, touch screen displays, and various biometric technologies. This will also address usability of the system and how usability will be evaluated and tested through the life cycle from design through final acceptance test.
5	1.4.1.2.9	Top-Down Architectural Design (CI, CSCI, HCI)	The System/Subsystem Design Document (SDD) presents the detailed design for building the proposed system. Specifically, the SDD will document high level top-down architectural design to include Configuration Items, Computer System Configuration Items, and Human Computer Interface.
3	1.4.2	Release 1	Increment 2B Release 1 - Design
4	1.4.2.1	Increment 1 Core Enhancement for Land (Release 1)	Increment 1 Core Enhancement for Land (Release 1)



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.2.1.1	Create Functional Requirements Document (FRD)	<p>The Functional Requirements Document (FRD) documents the formal requirements for the system. Thus, it serves as the foundation for developing the system, testing and evaluating the developed system, and measuring the success of the system development project. Specifically, the FRD includes the following:</p> <ul style="list-style-type: none">• Create Requirement Traceability Matrix - The Requirements Traceability Matrix (RTM) traces the requirements to their sources throughout the system development and demonstrates how the requirements are fulfilled in the developed system. To facilitate this tracking process, each requirement within the RTM is uniquely identified with the identification number specified in the FRD. As the system development project progresses, the RTM is updated to reflect the traceability of each requirement, including the source document, the product component addressing the requirement, and the tests verifying that the requirement has been correctly implemented. The RTM contains current version of each requirement, modification history of the requirement, and traceability of the requirement to preceding and• Define Data Requirements - Develop an understanding of the application's data requirements, including the legacy data conversion and integration requirements. This may involve analyzing and recovering legacy application and data designs. The Business Process Design is a good starting point for understanding data requirements. Analyze the information handled by the business process workflow by 1)providing information retrieval to support the business roles, 2)Routing information and communicating between the roles, 3)Updating and recording the results of the business processes.



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5	1.4.2.1.2	Create Preliminary Design Document	<p>The Preliminary Design Document will comprise of the following:</p> <ul style="list-style-type: none"> • Create Initial Design - Initial design concept will comprise of the overall US-VISIT architecture, functional, security, and technical requirements. • Create Interface Design Document - Using Functional Requirements Document as basis, document any interface with another system. Specifically, Interface design should describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated. • Create Conversion Plan - This identifies the strategies for converting data from an existing system to a new system environment. Specifically, the Conversion Plan 1) Describes the system structure, major components, and type of conversion effort, 2) Explains how the system hardware and software will be converted, 3) Specifies the data that must be available for conversion and the requirements for preparing the data for conversion, 4) Identifies any affected interfaces and necessary revisions to the interfaces, 5) Establishes data quality assurance controls for before and after the data conversion, 6) Describes the tasks, procedures, and necessary support for carrying out the conversion effort, 7) Establishes a conversion schedule, 8) Addresses security issues related to conversion effort



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5	1.4.2.1.3	Review Vendor's Systems Development Plan	<p>The System Development Plan (SDP) Review examines the project approach, the project schedule, the Summary Work Breakdown Structure (WBS), and the tailored work pattern documented in the System Development Plan for appropriateness and feasibility. The SDP Review approval certification will consist of the following questions:</p> <ul style="list-style-type: none"> • Is the project approach documented in the System Development Plan appropriate and feasible? • Is the project schedule appropriate and feasible? • Is the Summary Work Breakdown Structure appropriate and feasible? • Has a work pattern been tailored based on project risk level? • Does the SDP identify the project deliverables to be produced? • Does the SDP identify the project reviews to be conducted? • Does the SDP provide a justification for the tailored work pattern? • Is the tailored work pattern appropriate and feasible?
4	1.4.2.2	RFID Enrollment (Release 1)	RFID Enrollment (Release 1)



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5	1.4.2.2.1	Create Functional Requirements Document (FRD)	<p>The Functional Requirements Document (FRD) documents the formal requirements for the system. Thus, it serves as the foundation for developing the system, testing and evaluating the developed system, and measuring the success of the system development project. Specifically, the FRD includes the following:</p> <ul style="list-style-type: none">• Create Requirement Traceability Matrix - The Requirements Traceability Matrix (RTM) traces the requirements to their sources throughout the system development and demonstrates how the requirements are fulfilled in the developed system. To facilitate this tracking process, each requirement within the RTM is uniquely identified with the identification number specified in the FRD. As the system development project progresses, the RTM is updated to reflect the traceability of each requirement, including the source document, the product component addressing the requirement, and the tests verifying that the requirement has been correctly implemented. The RTM contains current version of each requirement, modification history of the requirement, and traceability of the requirement to preceding and concurrent cycle elements.• Define Data Requirements - Develop an understanding of the application's data requirements, including the legacy data conversion and integration requirements. This may involve analyzing and recovering legacy application and data designs. The Business Process Design is a good starting point for understanding data requirements. Analyze the information handled by the business process workflow by 1)providing information retrieval to support the business roles, 2)Routing information and communicating between the roles, 3)Updating and recording the results of the business processes.



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5	1.4.2.2.2	Create Preliminary Design Document	<p>The Preliminary Design Document will comprise of the following:</p> <ul style="list-style-type: none"> • Create Initial Design - Initial design concept will comprise of the overall US-VISIT architecture, functional, security, and technical requirements. • Create Interface Design Document - Using Functional Requirements Document as basis, document any interface with another system. Specifically, Interface design should describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated. • Create Conversion Plan - This identifies the strategies for converting data from an existing system to a new system environment. Specifically, the Conversion Plan 1) Describes the system structure, major components, and type of conversion effort, 2) Explains how the system hardware and software will be converted, 3) Specifies the data that must be available for conversion and the requirements for preparing the data for conversion, 4) Identifies any affected interfaces and necessary revisions to the interfaces, 5) Establishes data quality assurance controls for before and after the data conversion, 6) Describes the tasks, procedures, and necessary support for carrying out the conversion effort, 7) Establishes a conversion schedule, 8) Addresses security issues related to conversion effort.



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4	1.4.2.3	Integrated Traveler Folder (Release 1)	Integrated Traveler Folder (Release 1)



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.2.3.1	Create Functional Requirements Document (FRD)	<p>The Functional Requirements Document (FRD) documents the formal requirements for the system. Thus, it serves as the foundation for developing the system, testing and evaluating the developed system, and measuring the success of the system development project. Specifically, the FRD includes the following:</p> <ul style="list-style-type: none"> • Create Requirement Traceability Matrix - The Requirements Traceability Matrix (RTM) traces the requirements to their sources throughout the system development and demonstrates how the requirements are fulfilled in the developed system. To facilitate this tracking process, each requirement within the RTM is uniquely identified with the identification number specified in the FRD. As the system development project progresses, the RTM is updated to reflect the traceability of each requirement, including the source document, the product component addressing the requirement, and the tests verifying that the requirement has been correctly implemented. The RTM contains current version of each requirement, modification history of the requirement, and traceability of the requirement to preceding and concurrent system life cycle elements. • Define Data Requirements - Develop an understanding of the application's data requirements, including the legacy data conversion and integration requirements. This may involve analyzing and recovering legacy application and data designs. The Business Process Design is a good starting point for understanding data requirements. Analyze the information handled by the business process workflow by 1)providing information retrieval to support the business roles, 2)Routing information and communicating between the roles, 3)Updating and recording the results of the business processes.



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5	1.4.2.3.2	Create Preliminary Design Document	<p>The Preliminary Design Document will comprise of the following:</p> <ul style="list-style-type: none"> • Create Initial Design - Initial design concept will comprise of the overall US-VISIT architecture, functional, security, and technical requirements. • Create Interface Design Document - Using Functional Requirements Document as basis, document any interface with another system. Specifically, Interface design should describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated. • Create Conversion Plan - This identifies the strategies for converting data from an existing system to a new system environment. Specifically, the Conversion Plan 1) Describes the system structure, major components, and type of conversion effort, 2) Explains how the system hardware and software will be converted, 3) Specifies the data that must be available for conversion and the requirements for preparing the data for conversion, 4) Identifies any affected interfaces and necessary revisions to the interfaces, 5) Establishes data quality assurance controls for before and after the data conversion, 6) Describes the tasks, procedures, and necessary support for carrying out the conversion effort, 7) Establishes a conversion schedule, 8) Addresses security issues related to conversion effort

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5	1.4.2.3.3	Create Detailed Design Document	<p>The Critical Design Document should meet all functional, security, technical requirements and is complete, logical, and verifiable. This design will comprise of the following:</p> <ul style="list-style-type: none"> • Design Application Components - Use Preliminary Design document as basis to design detailed application components. • Design Interface Components - Use Interface Design Document as basis to design detailed Interface components. • Design Database Components - Use Data Management Plan as basis to design detailed database components. • Design Architecture Components - Use Architectural Design document as basis to design detailed architecture components. • Design Changes to Legacy Systems - Use Preliminary Design document as basis to design detailed changes to legacy systems. • Create Development Test Plan - This will include: 1) The scope of the functional qualification testing, methodology, and responsibilities. 2) The description of testing environment, test configuration, testing equipment, supporting software, material, and necessary training. 3) The description of each functional qualification test to be performed, including test controls, inputs, and outputs. • Perform Critical Design Review - This serves as the final design review before the actual system development begins. This verifies that the final system design adequately addresses all US-VISIT functional, security, and technical requirements and is consistent with the overall US-VISIT Architecture.



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5	1.4.2.3.4	Review Systems Development Plan	<p>The System Development Plan (SDP) Review examines the project approach, the project schedule, the Summary Work Breakdown Structure (WBS), and the tailored work pattern documented in the System Development Plan for appropriateness and feasibility. The SDP Review approval certification will consist of the following questions:</p> <ul style="list-style-type: none">• Is the project approach documented in the System Development Plan appropriate and feasible?• Is the project schedule appropriate and feasible?• Is the Summary Work Breakdown Structure appropriate and feasible?• Has a work pattern been tailored based on project risk level?• Does the SDP identify the project deliverables to be produced?• Does the SDP identify the project reviews to be conducted?• Does the SDP provide a justification for the tailored work pattern?• Is the tailored work pattern appropriate and feasible?
4	1.4.2.4	Portal (Release 1)	Portal (Release 1)



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.2.4.1	Create Functional Requirements Document (FRD)	<p>The Functional Requirements Document (FRD) documents the formal requirements for the system. Thus, it serves as the foundation for developing the system, testing and evaluating the developed system, and measuring the success of the system development project. Specifically, the FRD includes the following:</p> <ul style="list-style-type: none">• Create Requirement Traceability Matrix - The Requirements Traceability Matrix (RTM) traces the requirements to their sources throughout the system development and demonstrates how the requirements are fulfilled in the developed system. To facilitate this tracking process, each requirement within the RTM is uniquely identified with the identification number specified in the FRD. As the system development project progresses, the RTM is updated to reflect the traceability of each requirement, including the source document, the product component addressing the requirement, and the tests verifying that the requirement has been correctly implemented. The RTM contains current version of each requirement, modification history of the requirement, and traceability of the requirement to preceding and concurrent cycle elements.• Define Data Requirements - Develop an understanding of the application's data requirements, including the legacy data conversion and integration requirements. This may involve analyzing and recovering legacy application and data designs. The Business Process Design is a good starting point for understanding data requirements. Analyze the information handled by the business process workflow by 1) providing information retrieval to support the business roles, 2) Routing information and communicating between the roles, 3) Updating and recording the results of the business processes.



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5	1.4.2.4.2	Create Preliminary Design Document	<p>The Preliminary Design Document will comprise of the following:</p> <ul style="list-style-type: none"> • Create Initial Design - Initial design concept will comprise of the overall US-VISIT architecture, functional, security, and technical requirements. • Create Interface Design Document - Using Functional Requirements Document as basis, document any interface with another system. Specifically, Interface design should describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated. • Create Conversion Plan - This identifies the strategies for converting data from an existing system to a new system environment. Specifically, the Conversion Plan 1) Describes the system structure, major components, and type of conversion effort, 2) Explains how the system hardware and software will be converted, 3) Specifies the data that must be available for conversion and the requirements for preparing the data for conversion, 4) Identifies any affected interfaces and necessary revisions to the interfaces, 5) Establishes data quality assurance controls for before and after the data conversion, 6) Describes the tasks, procedures, and necessary support for carrying out the conversion effort, 7) Establishes a conversion schedule, 8) Addresses security issues related to conversion effort



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<ul style="list-style-type: none">• Create Contingency Plan - The contingency plan provides for the continuation of critical missions and business functions in the event of system disruptions. Which describes the steps to be taken to ensure that an automated system or facility can be recovered from service disruptions in the event of emergencies and/or disasters.• Create Data Management Plan - Data management plan should comprise of but not limited to the following: 1) Identification of data entities, attributes, relationships, and unique identifiers, 2) Application Data Model and Entity Relationship Diagram, 3) Application Process Model and process requirements, 4) Application Logical Model that clearly documents the application data requirements, process requirements, and cross-reference material, 5) Description of the data tables, 6) Description of the data reference files, 7) Requirements for the internal database structures, 8) Requirements for the external structures, 9) Requirements for the internal database performance, 10) Data Dictionary.• Create System Workload Analysis Document - System Workload Analysis Document projects the system workload to ensure that sufficient system resources and infrastructure are available before the system is deployed. Specifically, the System Workload Analysis Document 1) Describes how the new system or enhancement will operate, 2) Presents a point-to-point scenario that describes the utilization of system resources, 3) Describes the system workload in terms of the transaction types, transaction sizes, and transaction rates during different hours of operation, 4) Estimates the capacity requirements, 5) Presents a preliminary deployment schedule, which identifies all proposed deployment sites and planned deployment dates, 6) Assess the impact on US-VISIT if system resources are unavailable or the system operates in the degraded mode.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<ul style="list-style-type: none"> • Perform Preliminary Design Review - The Preliminary Design Review determines whether the initial design concept is consistent with the overall architecture and satisfies the functional, security, and technical requirements. This review provides Project Manager with an opportunity to receive technical feedback from stakeholders and have changes made to the preliminary system design, as needed.
5	1.4.2.4.3	Create Detailed Design Document	<p>The Critical Design Document should meet all functional, security, technical requirements and is complete, logical, and verifiable. This design will comprise of the following:</p> <ul style="list-style-type: none"> • Design Application Components - Use Preliminary Design document as basis to design detailed application components. • Design Interface Components - Use Interface Design Document as basis to design detailed Interface components. • Design Database Components - Use Data Management Plan as basis to design detailed database components. • Design Architecture Components - Use Architectural Design document as basis to design detailed architecture components. • Design Changes to Legacy Systems - Use Preliminary Design document as basis to design detailed changes to legacy systems. • Create Development Test Plan - This will include: 1) The scope of the functional qualification testing, methodology, and responsibilities. 2) The description of testing environment, test configuration, testing equipment, supporting software, material, and necessary training. 3) The description of each functional qualification test to be performed, including test controls, inputs, and outputs. • Perform Critical Design Review - This serves as the final design review before the actual system development begins. This verifies that the final system design adequately addresses all US-VISIT functional, security, and technical requirements and is consistent with the overall US-VISIT Architecture.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.2.4.4	Review Systems Development Plan	<p>The System Development Plan (SDP) Review examines the project approach, the project schedule, the Summary Work Breakdown Structure (WBS), and the tailored work pattern documented in the System Development Plan for appropriateness and feasibility. The SDP Review approval certification will consist of the following questions:</p> <ul style="list-style-type: none"> • Is the project approach documented in the System Development Plan appropriate and feasible? • Is the project schedule appropriate and feasible? • Is the Summary Work Breakdown Structure appropriate and feasible? • Has a work pattern been tailored based on project risk level? • Does the SDP identify the project deliverables to be produced? • Does the SDP identify the project reviews to be conducted? • Does the SDP provide a justification for the tailored work pattern? • Is the tailored work pattern appropriate and feasible?
4	1.4.2.5	Create Technical Design Document (Release 1)	Create Technical Design Document for Release 1, including Technical Architecture Direction and Application, Infrastructure, Network and Operations Architectures
5	1.4.2.5.1	Define Technical Architecture Direction	<p>Technical Architecture Direction task includes the following process steps:</p> <ul style="list-style-type: none"> • Assess Current Technical Architecture - Analyze the existing technical environment in terms of its capability to support the planned application and fit with technical requirements. • Update Application to Technical Architecture Mapping - Analyze the requirements on technical environments • Analyze Technical Architecture Options - This process determines the options available to support the gaps in the technical environment(s). • Describe Technical Architectures - Describe the Development Environment, Describe the Execution Environment, and Create an Overview of the Operations Environment.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.2.5.2	Define Application Architecture	Application Architecture defines the scope of the application architecture. It defines the application landscape, groups business processes to applications, provides an initial application to technical architecture mapping, and is a definition of the initial application structure. This should be validated against the requirements, business case, and Technical Architecture Specification to ensure consistency and accuracy of the content.
5	1.4.2.5.3	Define Infrastructure Architecture	Define the Infrastructure Architecture. Specific tasks include: <ul style="list-style-type: none">• Conduct a survey and assessment of the current platform and storage architecture.• Document key aspects of the current infrastructure platform in the Technical Architecture Specification. Assess the following: <ul style="list-style-type: none">- Current hardware and systems- Existing storage assets including storage devices, storage communications, and storage management software- Platform specifications and characteristics- Floor layout and expandability potential- Availability of unused or underused systems- Known problems associated with the current infrastructure- Current system utilization factors like volumes, transaction rates, message sizes, and overall performance patterns- Current utilization of the infrastructure resources and the available capacity for supporting additional applications- The management procedures in place



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<ul style="list-style-type: none">- Current security requirements- The current governance model (delivery and maintenance) for the infrastructure platform and the available resources and their skill set• Review/validate the findings of the assessment with all stakeholders.• Review the required infrastructure platform requirements, and understand short/long-term strategy and considerations.• Work with the data architect to understand and agree on the required infrastructure platform.• Identify core infrastructure components.• Use the capacity plan to develop an overview of the number of components required. Use this information to update the initial hardware cost estimates.• Assess storage environment requirements for application, execution, and development environments, and identify any constraints.• Determine sizing of initial storage assets.• Review the application release roadmap to ensure that the platform selection will be supported over the application's foreseeable lifetime.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.2.5.4	Define Network Architecture	<p>Network Architecture definition includes the following:</p> <ul style="list-style-type: none"> • Assess current network assets <ul style="list-style-type: none"> - Conduct a survey and assessment of current network topology, technology providers, operations, and standards. - Establish the analysis criteria such as cost, performance, availability, security, scalability, ease of operations, etc. - Document key aspects of the current network environment in the Technical Architecture Specification: <ul style="list-style-type: none"> - Assess current network components in scope (for example, LAN, WAN, Web Hosting facility, DMZ, external connectivity, remote access, extranet). - Assess current network services in scope (for example, IP, DNS, DHCP, WINS, Security, Load Balancing, etc.) - Assess known problems associated with the current network infrastructure. - Assess current network traffic summary reports, or if they are not available, baseline existing network traffic (utilization and performance). - Assess the management procedures in place. - Assess current service levels. - Create a network/baseline model. - Assess the current governance model (delivery and - Review/validate the findings of the assessment with
5	1.4.2.5.5	Define Operations Architecture	<p>Definition of Operations Architecture includes the following:</p> <ul style="list-style-type: none"> • Specify whether automated recovery or manual systems recovery is required. • Identify components that will raise alerts. • Map Service Level Requirements into the architecture and support capability.
3	1.4.3	Release 2	Increment 2B Release 2 - Design
4	1.4.3.1	RFID Exit Capture (Release 2)	RFID Exit Capture (Release 2)

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.3.1.1	Create Functional Requirements Document (FRD)	<p>The Functional Requirements Document (FRD) documents the formal requirements for the system. Thus, it serves as the foundation for developing the system, testing and evaluating the developed system, and measuring the success of the system development project. Specifically, the FRD includes the following:</p> <ul style="list-style-type: none">• Create Requirement Traceability Matrix - The Requirements Traceability Matrix (RTM) traces the requirements to their sources throughout the system development and demonstrates how the requirements are fulfilled in the developed system. To facilitate this tracking process, each requirement within the RTM is uniquely identified with the identification number specified in the FRD. As the system development project progresses, the RTM is updated to reflect the traceability of each requirement, including the source document, the product component addressing the requirement, and the tests verifying that the requirement has been correctly implemented. The RTM contains current version of each requirement, modification history of the requirement, and traceability of the requirement to preceding and concurrent cycle elements.• Define Data Requirements - Develop an understanding of the application's data requirements, including the legacy data conversion and integration requirements. This may involve analyzing and recovering legacy application and data designs. The Business Process Design is a good starting point for understanding data requirements. Analyze the information handled by the business process workflow by 1)providing information retrieval to support the business roles, 2)Routing information and communicating between the roles, 3)Updating and recording the results of the business processes.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<ul style="list-style-type: none">• Define Functional Requirements - Develop an understanding of the application's functional requirements. This may involve interviews and JAD (Joint Application Development) sessions with the users. A key source of functional requirements is the Business Process Design document as it highlights how the application interacts with business processes. Identify requirements by examining where and how the application should support the business processes. The areas to consider include 1)Where and what application and performance support are needed by the business roles and 2)Where and what business rules should be applied in the business processes.• Define Interface Requirements - Document any interface with another system. An interface is defined as an exchange of data or functionality between two or more systems. Specifically, interface requirement will describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated.• Establish Technology Guidelines and Standards - This task should assess the ability of the current technology infrastructure to support the requirements for the technology components. Confirm with the client that the technology guidelines and standards have already been defined and are still valid. Update requirements with technology standards and principles.• Establish Usability Guidelines and Standards - Establish a list of principles and guidelines that a designer should use when designing applications. The best practices and tips from several industry leading experts and Accenture professionals consolidated the following 8 usability principles for web development. 1) Know the Users, 2) Simple Page Design, 3) Speak the User's Language, 4) Consistency, 5) Efficiency and Easy of Use, 6) Engaging Experience, 7) Support the User and Provide Feedback, 8) Provide a Clear Navigation Structure.

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5	1.4.3.1.2	Create Preliminary Design Document	<p>The Preliminary Design Document will comprise of the following:</p> <ul style="list-style-type: none"> • Create Initial Design - Initial design concept will comprise of the overall US-VISIT architecture, functional, security, and technical requirements. • Create Interface Design Document - Using Functional Requirements Document as basis, document any interface with another system. Specifically, Interface design should describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated. • Create Conversion Plan - This identifies the strategies for converting data from an existing system to a new system environment. Specifically, the Conversion Plan 1) Describes the system structure, major components, and type of conversion effort, 2) Explains how the system hardware and software will be converted, 3) Specifies the data that must be available for conversion and the requirements for preparing the data for conversion, 4) Identifies any affected interfaces and necessary revisions to the interfaces, 5) Establishes data quality assurance controls for before and after the data conversion, 6) Describes the tasks, procedures, and necessary support for carrying out the conversion effort, 7) Establishes a conversion schedule, 8) Addresses security issues related to conversion effort



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5	1.4.3.1.3	Review Vendor's Systems Development Plan	<p>The System Development Plan (SDP) Review examines the project approach, the project schedule, the Summary Work Breakdown Structure (WBS), and the tailored work pattern documented in the System Development Plan for appropriateness and feasibility. The SDP Review approval certification will consist of the following questions:</p> <ul style="list-style-type: none"> • Is the project approach documented in the System Development Plan appropriate and feasible? • Is the project schedule appropriate and feasible? • Is the Summary Work Breakdown Structure appropriate and feasible? • Has a work pattern been tailored based on project risk level? • Does the SDP identify the project deliverables to be produced? • Does the SDP identify the project reviews to be conducted? • Does the SDP provide a justification for the tailored work pattern? • Is the tailored work pattern appropriate and feasible?
4	1.4.3.2	Integrated Traveler Folder (Release 2)	Integrated Traveler Folder (Release 2)



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.3.2.1	Create Functional Requirements Document (FRD)	<p>The Functional Requirements Document (FRD) documents the formal requirements for the system. Thus, it serves as the foundation for developing the system, testing and evaluating the developed system, and measuring the success of the system development project. Specifically, the FRD includes the following:</p> <ul style="list-style-type: none">• Create Requirement Traceability Matrix - The Requirements Traceability Matrix (RTM) traces the requirements to their sources throughout the system development and demonstrates how the requirements are fulfilled in the developed system. To facilitate this tracking process, each requirement within the RTM is uniquely identified with the identification number specified in the FRD. As the system development project progresses, the RTM is updated to reflect the traceability of each requirement, including the source document, the product component addressing the requirement, and the tests verifying that the requirement has been correctly implemented. The RTM contains current version of each requirement, modification history of the requirement, and traceability of the requirement to preceding and concurrent system life cycle elements.• Define Data Requirements - Develop an understanding of the application's data requirements, including the legacy data conversion and integration requirements. This may involve analyzing and recovering legacy application and data designs. The Business Process Design is a good starting point for understanding data requirements. Analyze the information handled by the business process workflow by 1)providing information retrieval to support the business roles, 2)Routing information and communicating between the roles, 3)Updating and recording the results of the business processes.

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			<ul style="list-style-type: none">• Define Functional Requirements - Develop an understanding of the application's functional requirements. This may involve interviews and JAD (Joint Application Development) sessions with the users. A key source of functional requirements is the Business Process Design document as it highlights how the application interacts with business processes. Identify requirements by examining where and how the application should support the business processes. The areas to consider include 1)Where and what application and performance support are needed by the business roles and 2)Where and what business rules should be applied in the business processes.• Define Interface Requirements - Document any interface with another system. An interface is defined as an exchange of data or functionality between two or more systems. Specifically, Interface requirement will describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated.• Establish Technology Guidelines and Standards - This task should assess the ability of the current technology infrastructure to support the requirements for the technology components. Confirm with the client that the technology guidelines and standards have already been defined and are still valid. Update requirements with technology standards and principles.• Establish Usability Guidelines and Standards - Establish a list of principles and guidelines that a designer should use when designing applications. The best practices and tips from several industry leading experts and Accenture professionals consolidated the following 8 usability principles for web development. 1) Know the Users, 2) Simple Page Design, 3) Speak the User's Language, 4) Consistency, 5) Efficiency and Easy of Use, 6) Engaging Experience, 7) Support the User and Provide Feedback, 8) Provide a Clear Navigation Structure.

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			<ul style="list-style-type: none"> • Functional Requirements Review - The Functional Requirements Review (FRR) examines the functional requirements documented in the FRD for accuracy, completeness, clarity, attainability, and traceability to the high-level requirements identified in the System Concept of Operations. Furthermore, it provides the Project Manager with the opportunity to ensure that the Development Team, System Owner, and users have a clear and complete understanding of the requirements and that the documented requirements can support a detailed design of the proposed system.
5	1.4.3.2.2	Create Preliminary Design Document	<p>The Preliminary Design Document will comprise of the following:</p> <ul style="list-style-type: none"> • Create Initial Design - Initial design concept will comprise of the overall US-VISIT architecture, functional, security, and technical requirements. • Create Interface Design Document - Using Functional Requirements Document as basis, document any interface with another system. Specifically, Interface design should describe how data is transferred between system interfaces, identifies the type of transactions, provides detailed interface specifications, and describes the sequence of events by which the interface connections are initiated. • Create Conversion Plan - This identifies the strategies for converting data from an existing system to a new system environment. Specifically, the Conversion Plan 1) Describes the system structure, major components, and type of conversion effort, 2) Explains how the system hardware and software will be converted, 3) Specifies the data that must be available for conversion and the requirements for preparing the data for conversion, 4) Identifies any affected interfaces and necessary revisions to the interfaces, 5) Establishes data quality assurance controls for before and after the data conversion, 6) Describes the tasks, procedures, and necessary support for carrying out the conversion effort, 7) Establishes a conversion schedule, 8) Addresses security issues related to conversion effort



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			<ul style="list-style-type: none">• Create Contingency Plan - The contingency plan provides for the continuation of critical missions and business functions in the event of system disruptions. Which describes the steps to be taken to ensure that an automated system or facility can be recovered from service disruptions in the event of emergencies and/or disasters.• Create Data Management Plan - Data management plan should comprise of but not limited to the following: 1) Identification of data entities, attributes, relationships, and unique identifiers, 2) Application Data Model and Entity Relationship Diagram, 3) Application Process Model and process requirements, 4) Application Logical Model that clearly documents the application data requirements, process requirements, and cross-reference material, 5) Description of the data tables, 6) Description of the data reference files, 7) Requirements for the internal database structures, 8) Requirements for the external structures, 9) Requirements for the internal database performance, 10) Data Dictionary.• Create System Workload Analysis Document - System Workload Analysis Document projects the system workload to ensure that sufficient system resources and infrastructure are available before the system is deployed. Specifically, the System Workload Analysis Document 1) Describes how the new system or enhancement will operate, 2) Presents a point-to-point scenario that describes the utilization of system resources, 3) Describes the system workload in terms of the transaction types, transaction sizes, and transaction rates during different hours of operation, 4) Estimates the capacity requirements, 5) Presents a preliminary deployment schedule, which identifies all proposed deployment sites and planned deployment dates, 6) Assess the impact on US-VISIT if system resources are unavailable or the system operates in the degraded mode.



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			<ul style="list-style-type: none"> • Perform Preliminary Design Review - The Preliminary Design Review determines whether the initial design concept is consistent with the overall architecture and satisfies the functional, security, and technical requirements. This review provides Project Manager with an opportunity to receive technical feedback from stakeholders and have changes made to the preliminary system design, as needed.
5	1.4.3.2.3	Create Detailed Design Document	<p>The Critical Design Document should meet all functional, security, technical requirements and is complete, logical, and verifiable. This design will comprise of the following:</p> <ul style="list-style-type: none"> • Design Application Components - Use Preliminary Design document as basis to design detailed application components. • Design Interface Components - Use Interface Design Document as basis to design detailed Interface components. • Design Database Components - Use Data Management Plan as basis to design detailed database components. • Design Architecture Components - Use Architectural Design document as basis to design detailed architecture components. • Design Changes to Legacy Systems - Use Preliminary Design document as basis to design detailed changes to legacy systems. • Create Development Test Plan - This will include: 1) The scope of the functional qualification testing, methodology, and responsibilities. 2) The description of testing environment, test configuration, testing equipment, supporting software, material, and necessary training. 3) The description of each functional qualification test to be performed, including test controls, inputs, and outputs. • Perform Critical Design Review - This serves as the final design review before the actual system development begins. This verifies that the final system design adequately addresses all US-VISIT functional, security, and technical requirements and is consistent with the overall US-VISIT Architecture.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.3.2.4	Review Systems Development Plan	<p>The System Development Plan (SDP) Review examines the project approach, the project schedule, the Summary Work Breakdown Structure (WBS), and the tailored work pattern documented in the System Development Plan for appropriateness and feasibility. The SDP Review approval certification will consist of the following questions:</p> <ul style="list-style-type: none"> • Is the project approach documented in the System Development Plan appropriate and feasible? • Is the project schedule appropriate and feasible? • Is the Summary Work Breakdown Structure appropriate and feasible? • Has a work pattern been tailored based on project risk level? • Does the SDP identify the project deliverables to be produced? • Does the SDP identify the project reviews to be conducted? • Does the SDP provide a justification for the tailored work pattern? • Is the tailored work pattern appropriate and feasible?
4	1.4.3.3	Update Technical Design Document	Update Technical Design Documents
5	1.4.3.3.1	Update Technical Architecture Direction	<p>Update Technical Architecture Direction which may include:</p> <ul style="list-style-type: none"> • Application to Technical Architecture Mapping - Analyze and update the requirements on technical environments • Technical Architecture Options - This process determines the options available to support the gaps in the technical environment(s). • Technical Architectures document - Update any changes in the area of Development Environment, Execution Environment, and Operations Environment.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.3.3.2	Update Application Architecture	Update any changes to the Application Architecture including: <ul style="list-style-type: none">• Scope of the application architecture.• Application landscape• Grouping of business processes to applications• Application to technical architecture mapping• Application structure. This should be validated against the requirements, business case, and Technical Architecture Specification to ensure consistency and accuracy of the content.
5	1.4.3.3.3	Update Infrastructure Architecture	Update any changes to the Infrastructure Architecture including: <ul style="list-style-type: none">• Infrastructure platform requirements, and understand short/long-term strategy and considerations.• Communicate any updates with the data architect to understand and agree on the required infrastructure platform.• Number of components required.• Storage environment requirements for application, execution, and development environments, and identify any constraints.
5	1.4.3.3.4	Update Network Architecture	Update any changes to the Network Architecture including: <ul style="list-style-type: none">• Validate Network Requirements and Strategy<ul style="list-style-type: none">• Required network requirements and short/long-term strategy and considerations.• Work with platform and application personnel to understand and agree on the required network environment.• Business, technical, and service level requirements of the planned applications in terms of network infrastructure.• Expected traffic characteristic/communication flows between application components with estimated volume, response time requirements, and window of operation.• Business constraints (for example, budget, implementation timing, resource/skills).• Service levels expected by the users.• Strategy to address network requirements.• Best practices for network components in scope.• High-level strategy to address identified requirements.• Application needs and the network architecture guidelines and principles.

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**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.4.3.3.5	Update Operations Architecture	Update any changes to the Operations Architecture including: <ul style="list-style-type: none"> • Systems Recovery • Components • Service Level Requirements into the architecture and support capability.
3	1.4.4	Conduct and Document Legacy System Study	Conduct and Document Legacy System Study
4	1.4.4.1	Research Legacy Systems	Research Legacy Systems - Conduct a study that identifies legacy systems that need to be updated to implement the 2B solution.
4	1.4.4.2	Identify and Document Legacy System Interactions	Identify and Document Legacy System Interactions task may include working closely with the system owners and their legacy contractors to ensure capability and interoperability of the implemented US-VISIT system among the legacy systems.
4	1.4.4.3	Identify and Document Legacy System Changes	Identify and document legacy systems that are being retired, modernized, rewritten, enhanced, or integrated into a new US-VISIT system including: <ul style="list-style-type: none"> • Why these legacy systems were selected for retirement, modernization, rewriting, enhancement or integration • Which legacy systems would remain close to the "as is" environment and have interfaces developed as part of the Increment • Which legacy systems would be modernized, rewritten, enhanced or integrated into a new US-VISIT system and how these systems would align with the "to be" architecture and the "to be" component-based implementation approach. • The impact in cost and performance resulting from the legacy system actions.
2	1.5	Subtask 5: Develop	Subtask 5 includes the system development activities for Release 1 and 2 functionality.
3	1.5.1	Release 1	Increment 2B Release 1 - Development
4	1.5.1.1	Integrated Traveler Folder (Release 1)	Integrated Traveler Folder (Release 1)

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.1.1.1	Coding and Development Testing	<p>This activity will involve developing and unit testing Release 1 of the Integrated Traveler Folder. The components to be developed and unit tested are: Application Components, Interface Components, Database Components, Architecture Components and Legacy System Components. This activity will also involve creating a Development Test Plan, Development Test Analysis Report, Integrated Performance Test Plan, and the Integrated Performance Test Analysis Report.</p> <p>The Development Test Plan will:</p> <ul style="list-style-type: none"> • Document the testing scope, methodology, and responsibilities • Specify the Test environment, including testing equipment, software, material, and necessary training • Describe each test to be performed, including test controls, inputs, and outputs • Define the test procedures to be followed in conducting Development Testing • Provide traceability to the requirements validated by the Development Testing. <p>The Development Test Analysis Report will:</p> <ul style="list-style-type: none"> • Describe the system units and functions tested • Evaluate the performance of the tested units and functions • Analyze the system capabilities demonstrated during Development Testing • Identify system deficiencies and any indicated improvements in the system design or operation based on the results of the Development Testing • Present determination concerning the readiness of the system to be turned over for Independent Testing. <p>The Integrated Performance Test Plan will:</p> <ul style="list-style-type: none"> • Document the testing scope and methodology • Specify the Test environment and configuration • Identify the Integrated Performance Testing roles and responsibilities • Describe each scenario to be tested • Define the test procedures to be followed in conducting Integrated Performance Testing.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>The Performance Test Analysis Report will:</p> <ul style="list-style-type: none">• Document the testing scope and methodology• Describe the Test environment and configuration• Identify the scenario tested• Describe the actual tests executed• Include Transaction Performance Summary Reports, which provide statistical performance data• Summarize the results of the Integrated Performance Testing• Presents recommendations for system changes based on the Integrated Performance Testing results. <p>Each component will have the following: (a) A set of class definitions, each of which specifies the behavior of an application class (b) A set of statechart diagrams, each of which provides a dynamic view of the state changes within a class object (c) A class diagram, which shows the static/structural relationships between the classes. In addition, a logical data model will be derived from a conceptual data model, which will define logical data structures. These structures depict the database as it will be viewed by the application developers and the end users. The development team will adhere to a Configuration Management Plan, that will essentially integrate all the individually developed and tested components into an executable application as well as maintain version control. (Configuration management (CM) is the set of activities performed to establish and maintain the integrity of the project work products throughout the project's life cycle.)</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.1.1.2	Create Documentation	<p>This activity will involve creating documentation for Release 1 of the Integrated Traveler Folder. These documents will be drafts of the Version Description Document, User Manual, Maintenance Manual and the Systems Administration Manual.</p> <p>The Version Description Document will:</p> <ul style="list-style-type: none">• Present an overview of the system• Describe the system version released• Identify all system changes since the previous Version Description Document was issued• Specify system dependencies and hardware requirements• Identify system documentation• Inventory the materials released, software contents, software installation files, and the software source files• Present instructions for installing the software <p>The User Manual will:</p> <ul style="list-style-type: none">• Briefly describe the system capabilities• Describe the system functions, include function inputs and outputs• Provide detailed instructions on how to operate the system• Identify error messages• Present instructions for resolving system errors• Identify system help facilities



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>The Maintenance Manual will:</p> <ul style="list-style-type: none">• Describe the system support environment, including hardware, software, facilities, database characteristics, and special skills needed by personnel for system maintenance• Specify the system support environment, including equipment, hardware, software, facilities, and personnel• Identify the procedure for maintaining the overall system and individual software units. <p>The System Administration Manual will:</p> <ul style="list-style-type: none">• Depict the system organization by charting component relationships• Inventory permanent files and databases that are referenced, created, or updated by the system• Identify all system-produced reports by the report name and the software that generates the report• Present an overview of the system processing and communications functions• Address security-related issues• Establish site profiles for each site at which the system is deployed• Define the responsibility of the System Administrator
4	1.5.1.2	Portal (Release 1)	Portal (Release 1)



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.1.2.1	Coding and Development Testing	<p>This activity will involve developing and unit testing Release 1 of the Integrated Traveler Folder. The components to be developed and unit tested are: Application Components, Interface Components, Database Components, Architecture Components and Legacy System Components. This activity will also involve creating a Development Test Plan, Development Test Analysis Report, Integrated Performance Test Plan, and the Integrated Performance Test Analysis Report.</p> <p>The Development Test Plan will:</p> <ul style="list-style-type: none">• Document the testing scope, methodology, and responsibilities• Specify the Test environment, including testing equipment, software, material, and necessary training• Describe each test to be performed, including test controls, inputs, and outputs• Define the test procedures to be followed in conducting Development Testing• Provide traceability to the requirements validated by the Development Testing. <p>The Development Test Analysis Report will:</p> <ul style="list-style-type: none">• Describe the system units and functions tested• Evaluate the performance of the tested units and functions• Analyze the system capabilities demonstrated during Development Testing• Identify system deficiencies and any indicated improvements in the system design or operation based on the results of the Development Testing• Present determination concerning the readiness of the system to be turned over for Independent Testing. <p>The Integrated Performance Test Plan will:</p> <ul style="list-style-type: none">• Document the testing scope and methodology• Specify the Test environment and configuration• Identify the Integrated Performance Testing roles and responsibilities• Describe each scenario to be tested• Define the test procedures to be followed in conducting Integrated Performance Testing.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>The Performance Test Analysis Report will:</p> <ul style="list-style-type: none">• Document the testing scope and methodology• Describe the Test environment and configuration• Identify the scenario tested• Describe the actual tests executed• Include Transaction Performance Summary Reports, which provide statistical performance data• Summarize the results of the Integrated Performance Testing• Presents recommendations for system changes based on the Integrated Performance Testing results. <p>Each component will have the following: (a) A set of class definitions, each of which specifies the behavior of an application class (b) A set of statechart diagrams, each of which provides a dynamic view of the state changes within a class object (c) A class diagram, which shows the static/structural relationships between the classes. In addition, a logical data model will be derived from a conceptual data model, which will define logical data structures. These structures depict the database as it will be viewed by the application developers and the end users. The development team will adhere to a Configuration Management Plan, that will essentially integrate all the individually developed and tested components into an executable application as well as maintain version control. (Configuration management (CM) is the set of activities performed to establish and maintain the integrity of the project work products throughout the project's life cycle.)</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.1.2.2	Create Documentation	<p>This activity will involve creating documentation for Release 1 of the Integrated Traveler Folder. These documents will be drafts of the Version Description Document, User Manual, Maintenance Manual and the Systems Administration Manual.</p> <p>The Version Description Document will:</p> <ul style="list-style-type: none">• Present an overview of the system• Describe the system version released• Identify all system changes since the previous Version Description Document was issued• Specify system dependencies and hardware requirements• Identify system documentation• Inventory the materials released, software contents, software installation files, and the software source files• Present instructions for installing the software <p>The User Manual will:</p> <ul style="list-style-type: none">• Briefly describe the system capabilities• Describe the system functions, include function inputs and outputs• Provide detailed instructions on how to operate the system• Identify error messages• Present instructions for resolving system errors• Identify system help facilities



**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>The Maintenance Manual will:</p> <ul style="list-style-type: none"> • Describe the system support environment, including hardware, software, facilities, database characteristics, and special skills needed by personnel for system maintenance • Specify the system support environment, including equipment, hardware, software, facilities, and personnel • Identify the procedure for maintaining the overall system and individual software units. <p>The System Administration Manual will:</p> <ul style="list-style-type: none"> • Depict the system organization by charting component relationships • Inventory permanent files and databases that are referenced, created, or updated by the system • Identify all system-produced reports by the report name and the software that generates the report • Present an overview of the system processing and communications functions • Address security-related issues • Establish site profiles for each site at which the system is deployed • Define the responsibility of the System Administrator
4	1:5.1.3	Build Development Technical Architecture	<p>The following tasks comprise the work to be performed within this WBS element:</p> <ul style="list-style-type: none"> • Build Development Environment • Support Development Environment
5	1.5.1.3.1	Build Development Environment	<p>This activity will involve building the development environment to for Release 1 of the Integrated Traveler Folder and Portal. All necessary hardware and software will need to be setup, configured and tested. (Key assumption is that the hardware and software will be determined and procured prior to this task.) This will require an individual to (a) Install and configure multiple operating systems and applications (b) Configure Local Area Network (LAN) connectivity for servers and workstations (c) Manage the Local Area Network connectivity (d) Install and configure system management software (e) Grant individuals access to servers and services (f) Install and configure backup management hardware and software.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>The development environment is built upon an integrated set of tools and components, each supporting a specific task or set of tasks in the development process. As with processes and organization, the central component, System Building, is supported by the eight management components and will be installed and configured in the development environment: (a) Information Management tools manage the information that supports the entire project - information that is used both in systems building and in other management processes (b) Security Management tools enable the development of security components (c) Quality Management tools support all quality management processes (d) Program and Project Management tools assist the management teams in their daily work (e) Environment Management tools provide the facilities to maintain the development environment (f) Release Management tools manages the simultaneous development of multiple releases (g) Configuration Management tools cover the version control, migration control and change control of system components such as code and its associated documentation (h) Problem Management tools pertains to the problem tracking and solution process. In addition, three other components will be needed to fully support the development: (a) Productivity tools provide the basic functionality required to create documents, spreadsheets, and simple graphics or diagrams (b) Collaborative tools enable groups of people to communicate and to share information, helping them work together effectively, regardless of location (c) Process Integration tools enforce the correct sequencing of tasks and tools in conformance with a pre-defined methodology.</p>
5	1.5.1.3.2	Support Development Environment	<p>This activity will involve supporting the development environment to build and unit test the components for Release 1 of the Integrated Traveler Folder and Portal. All development hardware and software will be supported and maintained on a daily basis.</p>
4	1.5.1.4	Build Test Technical Architecture	<p>The following tasks comprise the work to be performed within this WBS element:</p> <ul style="list-style-type: none"> • Build Development Environment • Support Development Environment

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.1.4.1	Build Test Environment	This activity will involve building the test environment to test the components for Release 1 of the Integrated Traveler Folder and Portal. All necessary hardware and software will need to be setup, configured and tested. (Key assumption is that the hardware and software will be determined and procured prior to this task.) This will require an individual to (a) Install and configure multiple operating systems and applications (b) Configure Local Area Network (LAN) connectivity for servers and workstations (c) Manage the LAN connectivity (d) Install and configure system management software (e) Grant individuals access to servers and services (f) Install and configure backup management hardware and software.
5	1.5.1.4.2	Support Test Environment	This activity will involve supporting the test environment to test the components for Release 1 of the Integrated Traveler Folder and Portal. All test hardware and software will be supported and maintained on a daily basis.
4	1.5.1.5	Build Production Technical Architecture	The following tasks comprise the work to be performed within this WBS element: <ul style="list-style-type: none"> • Build Production Environment • Build Operations Environment
5	1.5.1.5.1	Build Production Environment	This activity will involve building the production environment for Release 1 of the Integrated Traveler Folder and Portal. All necessary hardware and software will need to be setup, configured and tested at the Data Centers. (Key assumption is that the hardware and software will be determined and procured prior to this task.) This will require an individual to (a) Install and configure multiple operating systems and applications (b) Configure Local Area Network (LAN) connectivity for servers and workstations (c) Manage the Local Area Network (LAN) connectivity (d) Install and configure system management software (e) Grant individuals access to servers and services (f) Install and configure backup management hardware and software. In addition, the execution architecture will involve (a) Installing and building Security Architecture (b) Installing and building Interaction Services (c) Installing and building Application Services (d) Installing and building Integration Services (e) Installing and building Infrastructure Services (f) Installing and building Infrastructure Platform.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.1.5.2	Build Operations Environment	<p>This activity will involve supporting the production environment for Release 1 of the Integrated Traveler Folder and Portal. All production hardware and software will be supported and maintained on a daily basis at the Data Centers. (Key assumption is that the hardware and software will be determined and procured prior to this task.) This will require an individual to (a) Install and configure multiple operating systems and applications (b) Configure Local Area Network (LAN) connectivity for servers and workstations (c) Manage the LAN connectivity (d) Install and configure system management software (e) Grant individuals access to servers and services (f) Install and configure backup management hardware and software.</p> <p>The Operations Architecture is a combination of tools and support services required to keep a production system up and running efficiently. Thus, the following components will be installed: (a) Operations Integration Architecture Components (b) Network/Systems Management Components (c) Solution Availability Components (d) Service Management Components (e) Configuration Management Components (f) Physical Site Management Components (g) Operations Data Architecture Components (h) Operations Execution and Development Architectures.</p>
3	1.5.2	Release 2	Increment 2B Release 2 - Development
4	1.5.2.1	Integrated Traveler Folder (Release 2)	Integrated Traveler Folder (Release 2)

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.2.1.1	Coding and Development Testing	<p>This activity will involve developing and unit testing Release 1 of the Integrated Traveler Folder. The components to be developed and unit tested are: Application Components, Interface Components, Database Components, Architecture Components and Legacy System Components. This activity will also involve creating a Development Test Plan, Development Test Analysis Report, Integrated Performance Test Plan, and the Integrated Performance Test Analysis Report.</p> <p>The Development Test Plan will:</p> <ul style="list-style-type: none"> • Document the testing scope, methodology, and responsibilities • Specify the Test environment, including testing equipment, software, material, and necessary training • Describe each test to be performed, including test controls, inputs, and outputs • Define the test procedures to be followed in conducting Development Testing • Provide traceability to the requirements validated by the Development Testing. <p>The Development Test Analysis Report will:</p> <ul style="list-style-type: none"> • Describe the system units and functions tested • Evaluate the performance of the tested units and functions • Analyze the system capabilities demonstrated during Development Testing • Identify system deficiencies and any indicated improvements in the system design or operation based on the results of the Development Testing • Present determination concerning the readiness of the system to be turned over for Independent Testing. <p>The Integrated Performance Test Plan will:</p> <ul style="list-style-type: none"> • Document the testing scope and methodology • Specify the Test environment and configuration • Identify the Integrated Performance Testing roles and responsibilities • Describe each scenario to be tested • Define the test procedures to be followed in conducting Integrated Performance Testing.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>The Performance Test Analysis Report will:</p> <ul style="list-style-type: none">• Document the testing scope and methodology• Describe the Test environment and configuration• Identify the scenario tested• Describe the actual tests executed• Include Transaction Performance Summary Reports, which provide statistical performance data• Summarize the results of the Integrated Performance Testing• Presents recommendations for system changes based on the Integrated Performance Testing results. <p>Each component will have the following: (a) A set of class definitions, each of which specifies the behavior of an application class (b) A set of state chart diagrams, each of which provides a dynamic view of the state changes within a class object (c) A class diagram, which shows the static/structural relationships between the classes. In addition, a logical data model will be derived from a conceptual data model, which will define logical data structures. These structures depict the database as it will be viewed by the application developers and the end users. The development team will adhere to a Configuration Management Plan, that will essentially integrate all the individually developed and tested components into an executable application as well as maintain version control. (Configuration management (CM) is the set of activities performed to establish and maintain the integrity of the project work products throughout the project's life cycle.)</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.2.1.2	Create Documentation	<p>This activity will involve creating documentation for Release 1 of the Integrated Traveler Folder. These documents will be drafts of the Version Description Document, User Manual, Maintenance Manual and the Systems Administration Manual.</p> <p>The Version Description Document will:</p> <ul style="list-style-type: none">• Present an overview of the system• Describe the system version released• Identify all system changes since the previous Version Description Document was issued• Specify system dependencies and hardware requirements• Identify system documentation• Inventory the materials released, software contents, software installation files, and the software source files• Present instructions for installing the software <p>The User Manual will:</p> <ul style="list-style-type: none">• Briefly describe the system capabilities• Describe the system functions, include function inputs and outputs• Provide detailed instructions on how to operate the system• Identify error messages• Present instructions for resolving system errors• Identify system help facilities



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>The Maintenance Manual will:</p> <ul style="list-style-type: none"> • Describe the system support environment, including hardware, software, facilities, database characteristics, and special skills needed by personnel for system maintenance • Specify the system support environment, including equipment, hardware, software, facilities, and personnel • Identify the procedure for maintaining the overall system and individual software units. <p>The System Administration Manual will:</p> <ul style="list-style-type: none"> • Depict the system organization by charting component relationships • Inventory permanent files and databases that are referenced, created, or updated by the system • Identify all system-produced reports by the report name and the software that generates the report • Present an overview of the system processing and communications functions • Address security-related issues • Establish site profiles for each site at which the system is deployed • Define the responsibility of the System Administrator
4	1.5.2.2	Update Development Technical Architecture	<p>The following tasks comprise the work to be performed within this WBS element:</p> <ul style="list-style-type: none"> • Update Development Environment • Support Development Environment
5	1.5.2.2.1	Update Development Environment	<p>This activity will involve updating the existing development environment for developers to build and unit test the components for Release 2 of the Integrated Travel Folder. All additional hardware and software will need to be setup, configured and tested. Also, a Development Architecture Package must be created after the environment is setup, configured and tested. The Development Architecture Package will define the scope of the development environment. It will also defines the set of services, principles, and frameworks that will be used during development to maximize encapsulation, reduce the amount of repetition, and ensure quality and consistency across design and build of the technical architecture.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.2.2.2	Support Development Environment	This activity will involve supporting the test environment for testers to test the components for Release 2 of the Integrated Travel Folder. All development hardware and software will be supported and maintained on a daily basis.
4	1.5.2.3	Update Test Technical Architecture	The following tasks comprise the work to be performed within this WBS element: <ul style="list-style-type: none"> • Update Test Environment • Support Test Environment
5	1.5.2.3.1	Update Test Environment	This activity will involve updating the test environment to test the components for Release 2 of the Integrated Travel Folder. All necessary hardware and software will need to be setup, configured and tested. Also, a Test Architecture Package will be created. <p>The Test Architecture Package will:</p> <ul style="list-style-type: none"> • Ensure that the technical architecture design has been properly implemented, and that the infrastructure can support the development, execution, and operations environments • Ensure that the new technical architecture integrates properly with the existing (legacy) overall architecture • Document all programming, component test, component acceptance test, and architecture assembly test activities related to the technical architecture before beginning the Technical Architecture Product Test



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<ul style="list-style-type: none"> • Document the assembly test to ensure that technical components continue to work correctly once assembled (e.g., design tool with code generator in a development environment, transaction services with database access services in an execution environment, failover mechanism with database monitoring tools in an operation environment) • Document the product test to ensure that the overall technical architecture meets all the functional requirements against which it was designed • Document the performance test to ensure that the technical architecture meets all the performance-related metrics such as response time, availability, and load/throughput • Document the operations test to ensure that the operations environment meets the operations requirements (compliance to Service Level Agreement (SLA) and Operational Level Agreement (OLA) with users, back-up/restore, and failure resolution time)
5	1.5.2.3.2	Support Test Environment	This activity will involve supporting the test environment to test the components for Release 2 of the Integrated Travel Folder. All test hardware and software will be supported and maintained on a daily basis.
4	1.5.2.4	Update Production Technical Architecture	The following tasks comprise the work to be performed within this WBS element: <ul style="list-style-type: none"> • Update Production Environment • Update Operations Environment
5	1.5.2.4.1	Update Production Environment	This activity will involve updating the production environment for Release 2 of the Integrated Travel Folder. All necessary hardware and software will need to be setup, configured and tested at the Data Centers. Also, a Production Architecture Package will be created. The Production Architecture Package will define the scope of the execution environment. In addition, updating the execution architecture will involve (a) Updating the Security Architecture (b) Updating the Interaction Services (c) Updating the Application Services (d) Updating the Integration Services (e) Updating the Infrastructure Services (f) Updating the Infrastructure Platform.

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**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.5.2.4.2	Update Operations Environment	This activity will involve updating the operations environment for Release 1 and Release 2. All necessary hardware and software will need to be setup, configured and tested at the Data Centers.
2	1.6	Subtask 6: Test	Subtask 6 includes the system test activities for Release 1 and 2 functionality.
3	1.6.1	Release 1	Increment 2B Release 1 - Test
4	1.6.1.1	Increment 1 Core Enhancement for Land (Release 1)	The following tasks comprise the work to be performed for Increment Core Enhancement for Land (Release 1): Create Test Plan Conduct Test Readiness Review Conduct Capability Verification Interoperability Testing
5	1.6.1.1.1	Interoperability Testing	This task brings together the Increment 1 Core Enhancement for Land (Release 1) and the impacted legacy systems (ADIS, IDENT, and IBIS) in a test environment to verify that these components function together as designed. Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) coordinate tests with third party vendor for joint execution, (g) execute tests (perform actual interfaces where possible, perform simulated interfaces), (h) identify problems and capture using the defined processes defined by the Alliance Program Office, (i) prioritize, assign and communicate issues, (j) re-test problems that have been fixed, (k) conduct capability verification.
4	1.6.1.2	RFID Enrollment (Release 1)	The following tasks comprise the work to be performed for RFID Exit (Release 1): Create Test Plan Conduct Test Readiness Review Conduct Capability Verification Interoperability Testing

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.1.2.1	Interoperability Testing	This task brings together the RFID Enrollment (Release 1) and the impacted legacy systems (ADIS, IDENT, and IBIS) in a test environment to verify that these components function together as designed. Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) coordinate tests with third party vendor for joint execution, (g) execute tests (perform actual interfaces where possible, perform simulated interfaces), (h) identify problems and capture using the defined processes defined by the Alliance Program Office, (i) prioritize, assign and communicate issues, (j) re-test problems that have been fixed, (k) conduct capability verification.
4	1.6.1.3	Integrated Traveler Folder (Release 1)	The following tasks comprise the work to be performed for RFID Enrollment (Release 1): Create Test Plan Conduct Test Readiness Review Conduct Capability Verification Interoperability Testing Independent Testing (IV&V) Customer/System Acceptance Testing Final Preparation for Release
5	1.6.1.3.1	Conduct Test Readiness Review	This task refers to the activities involved to ensure the Interoperability, Independent and SAT test readiness of the Integrated Traveler Folder (Release 1). Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) execute tests (g) identify problems and capture using the defined processes defined by the Alliance Program Office, (h) prioritize, assign and communicate issues, (i) re-test problems that have been fixed.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.1.3.2	Interoperability Testing	This task brings together the Integrated Traveler Folder (Release 1) and the impacted legacy systems (ADIS, IDENT, and IBIS) in a test environment to verify that these components function together as designed. Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) coordinate tests with third party vendor for joint execution, (g) execute tests (perform actual interfaces where possible, perform simulated interfaces), (h) identify problems and capture using the defined processes defined by the Alliance Program Office, (i) prioritize, assign and communicate issues, (j) re-test problems that have been fixed, (k) conduct capability verification.
5	1.6.1.3.3	Independent Testing (IV&V)	This task comprises the oversight activities of the third party independent contractor for Independent Testing (IV&V) of the RFID Enrollment (Release 1). Specific tasks include: (a) communicate and manage IV&V Work Plan, (b) review test scripts, (c) coordinate tasks, (d) review test output, (e) take appropriate actions to resolve problems and/or issues.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.1.3.4	Customer/System Acceptance Testing	This task refers to the activities required for the execution of the Customer/System Acceptance Test (SAT). A SAT environment is set up to closely mimic the production environment and includes interfaces with the test environment of the legacy systems IDENT, IBIS, and ADIS. The Increment 2B solution components are integrated into the SAT environment including the Increment 1 system for land POEs, RFID Entry/Exit system and the Portal. The SAT is conducted with the participation and observation of DHS. Specific tasks include: (a) prepare and coordinate a SAT Plan and Execution document, (b) deliver SAT Plan and Execution document to DHS, CSC, and legacy contractors, (c) coordinate SAT with DHS, CSC, and legacy contractors for joint execution, (d) conduct usability testing with the key US-VISIT Program and POE stakeholders, (e) conduct SAT with the key US-VISIT Program and POE stakeholders, (f) capture test problems, (g) resolve test problems, (h) repeat test procedures, (i) prepare SAT report, (j) present SAT Report to key US-VISIT Program stakeholders for approval.
5	1.6.1.3.5	Final Preparation for Release	After the application release is migrated to production, the application will be tested to ensure that the migrations were performed successfully. Specific tasks include: (a) define testing tasks in a deployment checklist, (b) regression test scenarios using test scripts, (c) regression test SIRs that were identified during IV&V test, and SAT, (d) capture test problems, (e) resolve test problems, (f) repeat test procedures.
4	1.6.1.4	Portal (Release 1)	The following tasks comprise the work to be performed for Portal (Release 1): Create Test Plan Conduct Test Readiness Review Conduct Capability Verification Interoperability Testing Independent Testing (IV&V) Customer/System Acceptance Testing Final Preparation for Release

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.1.4.1	Conduct Test Readiness Review	This task refers to the activities involved to ensure the Interoperability, Independent and SAT test readiness of the Portal (Release 1). Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) execute tests (g) identify problems and capture using the defined processes defined by the Alliance Program Office, (h) prioritize, assign and communicate issues, (i) re-test problems that have been fixed.
5	1.6.1.4.2	Interoperability Testing	This task brings together the Portal (Release 1) and the impacted legacy systems (ADIS, IDENT and IBIS) in a test environment to verify that these components function together as designed. Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) coordinate tests with third party vendor for joint execution, (g) execute tests (perform actual interfaces where possible, perform simulated interfaces), (h) identify problems and capture using the defined processes defined by the Alliance Program Office, (i) prioritize, assign and communicate issues, (j) re-test problems that have been fixed, (k) conduct capability verification.
5	1.6.1.4.3	Independent Testing (IV & V)	This task comprises the oversight activities of the third party independent contractor for Independent Testing (IV&V) of the Portal (Release 1). Specific tasks include: (a) communicate and manage IV&V Work Plan, (b) review test scripts, (c) coordinate tasks, (d) review test output, (e) take appropriate actions to resolve problems and/or issues.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.1.4.4	Customer/ System Acceptance Testing	This task refers to the activities required for the execution of the Customer/System Acceptance Test (SAT). A SAT environment is set up to closely mimic the production environment and includes interfaces with the test environment of the legacy systems IDENT, IBIS, and ADIS. The Increment 2B solution components are integrated into the SAT environment including the Increment 1 system for land POEs, RFID Entry/Exit system and the Portal. The SAT is conducted with the participation and observation of DHS. Specific tasks include: (a) prepare and coordinate a SAT Plan and Execution document, (b) deliver SAT Plan and Execution document to DHS, CSC, and legacy contractors, (c) coordinate SAT with DHS, CSC, and legacy contractors for joint execution, (d) conduct usability testing with the key US-VISIT Program and POE stakeholders, (e) conduct SAT with the key US-VISIT Program and POE stakeholders, (f) capture test problems, (g) resolve test problems, (h) repeat test procedures, (i) prepare SAT report, (j) present SAT Report to key US-VISIT Program stakeholders for approval.
5	1.6.1.4.5	Final Preparation for Release	After the application release is migrated to production, the application will be tested to ensure that the migrations were performed successfully. Specific tasks include: (a) define testing tasks in a deployment checklist, (b) regression test scenarios using test scripts, (c) regression test SIRs that were identified during IV&V test, and SAT, (d) capture test problems, (e) resolve test problems, (f) repeat test procedures.
3	1.6.2	Release 2	Increment 2B Release 2 - Test
4	1.6.2.1	RFID Exit (Release 2)	The following tasks comprise the work to be performed for RFID Exit (Release 2): Create Test Plan Conduct Test Readiness Review Conduct Capability Verification Interoperability Testing

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.2.1.1	Interoperability Testing	This task brings together the RFID Enrollment (Release 2) and the impacted legacy systems (ADIS, IDENT, and IBIS) in a test environment to verify that these components function together as designed. Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) coordinate tests with third party vendor for joint execution, (g) execute tests (perform actual interfaces where possible, perform simulated interfaces), (h) identify problems and capture using the defined processes defined by the Alliance Program Office, (i) prioritize, assign and communicate issues, (j) re-test problems that have been fixed, (k) conduct capability verification.
4	1.6.2.2	Integrated Traveler Folder (Release 2)	The following tasks comprise the work to be performed for RFID Enrollment (Release 2): Create Test Plan Conduct Test Readiness Review Conduct Capability Verification Interoperability Testing Independent Testing (IV&V) Customer/System Acceptance Testing Final Preparation for Release
5	1.6.2.2.1	Conduct Test Readiness Review	This task refers to the activities involved to ensure the interoperability, Independent and SAT test readiness of the Integrated Traveler Folder (Release 2). Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) execute tests (g) identify problems and capture using the defined processes defined by the Alliance Program Office, (h) prioritize, assign and communicate issues, (i) re-test problems that have been fixed.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.2.2.2	Interoperability Testing	This task brings together the Integrated Traveler Folder (Release 2) and the impacted legacy systems (ADIS, IDENT, and IBIS) in a test environment to verify that these components function together as designed. Specific tasks include: (a) define operational scenarios, (b) create test conditions referencing the functional requirements, performance requirements and defined operational scenarios, (c) define test cycles, (d) create test scripts, (e) conduct test readiness review (f) coordinate tests with third party vendor for joint execution, (g) execute tests (perform actual interfaces where possible, perform simulated interfaces), (h) identify problems and capture using the defined processes defined by the Alliance Program Office, (i) prioritize, assign and communicate issues, (j) re-test problems that have been fixed, (k) conduct capability verification.
5	1.6.2.2.3	Independent Testing (IV & V)	This task comprises the oversight activities of the third party independent contractor for Independent Testing (IV&V) of the Integrated Traveler Folder (Release 2). Specific tasks include: (a) communicate and manage IV&V Work Plan, (b) review test scripts, (c) coordinate tasks, (d) review test output, (e) take appropriate actions to resolve problems and/or issues.
5	1.6.2.2.4	Customer/ System Acceptance Testing	This task refers to the activities required for the execution of the Customer/System Acceptance Test (SAT). A SAT environment is set up to closely mimic the production environment and includes interfaces with the test environment of the legacy systems IDENT, IBIS, and ADIS. The Increment 2B solution components are integrated into the SAT environment including the Increment 1 system for land POEs, RFID Entry/Exit system and the Portal. The SAT is conducted with the participation and observation of DHS. Specific tasks include: (a) prepare and coordinate a SAT Plan and Execution document, (b) deliver SAT Plan and Execution document to DHS, CSC, and legacy contractors, (c) coordinate SAT with DHS, CSC, and legacy contractors for joint execution, (d) conduct usability testing with the key US-VISIT Program and POE stakeholders, (e) conduct SAT with the key US-VISIT Program and POE stakeholders, (f) capture test problems, (g) resolve test problems, (h) repeat test procedures, (i) prepare SAT report, (j) present SAT Report to key US-VISIT Program stakeholders for approval.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.6.2.2.5	Final Preparation for Release	After the application release is migrated to production, the application will be tested to ensure that the migrations were performed successfully. Specific tasks include: (a) define testing tasks in a deployment checklist, (b) regression test scenarios using test scripts, (c) regression test SIRs that were identified during IV&V test, and SAT, (d) capture test problems, (e) resolve test problems, (f) repeat test procedures.
2	1.7	Subtask 7: Implementation	Subtask 7 includes the planning, mobilization, and execution activities of the Increment 2B implementation.
3	1.7.1	Plan	This task includes the development of implementation plans, namely the Installation Rollout Plan.
4	1.7.1.1	Develop Installation Rollout Plan	This task details information regarding the development of the Installation Rollout Plan and the associated implementation templates and documents.
5	1.7.1.1.1	Develop Installation Rollout Plan	Installation Rollout Plan (Deployment) This task includes the creation of Increment 2B Installation Rollout Plan. The plan will detail the activities to be performed by the deployment team to activate the US-VISIT capability at a POE. The plan will provide a detailed, repeatable process for executing the Increment 2B implementation effort. The plan will breakout the specific deployment activities to include execution processes and support documentation. The following information will be included in the document: <ul style="list-style-type: none">- Schedule of site installations- Site Survey activities- Team organization and responsibilities- Site Cutover/Transition Plan overview- Site Preparation Requirements and Installation/Checkout Plan overview- Site Implementation Agreement (SIA) meetings overview- Site preparation procedures (including data preparation and conversion activities)- On-site support guidelines- Site transition guidelines

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>Define Implementation Requirements</p> <ul style="list-style-type: none"> - The Develop Installation Rollout Plan activity also includes establishing the framework and defining the requirements for the Implementation/Deployment process. - This includes describing the roles and responsibilities of the Deployment Leads and Specialists, as well as the deployment mobilization (continuous improvement) resources. - This task includes identifying and defining technical, infrastructure and system deployment requirements. - Includes deployment preparation, mobilization and execution requirements - Includes determining the differences between Increment 1 and Increment 2B deployment requirements - Includes defining deployment team requirements, including team size, skill sets, source, etc. - This task includes identifying the requirements for the processes, procedures, policies, manuals, and tools (e.g. support materials) that will be required to facilitate the preparation, mobilization and execution of deployment efforts. <p>Develop Implementation Schedule</p> <ul style="list-style-type: none"> - This task includes detailing all transition/implementation activities to be performed - This task includes describing the period of performance by task; detailing resources required by task; and showing activity dependencies - This tasks involves including both the Increment 2B Release 1 and Increment 2B Release 2 activities. - This task involves defining the schedule at the individual POE level, as well as identifying relevant POE information. - This task includes listing all assumptions that support the development and execution schedule. - This task involves ensuring that the schedule takes into consideration the coordination activities and dependencies associated with other program initiatives that may impact the deployment effort, as well as documenting any activities that are a risk to the schedule.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			This task also includes obtaining SME and customer input, agreement and signoff on the installation rollout plan and corresponding activities (e.g. requirements gathering and analysis and schedule development). This task entails ensuring that quality assurance is built into the installation process.
3	1.7.2	Mobilize	<p>This task involves mobilizing & training deployment resources and executing dry-run for deployment installation and activation, including:</p> <p>Mobilize</p> <ul style="list-style-type: none">-developing Deployment Training requirements-determining the specific deployment team members, including sub-contractor arrangements-developing course curriculum, materials, and schedule-conducting a resource orientation-conducting resource training in necessary skills for Raytheon/Accenture Field Service Team participants-security certification activities for new team members-allocating the technical resources that have been identified as necessary to allow new team members to execute their functions (e.g. cell phone, database access, pager, laptop, etc) <p>Executing Dry Run</p> <ul style="list-style-type: none">-performing site activation procedures and rigorous end-to-end integration testing on physical setup and configuration of a near-production environment, including hardware and software installations
4	1.7.2.1	Mobilize and Train Deployment Resources	This task involves mobilizing materials, specifying deployment members, conducting orientation and training, and security certification activities for members, as needed.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.7.2.1.1	Mobilize and Train Deployment Resources	This task involves mobilizing and training tasks such as: -developing Deployment Training requirements -determining the specific deployment team members, including sub-contractor arrangements -developing course curriculum, materials, and schedule -conducting resource orientation -conducting resource training in necessary skills for Field Service Team participants -security certification activities for new team members -allocating the technical resources that have been identified as necessary to allow new team members to execute their functions (e.g. cell phone, database access, pager, laptop, etc)
4	1.7.2.2	Execute Deployment Installation and Activation Dry-Run	This task involves performing site activation procedures and rigorous end-to-end integration testing.
5	1.7.2.2.1	Execute Deployment Installation and Activation Dry-Run	This task involves executing deployment installation and activation dry-run activities such as: -performing site activation procedures and rigorous end-to-end integration testing on physical setup and configuration of a near-production environment, including hardware and software installations
3	1.7.3	Execute Dec 2004 Release	This task relates to performing the Execution of the December 2004 Release.
4	1.7.3.1	Site 1 thru 51	This task includes all Site Survey, Preparation, and Activation activities relating to the implementation of Increment 2B at Sites 1 through 51.
5	1.7.3.1.1	Site Survey	This task describes Site Survey information, including performing the site survey, populating the Site Survey summary, performing the Site Security Assessment, and completing the Site Security Assessment summary.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
6	1.7.3.1.1.1	Perform Site Survey and Site Survey Report (SSR)	The purpose of the site survey is to acquire engineering data, operational criteria, and planning information for DHS to support deployment of US-VISIT. The Site Survey contains a checklist of data that must be gathered to ensure the POE is compliant and ready for installation and will validate the readiness of each POE to implement the capability for the solution increment. A site environment assessment will also be performed during the site survey task, which evaluates the potential adverse effects that human activities have on POEs. The survey summary contains the checklists and a description of any unique considerations and installation recommendations not captured by the checklists, to the deployment team, including POE's attributes, hardware specifications, peak hours of operation, physical environment and evaluation of performance locations for receiving hardware/software and facility/infrastructure impacts. The survey summary forms the basis of the SIA meeting in which the installation approach, site preparation requirements and final configuration are agreed upon.
6	1.7.3.1.1.2	Complete Site Security Assessment (SSA) and SSA Report	This task provides an analysis of the security setup at each POE, including a systems and facilities assessment of the total POE environment. Review all IT security processes and documentation in the following areas: physical security, emergency planning, incident management, contract management, and information protection.
5	1.7.3.1.2	Site Preparation	This task describes Site Preparation activities, including conducting Site Implementation Agreement (SIA) Meetings, developing Site Preparation Requirements and Installation/Checkout Plan (SPRIP), and developing Site-Specific Cutover/Transition Plans.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
	1.7.3.1.2.1	Conduct Site Implementation Agreement (SIA) Meetings	The purpose of Site Implementation Agreement (SIA) meeting is to communicate the outcome of the site survey, discuss the work order, exchange feedback, discuss the specific issues in each POE, and identify new risks as well as discussing the schedule and activities for site build-out (if required), hardware installation, activation, site support and transition. The SIA forms the basis in which the installation approach, site preparation requirements and final configuration (SPRIP) is agreed upon. The SIA delineates government and contractor responsibilities related to the POE. The SIA establishes installation locations and standard operating procedures.
	1.7.3.1.2.2	Develop Site Preparation Requirements and Installation / Checkout Plan (SPRIP)	The SPRIP is the contractor's installation approach, site preparation requirements and final configuration for each POE that was agreed upon at the SIA. The site activation team performs the installation, integration and test of individual screening locations per the instructions in the SPRIP. A final inventory checkout form of deliverable items in which the model number, serial or license number and test results of all delivered hardware is recorded.
	1.7.3.1.2.3	Develop Site-Specific Cutover / Transition Plans	Site Cutover/Transition Plans are created for each site to facilitate the cutover from the existing systems, equipment, software and operations to the Increment 2B system.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.7.3.1.3	Site Activation	<p>Execute the preparation and activation tasks necessary to activate the Increment 2B capability at each of the 51 identified land POEs. Monthly Installation Checkpoint Reports will be created. This report:</p> <ul style="list-style-type: none"> - Covers a subset of the POE sites, which have had physical deployment activities in progress during the given time period - Includes the following: <ul style="list-style-type: none"> - Status of Implementation of facilities and infrastructure changes - Status of installation and configuration of the necessary hardware and software prior to activation - Validate the installation and configuration for completeness, as well as to confirm that the existing infrastructure was not adversely impacted. - Status of installation of the solution as well as associated peripheral equipment - Documentation of issues encountered and how they are being addressed
	1.7.3.1.3.1	Conduct Site Preparation, Installation and Checkout	<p>Implement the required facilities and infrastructure changes required at all Increment 2B POEs as well as install and configure the necessary hardware and software at each site prior to activation. Certify and validate the installation and configuration for completeness, as well as to ensure that the existing infrastructure was not adversely impacted. Install the solution as well as associated peripheral equipment; document and address issues encountered.</p>
	1.7.3.1.3.2	Provide Site Support	<p>Conduct site transition activities to prepare site and IT support personnel to utilize, maintain and support the system. Provide on-site support at each identified POE until the site transition to the new capability has been completed during initial operations.</p>
	1.7.3.1.3.3	Facilitate Site Acceptance Test	<p>To ensure that the site activation was completed successfully in accordance with the SPRIPS and procedures. Facilitate a formal Site Acceptance Test to demonstrate to the Customer's Quality Assurance Representative that the site activation was completed successfully, sign-off transfers the deliverable to the client.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.7.3.2	Support Deployment Continuous Improvement	This task includes the execution of deployment continuous improvement efforts.
5	1.7.3.2.1	Deployment Mobilization Support	This task includes updating deployment related materials including the Implementation Rollout Plan as well as the templates utilized by the Field Service Team (such as the Site Survey, SPRIP, etc). This task also includes supporting the Implementation Team throughout the implementation process to clarify ambiguities with processes and procedures. During execution, the Mobilization Support Team will document lessons learned, as well as provide support for continuous improvement activities and revise the deployment support materials to incorporate lessons learned/execution enhancements and changes.
2	1.8	Subtask 8: Hardware, Software, and Services	Subtask 8 includes equipment procurement, warehousing, distribution, support, and deployment activities.
3	1.8.1	Procure, Warehouse, and Distribute Increment 1 Equipment	This task includes the procurement, warehousing, and distribution of Increment 1 equipment.
4	1.8.1.1	Procure, Warehouse, and Distribute Increment 1 Equipment	This task includes more specific information regarding the procurement, warehousing, and distribution of Increment 1 equipment.
5	1.8.1.1.1	Procure, Warehouse, and Distribute Increment 1 Equipment	This task will determine hardware vendors and procure the peripheral equipment that will be shipped out to the POE's. In addition we will need to facilitate the contractual process with vendors, inventory the equipment, create the kits, then store/ship/track the kits until their delivery to the POEs
3	1.8.2	Provide Remote Support for Equipment	This task includes the provision of remote support for equipment.
4	1.8.2.1	Provide Remote Support for Equipment	This task includes more specific information relating to the provision of remote support for equipment.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.8.2.1.1	Provide Remote Support for Equipment	This task includes the support of the equipment deployed. The tracking of problem tickets, resolution of problems , storage of spares, distribution of spares and reporting of ongoing status will be done.
3	1.8.3	Deploy Increment 2B Core Data Center Equipment	This task includes the activities required to deploy Increment 2B core data center equipment, including the determination of vendors, the facilitation of contractual procurement processes, the procurement of equipment, and the installation of equipment.
4	1.8.3.1	Determine Vendors	Identify the infrastructure and vendors required to develop, test, implement, and deploy the Increment 2B solution
4	1.8.3.2	Facilitate Contractual Procurement Processes	Reach contractual agreements with vendors to purchase hardware, software and materials needed for Increment 2B
4	1.8.3.3	Procure Equipment	Purchase hardware, software and materials needed for Increment 2B. Complete purchase orders and ensure delivery
4	1.8.3.4	Install Equipment	This task involves setup/install of computer equipment at the primary data center as well as the backup data center. Computer servers, disk drives, peripherals and connectivity items will be setup/installed.
2	1.9	Subtask 9: Training	Subtask 9 includes the training activities for Release 1 and 2. The training program prepares DHS personnel for the complete transition to operations by 11/19/2004 and it also: <ul style="list-style-type: none"> • Accommodates 120 Train-the-Trainer students 1-2 months ahead of deployment • Delivers DHS a ready-to-use curriculum for training • Prepares O&M support organizations prior to hardware deployment.
3	1.9.1	Train-the-Trainer (Release 1)	Subtask 9 includes the training activities for Release 1 and 2. The training program prepares DHS personnel for the complete transition to operations by 11/19/2004 and it also: <ul style="list-style-type: none"> • Accommodates approximately 120 Train-the-Trainer students 1-2 months ahead of deployment • Delivers DHS a ready-to-use curriculum and end-user training • Prepares O&M support organizations prior to deployment.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.9.1.1	Requirements & Design	The following tasks comprise the work to be performed within this WBS element regarding Train-the-Trainer planning and design: a) determine training strategy, requirements, and design, and b) incorporate Increment 1 training materials into new training course being developed.
5	1.9.1.1.1	Determine Training Requirements and Design	This activity determines requirements and design of the Train-the-Trainer (Release 1) program. Specific tasks include: a) develop overall project training strategy and delivery plan, b) identify, confirm, and prioritize training requirements, and c) develop templates for the training plan, tasks and skills analysis, and training curriculum.
5	1.9.1.1.2	Incorporate Increment 1 Materials	This activity incorporates Increment 1 training materials into the Train-the-Trainer course and requires that we a) review materials, b) revise to reflect new functionality as required, and c) enter information into ACN templates.
4	1.9.1.2	Develop	This activity details the development of Train-the-Trainer materials for Release 1.
5	1.9.1.2.1	Develop End-User Training Materials	This activity involves development of Train-the-Trainer program materials, including: a) finalized Training Plan, Task and Skills Analysis, and Training Curriculum, b) Train-the-Trainer Instructor Guide, c) End-User Training Materials, d) Training Video, and e) Job Aids. During this task, training sessions, trainers, and facilities are scheduled. The Train-the-Trainer program is comprised of traditional paper-based instructor-led training supplemented with a video demonstration.
4	1.9.1.3	Training Dry-Run	This task consists of a test run-through Train-the-Trainer session. Participation of project OCM SMEs as students enhances the transition of end-user training to the POEs and provides us with an accurate checkpoint to make sure training materials and curriculum are working together to convey key information.
5	1.9.1.3.1	Test-Run and SME Review	This activity involves conducting an end-to-end run-through of Train-the-Trainer training course which includes review of the training video, trainer guide, end-user training materials, and job aids. Client SMEs review training materials. Once complete, materials are finalized.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.9.1.4	Deploy	This task involves the deployment of the Train-the-Trainer sessions.
5	1.9.1.4.1	Conduct Train-the-Trainer Training Sessions	This activity involves conducting Train-the-Trainer sessions for approximately 120 trainees in 3 different regions over the course of one month. Each class lasts approximately one and a half (1.5) to two (2) days, and includes in-depth review of end-user training content as well as training facilitation techniques. See the WBS 1.10.2.1.1 section for more information regarding the training transition team that is in place from August through December 2004 to provide Trainer end-user training support.
3	1.9.2	Train-the-Trainer (Release 2)	Increment 2B Release 2 - Train-the-Trainer
4	1.9.2.1	Update	This task is comprised of updating the training materials to reflect Release 2 RFID Exit functionality.
5	1.9.2.1.1	Update End-User Training Materials	This activity updates training materials to incorporate Release 2 RFID Exit functionality. This requires that we modify the training plan, task and skills analysis, training curriculum, as well as update end-user and train-the-trainer training materials. See the WBS 1.10.4.1.1 section for more information regarding the training transition team that is in place from November 2004 until June 2005 to provide Release 2 training support.
3	1.9.3	System Training (Release 1)	Increment 2B Release 1 - System Training
4	1.9.3.1	Requirements & Design	The following tasks comprise the work to be performed within this WBS element regarding System Training: a) determine training requirements and design, and b) incorporate Increment 1 training materials into new training course being developed.
5	1.9.3.1.1	Determine Training Requirements and Design	This activity determines requirements and design of the System Training (Release 1) program. Specific tasks include: a) identify, confirm, and prioritize training requirements, b) develop Training Plan, c) conduct Task and Skills Analysis, d) design Training Curriculum, and e) schedule training sessions, facilities, and trainers.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.9.3.1.2	Incorporate Increment 1 Materials	This activity incorporates Increment 1 training materials into the System Training course and requires that we a) review materials, b) revise to reflect new functionality as required, and c) enter information into ACN templates.
4	1.9.3.2	Develop	This activity details the development of System Training materials for Release 1.
5	1.9.3.2.1	Develop System Training Materials	This activity involves development of System Training program materials, including: a) System Training Materials, and b) Job Aids. The System Training program is a mix of paper-based instructor-led training combined with practical demonstrations and exercises.
4	1.9.3.3	Deploy	This task involves the deployment of System Level Training sessions.
5	1.9.3.3.1	Conduct System Training Sessions	This activity involves conducting System Training sessions for approximately 60 trainees in 3 different regions over the course of one month. Each class lasts approximately one day, and includes content instruction, as practical demonstrations and hands-on exercises. See the WBS 1.10.2.1.1 section for more information regarding the training transition team that is in place from August through December 2004 to provide support for trainees.
3	1.9.4	System Training (Release 2)	Increment 2B Release 2 - System Training
4	1.9.4.1	Update	This task is comprised of updating the training materials to reflect Release 2 RFID Exit functionality.
5	1.9.4.1.1	Update System Training Materials	This activity updates System Training materials to reflect Release 2 RFID Exit functionality. This requires that we modify the training strategy and delivery plan, task and skills analysis, training curriculum, as well as update System Training materials. See the WBS 1.10.4.1.1 section for more information regarding the training transition team that is in place from November 2004 until June 2005 to provide Release 2 training support.
2	1.10	Subtask 10: Transition to Operations	Subtask 10 includes the activities required for the transition to Operations.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
3	1.10.1	Define Transition to Operations Plan (Release 1)	<p>Increment 2B Release 1 - Define Transition to Operation Plan</p> <p>The Transition to Operations Plan is developed around the POE business objectives for primary and secondary inspection. It prepares each POE and data center for business and systems transition to Increment 2B processes and technology that are compliant with the applicable RFP requirements and includes coordination of facility preparations with the US-VISIT Facilities Program. This task also includes developing and conducting orientation for Central Support team members who will support the deployment effort.</p>
4	1.10.1.1	Plan Business Transition	Plan Business Transition (Release 1) to include information on the following: Program Business Transition and Cross-Program Coordination.
5	1.10.1.1.1	Program Business Transition	<p>This activity incorporates the business transition planning activities for:</p> <ul style="list-style-type: none"> • Organizational Change Management • Logistics/Central Support • Transition Management Plan Development <p>Outreach and communication plan activities include:</p> <ul style="list-style-type: none"> • Identify potential internal and external stakeholder groups for the Increment 2B US-VISIT implementation. • Identify requirements for stakeholder management activities for Increment 2B. • Develop a Stakeholder Management Plan for Increment 2B that would ensure that stakeholder groups are involved throughout the project lifecycle. The plan will take into account stakeholder goals, expectations, risks and constraints.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>Development of Implementation Plan - Release 1 includes:</p> <ul style="list-style-type: none">• This document represents a high-level description of all of the activities involved in the Increment 2B Release 1 transition effort.• Document overall Increment 2B transition requirements and assumptions.• Document POE requirements for deployment readiness• Design the high-level approach which will help all the Increment 2B transition teams (i.e., deployment, central support, etc.) facilitate the overall management of the Increment 2B transition effort (i.e., coordinating, monitoring and supporting the deployment activities). This includes identifying the processes, procedures, policies, manuals, and tools (e.g., support materials) that are required to facilitate the preparation, mobilization and execution of deployment efforts.• Create a verification plan for deployment success and develop the communications and stakeholder management approach.• Define the high-level approach for managing supply chain activities; procurement activities; storage and staging activities; configuration management activities. This approach includes identifying the staffing needs for each team, as well as the approach to developing and conducting site surveys, pilot tests, site cutovers, site installations/activations, site implementation agreements, site support, and site transition.• Create area transition plans with details on management activities for each deployment region (includes deployment schedules, readiness assessment processes, cross-program coordination processes, transition preparation processes)



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.10.1.1.2	Cross-Program Coordination	<p>Release 1 - As part of the Increment 2B transition, we establish cross-program coordination with DHS, other agencies, and other contractors.</p> <p>Various DHS and associated agency initiatives may be impacted by the US-VISIT Increment 2B implementation. The following tasks will take place in this activity to plan for the identification, concerns management, and promotion of US-VISIT buy-in from impacted agencies and initiatives for Release 1: a) identify initiatives and the corresponding agencies that may be impacted by US-VISIT Increment 2B; b) develop impact assessment procedures for affected initiatives and a template to document impacts; and c) develop a cross-coordination plan for both internal and external agencies and initiatives impacted. The plan will include approaches to identifying agency/initiative impacts, maintain cross-program communication, and address coordination concerns to implement US-VISIT requirements.</p>
4	1.10.1.2	Plan System Transition	<p>Plan System Transition (Release 1) to include information on the following:</p> <ul style="list-style-type: none"> • Manage Transition with DHS IT Management • Define Operational Requirements • Develop Systems Operational Transition Plan • Define Operational Architecture <p>Plan Transition Requirements and Operational Architecture by researching the following:</p> <ul style="list-style-type: none"> • site surveys • site implementation agreement meetings • approved Site Preparation Requirements and Installation/checkout Plans (SPRIP)
5	1.10.1.2.1	Manage Transition with DHS IT Management	<p>This activity requires solid DHS Agency coordination and a dependable support vendor/contractor liaison to ensure that all system components are transitioned to Government operations quickly and accurately. The Transition to Operations Plan coordinates the training with other program tasks such that the training delivery schedule: (a) supports the DHS delivery of user training and (b) prepares maintenance organizations to assume maintenance responsibilities in time for site activation.</p>



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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.10.1.2.2	Define Operational Requirements	The Operational Requirements document includes: <ul style="list-style-type: none"> • Review of Operational Capabilities, Process, and Existing Tools • Define Operations requirements • Interviews with Key Operational Personnel • Definition of 2B Operational Targets
5	1.10.1.2.3	Develop Systems Operational Transition Plan	Create Systems Operations Approach and detail transition plan for supporting US VISIT computing components. The plan requires that the initial build of hardware and software is integrated, tested, and approved per the approved SEMP and Test Plans. System Performance and Workload Testing also occur prior to production deployment.
5	1.10.1.2.4	Define Operational Architecture	Plan Transition Requirements and Operational Architecture by researching the following: <ul style="list-style-type: none"> • site surveys • site implementation agreement meetings • approved Site Preparation Requirements and Installation/checkout Plans (SPRIP) <p>Define Operational Architecture Modifications/Enhancement for the Government to support and operate 2B. Verify that the following Technology Transition Checklist sections have been addressed within the Operational Architecture:</p> <ul style="list-style-type: none"> • Requirements Successfully Signed off • Operational Process In place • Hardware and Software Installed • System Owners/O&M Contractors Ready • Tools Configured

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.10.1.3	Develop Transition to Operations Plan	<p>The Transition to Operations Plan for Release 1 will be a compilation of the Business Operations Transition Plan and the Systems Operations Transition Plan. It will detail the transition activities and include an associated schedule, from both a business and a systems perspective, that is required to be performed for Increment 2B implementation.</p> <p>The Transition to Operations Plan will ensure that:</p> <ul style="list-style-type: none"> • All new/updated business processes are finalized and approved • Acceptance testing has been successfully completed • All necessary system and operational training has been completed • All hardware and software has been installed at the highest volume land POEs • All system owners, and their associated O&M contractors, are prepared to begin maintaining the new/updated systems
4	1.10.1.4	Mobilize Transition Resources	<p>Develop and conduct project orientation for Central Support Team Members including:</p> <ul style="list-style-type: none"> • Program Coordination • Mobilization • Central Support <p>Create project orientation for Central Support Team members by compiling existing project materials (e.g., binders, videos, high-level system functionality documents, etc.) and conduct project orientation for Central Support Team members.</p>
5	1.10.1.4.1	Central Support Team Orientation	<p>Create project orientation for Central Support Team members by compiling existing project materials (e.g., binders, videos, high-level system functionality documents, etc.) and conduct project orientation for Central Support Team members.</p>
3	1.10.2	Execute Transition to Operations (Release 1)	<p>Execute Release 1 transition to operations activities as defined by the Transition to Operations Plan - Release 1</p>
4	1.10.2.1	Business Transition	<p>Execute Business Transition (Release 1). General activities include the following: (a) Program Business Transition and (b) Cross-program Coordination.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.10.2.1.1	Program Business Transition	<p>This activity includes execution of Transition to Operations activities in the following areas:</p> <ul style="list-style-type: none"> • Organizational Change Management • Logistics/Central Support • Implementation Coordination • Training Transition • Business Process Reengineering <p>Outreach and communication activities for Increment 2B:</p> <ul style="list-style-type: none"> • Validate Stakeholder Management Plan and revise as necessary. • Execute Stakeholder Management Plan. Primary goals are to reach out to identified stakeholder groups to promote awareness and facilitate buy-in of the US-VISIT program while managing stakeholder goals, expectations, risks and constraints. Maintain regular communication with stakeholder groups throughout the project lifecycle. • Gather and evaluate feedback on stakeholder management activities and communications. Assess communication effectiveness and determine need for additional communication. • Generate regular status reports on stakeholder management progress. <p>Communications and Outreach Management Activities for Increment 2B:</p> <ul style="list-style-type: none"> • Validate internal and external communications and outreach plans. Revise as necessary. • Execute communication plans. Primary goals are to reach out to identified internal and external target audiences to promote awareness of the purpose and deployment of the US-VISIT program. • Gather and evaluate feedback on communications. Assess communication effectiveness and determine need for additional communication. • Generate regular status reports on communications and outreach management progress. <p>Activities for supporting deployment preparation and execution efforts (Logistics/Central Support) for Increment 2B include:</p> <ul style="list-style-type: none"> • Issue and risk identification and management • Implementation status monitoring and reporting • Deployment materials creation and distribution • Software distribution • Transition schedule management

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>Activities for Implementation Coordination include:</p> <ul style="list-style-type: none">• Providing business transition support during deployment. Resources will be assigned to support specific deployment areas to facilitate deployment efforts and address concerns raised by site administration, stakeholders, users, etc.• Logging risks or issues and reporting back to central support team• Generating regular implementation status reports• Managing overall transition effort in the deployment region• Facilitating local stakeholder meetings• Managing regional transition schedule and adjusting, as required• Generating Transition to Operations reports. Reports will be created monthly throughout the deployment time period and will contain SPRIPS, Installation/Checkout Plans, Cutover Plans, Site Activation Status, and Site Support Status for activities completed during the monthly cycle in which the report is produced.• Updating the Implementation Plan for Release 2 activities at the end of Release 1 execution <p>The Training Transition Team is to assist in the transition of training functions for Train-the-Trainer (Release 1) Training and System (Release 1) Training. Members of the team will have the following tasks: (a) collect feedback, evaluate, and report on training, (b) update and deploy job aids, (c) provide content and logistical support to trainers, (d) manage and incorporate content changes, and (e) provide on-site support, as needed.</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.10.2.1.2	Cross-Program Coordination	<p>Release 1 - As part of the Increment 2B transition, we establish cross-program coordination with DHS, other agencies, and other contractors.</p> <p>Execution of the Cross-Program Coordination Plan for Increment 2B Release 1 will include the following tasks to identify, manage concerns, and promote US-VISIT buy-in from impacted agencies, bureaus, and initiatives: (a) validate initiatives and the corresponding agencies that will be impacted by US-VISIT, (b) organize working sessions with relevant program managers to develop a mutual understanding of the capability, process and schedule for the deployment effort, and to identify specific coordination concerns that will need to be addressed, (c) Perform and document impact assessments for each affected initiative to determine and re-assess impacts throughout the duration of the US-VISIT development and implementation effort, (d) schedule meetings and/or conference calls when necessary to exchange status and to identify ongoing coordination concerns to be addressed, and</p> <p>(e) generate regular status reports on cross-program coordination progress and activities.</p>
4	1.10.2.2	System Transition	<p>Transition Requirements and Operational Architecture to DHS representatives for future maintenance and include the following:</p> <ul style="list-style-type: none"> • Integrate and Coordinate Schedule Activities • Transition Systems Asset Management <p>At each site, the approved hardware and software is installed per the SPRIP, and tested and accepted per the site certification procedures documented in the Rollout Plan. Installation is complete and accepted when the certification procedure is executed successfully at a site and logistic support is in place. Logistic support includes maintenance contracts, system administration and on-call technical support.</p>
5	1.10.2.2.1	Integrate and Coordinate Schedule Activities	<p>This activity details overall operational integration and activity coordination (i.e., scheduling, management, etc.). Areas to be included are as follows:</p> <ul style="list-style-type: none"> • Field Systems to Operations facilitation • Data Center Systems to Operations facilitation • Field Operational Processes facilitation

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.10.2.2.2	Systems Asset Management Transition	Perform the following tasks during the Systems Asset Management Transition: (a) outline transition approach of computing component supply chain process to US-VISIT and (b) outline operational capabilities for ongoing asset management.
3	1.10.3	Define Transition to Operations Plan (Release 2)	Increment 2B Release 2 - Define Transition to Operation Plan
4	1.10.3.1	Plan Business Transition	Plan Business Transition (Release 2) includes information on the following efforts: <ul style="list-style-type: none">• Program Business Transition• Cross-Program Coordination.
5	1.10.3.1.1	Program Business Transition	Make applicable updates to the following sections of the Transition to Operations Plan for release 1 and create corresponding documents specific to Release 2 transition efforts: <ul style="list-style-type: none">• Transition Management Plan
5	1.10.3.1.2	Cross-Program Coordination	Release 2 - Various DHS and associated agency initiatives may be impacted by the US-VISIT Increment 2B implementation. The following tasks will take place to plan for the identification, concerns management, and promotion of US-VISIT buy-in from impacted agencies and initiatives: (a) identify initiatives and the corresponding agencies that may be impacted by US-VISIT Increment 2B, (b) develop impact assessment procedures for affected initiatives and a template to document impacts, and (c) develop a cross-coordination plan for both internal and external agencies and initiatives impacted. The plan will include approaches to identifying agency/initiative impacts, maintain cross-program communication, and address coordination concerns to implement US-VISIT requirements.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.10.3.2	Plan System Transition	<p>Plan System Transition (Release 1) to include information on the following:</p> <ul style="list-style-type: none"> • Manage Transition with DHS IT Management • Define Operational Requirements • Develop Systems Operational Transition Plan • Define Operational Architecture <p>Plan Transition Requirements and Operational Architecture by researched results regarding:</p> <ul style="list-style-type: none"> • site surveys • site implementation agreement meetings • approved Site Preparation Requirements and Installation/checkout Plans (SPRIP)
5	1.10.3.2.1	Manage Transition with DHS IT Management	<p>This activity requires solid DHS Agency coordination and a dependable support vendor/contractor liaison to ensure that all 2B Release 2 (RFID exit) system components are transitioned to Government operations quickly and accurately. The Transition to Operations Plan coordinates the training with other program tasks so that the training delivery schedule supports the DHS delivery of user training and prepares maintenance organizations to assume maintenance responsibilities in time for site activation.</p>
5	1.10.3.2.2	Define Operational Requirements	<p>Update the 2B Release 2 Operational Requirements document and include the following sections:</p> <ul style="list-style-type: none"> • Review of Operational Capabilities, Process, and Existing Tools • Interviews with Key Operational Personnel • 2B Operational Target Definitions
5	1.10.3.2.3	Develop Systems Operational Transition Plan	<p>Create Systems Operations Approach and detail transition plan for supporting US-VISIT computing components. The plan requires that the initial build of hardware and software is integrated, tested, and approved per the approved SEMP and Test Plans. System Performance and Workload Testing also occur prior to production deployment.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.10.3.2.4	Define Operational Architecture	<p>Define Operational Architecture Modifications/Enhancement for the Government to support and operate 2B Release 2. Verify that the following Technology Transition Checklist sections have been addressed within the Operational Architecture:</p> <ul style="list-style-type: none"> • Acceptance Testing Successfully Completed • Hardware and Software Installed • System Owners/O&M Contractors Ready • On-call Technical Support
4	1.10.3.3	Develop Transition to Operations Plan	<p>The Transition to Operations Plan for Release 2 will detail the transition activities and include an associated schedule, from both a business and a systems perspective, that is required to be performed for Increment 2B Release 2 implementation. Review the Transition to Operations Plan for Release 2 and create a corresponding plan for Release 2 that would include the schedule and planning efforts specific to Release 2 implementation.</p> <p>The Transition to Operations Plan Release 2B.2 will ensure that:</p> <ul style="list-style-type: none"> • All new/updated business processes are finalized and approved • Acceptance testing has been successfully completed • All necessary system and operational training has been completed • All hardware and software has been installed at the highest volume land POEs • All system owners, and their associated O&M contractors, are prepared to begin maintaining the new/updated systems
4	1.10.3.4	Mobilize Transition Resources	<p>Develop and conduct project orientation for Central Support Team Members including a.) Program Coordination, b.) Mobilization, and c.) Central Support. Create project orientation for Central Support Team members by compiling existing project materials (e.g., binders, videos, high-level system functionality documents, etc.).</p>
3	1.10.4	Execute Transition to Operations (Release 2)	<p>Execute Release 2 transition to operations activities as defined by the Transition to Operations Plan - Release 2</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.10.4.1	Business Transition	Execute business transition activities for Release 2
5	1.10.4.1.1	Program Business Transition	<p>This activity includes execution of Transition to Operations activities in the following areas:</p> <ul style="list-style-type: none"> • Organizational Change Management • Implementation Coordination • Training Transition <p>Outreach and communication plan activities:</p> <ul style="list-style-type: none"> • Validate Stakeholder Management Plan and revise as necessary. • Execute Stakeholder Management Plan for Release 2. Primary goals are to reach out to identified stakeholder groups to promote awareness and facilitate buy-in of the US-VISIT program while managing stakeholder goals, expectations, risks and constraints. Maintain regular communication with stakeholder groups throughout the project lifecycle. • Gather and evaluate feedback on stakeholder management activities and communications. Assess communication effectiveness and determine need for additional communication. • Generate regular status reports on stakeholder management progress. <p>Communications and Outreach Management Activities:</p> <ul style="list-style-type: none"> • Validate internal and external communications and outreach plans. Revise as necessary. • Execute communication plans for Release 2. Primary goals are to reach out to identified internal and external target audiences to promote awareness of the purpose and deployment of the US-VISIT program. • Gather and evaluate feedback on communications. Assess communication effectiveness and determine need for additional communication. • Generate regular status reports on communications and outreach management progress.



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
			<p>Implementation Coordination includes:</p> <ul style="list-style-type: none"> • Providing business transition support during deployment. Resources will be assigned to support specific deployment areas to facilitate deployment efforts and address concerns raised by site administration, stakeholders, users, etc. • Logging risks or issues and reporting back to central support team • Generating regular implementation status reports • Managing overall transition effort in the deployment region • Facilitating local stakeholder meetings • Managing regional transition schedule and adjusting as required • Generating Transition to Operations reports. Reports will be created monthly throughout the deployment time period and will contain SPRIPS, Installation/Checkout Plans, Cutover Plans, Site Activation Status, and Site Support Status for activities completed during the monthly cycle in which the report is produced. <p>The training transition team is to be in place from November 2004 until June 2005, to assist in Train-the-Trainer (Release 2) and System (Release 2) RFID Exit Training as described in the WBS 1.9.2.1.1 and 1.9.4.1.1 sections, respectively. As stated in WBS 1.10.2.1.1, which discusses Release 1, the focus of the training transition team will be approximately 80% focus on Train-the-Trainer training and 20% on System training. Members of the team will have the following tasks: (a) collect feedback, evaluate, and report on training, (b) update and deploy job aids, (c) provide content and logistical support to trainers, (d) manage and incorporate content changes, and (e) provide on-site support, as needed.</p>



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.10.4.1.2	Cross-Program Coordination	Execution of the Cross-Program Coordination Plan for Release 2. Execution will include the following tasks to identify, manage concerns, and promote US-VISIT buy-in from impacted agencies and initiatives: (a) validate initiatives and the corresponding agencies that will be impacted by US-VISIT Release 2, (b) organize working sessions with relevant program managers to develop a mutual understanding of the capability, process and schedule for the deployment effort, and to identify specific coordination concerns that will need to be addressed, (c) perform and document impact assessments for each affected initiative to determine and re-assess impacts throughout the duration of the US-VISIT development and implementation effort, (d) schedule meetings or conference calls when necessary to exchange status and to identify ongoing coordination concerns to be addressed, and (e) generate regular status reports on cross-program coordination progress.
4	1.10.4.2	System Transition	<p>Transition Requirements and Operational Architecture.</p> <p>At each site, the approved hardware and software is installed per the SPRIP, and tested and accepted per the site certification procedures documented in the Rollout Plan. Installation is complete and accepted when the certification procedure is executed successfully at a site and logistic support is in place. Logistic support includes maintenance contracts, system administration and on-call technical support.</p>
5	1.10.4.2.1	Integrate and Coordinate Schedule Activities	<p>Overall 2B Release 2 operational integration and coordinate of activities will be scheduled and managed. The RFID Exit computing systems included will be:</p> <ul style="list-style-type: none"> • Facilitate Data Center Systems to Operations • Facilitate Field Processes to Operations
2	1.11	Subtask 11: Systems and Infrastructure Operation and Support Services	Subtask 11 includes the systems and infrastructure operation and support services
3	1.11.1	Deployment Help Desk	Plan, set up, and operate the deployment help desk.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.11.1.1	Plan and Prepare Help Desk	<p>The tasks cited in this work effort relate to the preparation and setup of the Increment 2B deployment help desk. This activity involves the following:</p> <ul style="list-style-type: none"> - Identify, define and document requirements for the Increment 2B deployment help desk support. These requirements will include specifications for help desk location, infrastructure, resources and team organizational structure, support areas, and user base. - Define a Service Level Agreement (SLA) for the operation of the Increment 2B deployment help desk. The agreement should include hours of operation, types of calls/requests supported, issue categorization, and agreed turnaround times based on issue priority - Define Help Desk Operating Procedures for the Increment 2B deployment help desk. The Operating Procedures would encompass documentation on team organization, staffing, hours of operation, issue management process, management and cross-team escalation process, and emergency response procedures - Set up the infrastructure required for the Increment 2B deployment help desk. Setup tasks will include procurement of facilities and all necessary hardware, software, and peripherals, as well as setup and configuration of the help desk infrastructure. - Develop Raytheon Help Desk Training requirements, course curriculum, training manual, and job aids. Schedule and conduct training
4	1.11.1.2	Operate Help Desk	<p>This activity involves the following:</p> <ul style="list-style-type: none"> - Support the 24x7 deployment help desk for the Increment 2B effort. The help desk will provide on-call technical assistance for the POEs during installation and up to the point that the last activation is complete (operations and management transition to government complete). Support will begin with the start of the deployment effort. Help desk activities will include the management of day-to-day help desk operations (answering calls, investigating issues, logging issues and resolutions, maintaining Remedy, etc.) - Generate Monthly Systems/Infrastructure Support Services Reports throughout the deployment period. The reports will contain information concerning Help Desk call statistics

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
3	1.11.2	Logistical Support	This task manages the warranty and return of broken peripheral equipment that was shipped out to the POE's. In addition, we will need to facilitate the warranty process with 3 different vendors
2	1.12	Subtask 12: Facilities and Infrastructure	Subtask 12 includes the facilities and infrastructure requirements.
3	1.12.1	Release 1	Increment 2B Release 1 Define Facilities and Infrastructure Requirements
4	1.12.1.1	Identify and Document Equipment Location at POEs	Document quantities and location of equipment at port locations for Increment 2B of the US-VISIT Program
4	1.12.1.2	Identify and Document Facilities Modifications Required at POEs	Define changes to the business process post-implementation that will require facilities modification for Increment 2B of the US-VISIT Program
4	1.12.1.3	Identify and Document Central Data Centers	Identify any central data centers or other needs for Increment 2B of the US-VISIT Program
4	1.12.1.4	Communicate Critical Facilities Dependencies	Communicate critical facilities dependencies for Increment 2B of the US-VISIT Program
4	1.12.1.5	Integrate and Coordinate Schedule Activities	Integrate scheduling activities for Increment 2B of the US-VISIT Program
2	1.13	Subtask 13: Evaluation of Systems Performance	Subtask 13 includes the activities required for the systems performance evaluation.
3	1.13.1	Release 1 - Technical Performance Testing	Increment 2B Release 1 - Conduct Technical Performance Testing

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.13.1.1	Increment 1 Core Enhancement for Land	Prepare and Conduct Performance Test for Land
5	1.13.1.1.1	Prepare Systems Performance and Workload Test Plan and Execution Document	The Systems Performance and Workload Test Plan and Execution Document for Increment 1 Core Enhancement for Land refers to the demonstration of acceptable system performance through the use of the Government's current set of POE workload and processing models. Specific activities include: (a) review system performance requirements, (b) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (c) define operational scenarios, (d) create test conditions based on requirements for capacity, response time, reliability (maturity, fault tolerance, and recoverability), (e) define test cycles, (f) create test scripts, (g) configure performance testing tools to test both typical and extreme conditions (high volumes, maximum number of simultaneous users, queuing at the hardware resources – network, CPU, disk).
5	1.13.1.1.2	Conduct Systems Performance Workload Test	This element refers to the activities required to conduct the Systems Performance Workload Test for Increment 1 Core Enhancement for Land. Specific tasks include: (a) run tests using the performance testing tools, (b) determine bottlenecks and performance issues, (c) repeat tests with different configurations of the application software package in order to determine which combination of parameters provides the best performance, (d) work with Incumbents to Resolve Systems Performance Workload Issues, (e) coordinate resolution and re-testing of performance SIRs, (f) prepare Systems Performance and Workload Test Report.
4	1.13.1.2	RFID Enrollment	Prepare and Conduct Performance Test for RFID Enrollment

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.13.1.2.1	Prepare Systems Performance and Workload Test Plan and Execution Document	The Systems Performance and Workload Test Plan and Execution Document for RFID Enrollment refers to the demonstration of acceptable system performance through the use of the Government's current set of POE workload and processing models. Specific activities include: (a) review system performance requirements, (b) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (c) define operational scenarios, (d) create test conditions based on requirements for capacity, response time, reliability (maturity, fault tolerance, and recoverability), (e) define test cycles, (f) create test scripts, (g) configure performance testing tools to test both typical and extreme conditions (high volumes, maximum number of simultaneous users, queuing at the hardware resources – network, CPU, disk).
5	1.13.1.2.2	Conduct Systems Performance Workload Test	This element refers to the activities required to conduct the Systems Performance Workload Test for RFID Enrollment. Specific tasks include: (a) run tests using the performance testing tools, (b) determine bottlenecks and performance issues, (c) repeat tests with different configurations of the application software package in order to determine which combination of parameters provides the best performance, (d) work with Incumbents to Resolve Systems Performance Workload Issues, (e) coordinate resolution and re-testing of performance SIRs, (f) prepare Systems Performance and Workload Test Report.
4	1.13.1.3	Integrated Traveler Folder	Prepare and Conduct Performance Test for Integrated Traveler Folder



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.13.1.3.1	Prepare Systems Performance and Workload Test Plan and Execution Document	The Systems Performance and Workload Test Plan and Execution Document for the Integrated Traveler Folder refers to the demonstration of acceptable system performance through the use of the Government's current set of POE workload and processing models. Specific activities include: (a) review system performance requirements, (b) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (c) define operational scenarios, (d) create test conditions based on requirements for capacity, response time, reliability (maturity, fault tolerance, and recoverability), (e) define test cycles, (f) create test scripts, (g) configure performance testing tools to test both typical and extreme conditions (high volumes, maximum number of simultaneous users, queuing at the hardware resources – network, CPU, disk).
5	1.13.1.3.2	Conduct Systems Performance Workload Test	This element refers to the activities required to conduct the Systems Performance Workload Test for the Integrated Traveler Folder. Specific tasks include: (a) run tests using the performance testing tools, (b) determine bottlenecks and performance issues, (c) repeat tests with different configurations of the application software package in order to determine which combination of parameters provides the best performance, (d) work with Incumbents to Resolve Systems Performance Workload Issues, (e) coordinate resolution and re-testing of performance SIRs, (f) prepare Systems Performance and Workload Test Report.
4	1.13.1.4	Portal	Prepare and Conduct Performance Test for Portal



WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.13.1.4.1	Prepare Systems Performance and Workload Test Plan and Execution Document	The Systems Performance and Workload Test Plan and Execution Document for the Portal refers to the demonstration of acceptable system performance through the use of the Government's current set of POE workload and processing models. Specific activities include: (a) review system performance requirements, (b) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (c) define operational scenarios, (d) create test conditions based on requirements for capacity, response time, reliability (maturity, fault tolerance, and recoverability), (e) define test cycles, (f) create test scripts, (g) configure performance testing tools to test both typical and extreme conditions (high volumes, maximum number of simultaneous users, queuing at the hardware resources – network, CPU, disk).
5	1.13.1.4.2	Conduct Systems Performance Workload Test	This element refers to the activities required to conduct the Systems Performance Workload Test for the Portal. Specific tasks include: (a) run tests using the performance testing tools, (b) determine bottlenecks and performance issues, (c) repeat tests with different configurations of the application software package in order to determine which combination of parameters provides the best performance, (d) work with Incumbents to Resolve Systems Performance Workload Issues, (e) coordinate resolution and re-testing of performance SIRs, (f) prepare Systems Performance and Workload Test Report.
4	1.13.1.5	Integrated Performance Testing	This activity involves the following: Integrated Performance Testing Manage and Coordinate Testing Efforts Plan Integrated Performance Test Conduct Integrated Performance Test Generate Integrated Performance Test Analysis Report
5	1.13.1.5.1	Manage and Coordinate Testing Efforts	This task brings together the Release 1 systems and the impacted legacy systems (ADIS, IDENT, and IBIS) in a performance test environment to verify that these components function together as designed. Specific tasks include: (a) communicate performance test requirements to vendors, (b) provide test scripts to vendors, (c) coordinate tests with third party vendor for joint execution.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.13.1.5.2	Plan Integrated Performance Test	This task brings together the Release 1 system and the impacted legacy systems (ADIS, IDENT, and IBIS) in a performance test environment to verify that these components function together as designed. Specific tasks include: (a) review system performance requirements, (b) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (c) define operational scenarios, (d) create test conditions based on requirements for capacity, response time, reliability (maturity, fault tolerance, and recoverability), (e) define test cycles, (f) create test scripts, (g) configure performance testing tools to test both typical and extreme conditions (high volumes, maximum number of simultaneous users, queuing at the hardware resources – network, CPU, disk).
5	1.13.1.5.3	Conduct Integrated Performance Test	This task brings together the Release 1 system and the impacted legacy systems (ADIS, IDENT, and IBIS) in a performance test environment to verify that these components function together as designed. users, queuing at the hardware resources – network, CPU, disk). Specific tasks include: (a) execute tests (perform actual interfaces where possible, perform simulated interfaces), (b) determine bottlenecks and performance issues (c) prioritize, assign and communicate issues, (d) repeat tests with different configurations of the application software package in order to determine which combination of parameters provides the best performance.
5	1.13.1.5.4	Generate Integrated Performance Test Analysis Report	Generate the Integrated Performance Test Analysis Report. Specific tasks include: (a) coordinate test results gathering from the legacy systems contractors, (b) create report.
3	1.13.2	Release 2 - Technical Performance Testing	Increment 2B Release 2 - Conduct Technical Performance Testing
4	1.13.2.1	RFID Exit Capture	Conduct Performance Test for RFID Exit Capture

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.13.2.1.1	Prepare Systems Performance and Workload Test Plan and Execution Document	The Systems Performance and Workload Test Plan and Execution Document for the RFID Exit Capture (Release 2) refers to the demonstration of acceptable system performance through the use of the Government's current set of POE workload and processing models. Specific activities include: (a) review system performance requirements, (b) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (c) define operational scenarios, (d) create test conditions based on requirements for capacity, response time, reliability (maturity, fault tolerance, and recoverability), (e) define test cycles, (f) create test scripts, (g) configure performance testing tools to test both typical and extreme conditions (high volumes, maximum number of simultaneous users, queuing at the hardware resources – network, CPU, disk).
5	1.13.2.1.2	Conduct Systems Performance Workload Test	This element refers to the activities required to conduct the Systems Performance Workload Test for the RFID Exit Capture (Release 2). Specific tasks include: (a) run tests using the performance testing tools, (b) determine bottlenecks and performance issues, (c) repeat tests with different configurations of the application software package in order to determine which combination of parameters provides the best performance, (d) work with Incumbents to Resolve Systems Performance Workload Issues, (e) coordinate resolution and re-testing of performance SIRs, (f) prepare Systems Performance and Workload Test Report.
4	1.13.2.2	Integrated Performance Testing	This activity involves the following: Manage and Coordinate Testing Efforts Plan Integrated Performance Test Conduct Integrated Performance Test Generate Integrated Performance Test Analysis Report
5	1.13.2.2.1	Manage and Coordinate Testing Efforts	This task brings together the Release 2 systems and the impacted legacy systems (ADIS, IDENT, and IBIS) in a performance test environment to verify that these components function together as designed. Specific tasks include: (a) communicate performance test requirements to vendors, (b) provide test scripts to vendors, (c) coordinate tests with third party vendor for joint execution.

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
5	1.13.2.2.2	Plan Integrated Performance Test	This task brings together the Release 2 system and the impacted legacy systems (ADIS, IDENT, and IBIS) in a performance test environment to verify that these components function together as designed. Specific tasks include: (a) review system performance requirements, (b) prepare and coordinate a System Performance and Workload Test Plan and Execution Document, (c) define operational scenarios, (d) create test conditions based on requirements for capacity, response time, reliability (maturity, fault tolerance, and recoverability), (e) define test cycles, (f) create test scripts, (g) configure performance testing tools to test both typical and extreme conditions (high volumes, maximum number of simultaneous users, queuing at the hardware resources – network, CPU, disk).
5	1.13.2.2.3	Conduct Integrated Performance Test	This task brings together the Release 2 system and the impacted legacy systems (ADIS, IDENT, and IBIS) in a performance test environment to verify that these components function together as designed. users, queuing at the hardware resources – network, CPU, disk). Specific tasks include: (a) execute tests (perform actual interfaces where possible, perform simulated interfaces), (b) determine bottlenecks and performance issues (c) prioritize, assign and communicate issues, , (d) repeat tests with different configurations of the application software package in order to determine which combination of parameters provides the best performance.
5	1.13.2.2.4	Generate Integrated Performance Test Analysis Report	Generate the Integrated Performance Test Analysis Report. Specific tasks include: (a) coordinate test results gathering from the legacy systems contractors, (b) create report.
3	1.13.3	Release 1 - Business Performance Testing	Increment 2B Release 1 - Conduct Business Performance Testing
4	1.13.3.1	Configure Government Existing tools (WAM) for 2B model	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the configuration of the existing Government Tools (WAM) for 2B Model (Release 1).

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**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.13.3.2	Prepare 2B solution set for modeling	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the preparation of the 2B solution set for modeling (Release 1).
4	1.13.3.3	Perform Modeling	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the execution of the 2B solution set for modeling (Release 1).
4	1.13.3.4	Refine modeling based on outputs	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the refining of modeling tool based on outputs. Specific tasks include: (a) determine outputs of the WAM, (b) re-configure the WAM tools based on outputs, (c) prepare the 2B solution set, (d) repeat the execution of the WAM.
4	1.13.3.5	Prepare modeling Workload test report	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. Specific tasks include: (a) determine outputs of the WAM, (b) prepare the Modeling Workload Test Report.
3	1.13.4	Release 2 - Business Performance Testing	Increment 2B Release 2 - Conduct Business Performance Testing
4	1.13.4.1	Configure Government Existing tools (WAM) for 2B model	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the configuration of the existing Government Tools (WAM) for 2B Model (Release 1).
4	1.13.4.2	Prepare 2B solution set for modeling	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the preparation of the 2B solution set for modeling (Release 2).
4	1.13.4.3	Perform Modeling	This task refers the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the execution of the 2B solution set for modeling (Release 2).

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**United States Visitor and Immigrant
Status Indicator Technology (US-VISIT) Program**

HSSCHQ-04-R-0096

WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.13.4.4	Refine modeling based on outputs	This task refers to the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. This test requires the refining of modeling tool based on outputs. Specific tasks include: (a) determine outputs of the WAM, (b) re-configure the WAM tools based on outputs, (c) prepare the 2B solution set, (d) repeat the execution of the WAM.
4	1.13.4.5	Prepare modeling Workload test report	This task refers to the INS Workforce Analysis Model (WAM) testing requirement for budgeting purposes. Specific tasks include: (a) determine outputs of the WAM, (b) prepare the Modeling Workload Test Report.
2	1.14	Subtask 14: Security and Privacy Implementation	Subtask 14 includes the implementation of security/privacy policies and procedures.
3	1.14.1	Release 1 & 2	Increment 2B Release 1 and 2 - Implement Security/ Privacy Policies and Procedures
4	1.14.1.1	Managerial Policies and Procedures	<p>This task refers to the update of managerial policy and guidance documentation as it relates to Information Assurance (IA) (and security) decisions in the following areas:</p> <ul style="list-style-type: none"> • Program Policy – High-level policy used to create an organizations IA program, define its scope within the organization, assign implementation responsibilities, establish strategic direction, and assign resources for implementation. • Issue-Specific Policies – Address specific issues of concern to the organization, such as contingency planning, the use of a particular methodology for systems risk management, human resources, physical locations and implementation of new regulations or law. These policies are likely to require more frequent revision as changes in technology and related factors take place. <p>Specific tasks include: (a) evaluate security and privacy policies and procedures, (b) determine and provide recommendations for new requirements, (c) update the associated security and privacy plans.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.14.1.2	Operational Policies and Procedures	<p>This task refers to the operational development of policy and guidance documentation as it relates to Information Assurance (IA) (and security) decisions in the following areas:</p> <ul style="list-style-type: none">• Issue-Specific Policies – Address specific issues of concern to the organization, such as contingency planning, the use of a particular methodology for systems risk management, human resources, physical locations and implementation of new regulations or law. <p>These policies are likely to require more frequent revision as changes in technology and related factors take place.</p> <ul style="list-style-type: none">• System-Specific policies – Address individual systems, such as establishing an access control list of in training users as to what system actions are permitted. These policies may vary from system to system within the same organization. In addition, these policies may refer to entirely different matters, such as the specific managerial decisions setting the organization's electronic mail (e-mail) policy or facsimile (fax) security policy. <p>Specific tasks include: (a) evaluate security and privacy policies and procedures, (b) determine and provide recommendations for new requirements, (c) update the associated security and privacy plans.</p>
4	1.14.1.3	Physical Security	<p>Physical security refers mainly to the Alliance and US-VISIT facilities.</p> <p>Activities include providing recommendations on Physical Security for Increment 2B and updating related policy and procedure documentation. Continue to support physical security measures that comply with "Department of Homeland Security Information Technology Security Program Interim Management Directive".</p> <p>Specific tasks include: (a) determine physical security threats, (b) determine mitigation strategies, (c) collaborate with the US-VISIT program to determine physical security needs, (d) update the Security Privacy Plan (SPP), (e) institute badge and ID, access control, cipher locks and intrusion alarms at facilities.</p>

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WBS LEVEL	WBS #	WBS NAME	DESCRIPTION
4	1.14.1.4	Information Security	<p>Information security refers mainly to sensitive data. Activities include providing recommendations on Information Security for Increment 2B and updating related policy and procedure documentation. Continue to follow an IT Security Plan.</p> <p>The information security portion of the Security Privacy Plan (SPP) will address our compliance of the following:</p> <ul style="list-style-type: none"> • Data integrity • Data privacy and confidentiality protection • Audit security • Protection of communications • Cryptographic support • User data protection • Identification and authentication • Security management • Availability of US-VISIT data <p>Specific tasks include: (a) determine information security threats, (b) determine mitigation strategies, (c) collaborate with the US-VISIT program to determine information security requirements, (d) update the Security Privacy Plan (SPP), (e) institute badge and ID, access control, cipher locks and intrusion alarms at facilities.</p>
4	1.14.1.5	Personnel Security	<p>Personnel security refers to Contractor/subcontractor personnel security measures as delineated in RFP paragraph H.9. Activities include providing recommendations on Personnel Security for Increment 2B and updating related policy and procedure documentation. Specific tasks include: (a) coordinate background investigations, (b) comply with eligibility, types and levels of clearance, (c) provide and track Security Awareness Training per DHS guidance.</p>
4	1.14.1.6	Privacy Impact Analysis	<p>This task refers to the activities required to assess the Privacy Impact Analysis of the modifications resulting from the implementation of Increment 2B. The PIA outlines the program's privacy policy and a clear map of how data will flow from system to system and department to department, and how it will be shared, accessed, and stored. Specific tasks include: (a) create a data flow map, (b) provide input to the PIA, (c) support the updating of the PIA.</p>

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