



Statement of Work

Title: Software Engineering Support

Revision Number: 0

Date: December 5, 2016

Statement of Work for
Software Engineering Support

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<i>APPROVALS</i>	<i>PRINT NAME</i>	<i>SIGNATURE</i>
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1.0 INTRODUCTION / BACKGROUND

The Mission Support Alliance (MSA) requires staff augmentation services related to the Information Management Software Engineering work scope. Support will be provided to the MSA Information Management Information Systems, Software Engineering workgroup.

The Subcontractor is required to provide staff augmentation support as set forth herein:

2.0 OBJECTIVE

The MSA Information Management (IM), Software Engineering organization requires support for Business Management applications written in the PeopleSoft development environment. Work will be managed by MSA.

3.0 DESCRIPTION OF WORK – SPECIFIC

Support is required for the development support of PeopleSoft applications including new development, as well as maintain existing PeopleSoft application code. Support also includes assessment, maintenance, documentation, modernization, testing and program implementation functions. Management and task assignments will be through the Information Management organization.

The software engineer will provide PeopleSoft support for existing systems developed for the Business Management functions at the Hanford site. Responsibilities include:

- Develop, upgrade and maintain Business Management PeopleSoft applications
- Provide support and maintenance of new & existing custom code and applications
- Prepare system documentation
- Work directly with customer (system owners and users) on requirements analysis, system specifications and proposed solutions

4.0 QUALIFICATIONS

Experienced professionals with enterprise level software programming support skills.

Basic Qualifications

- Bachelor's degree in business, math, computer science or related technical field and 3+ years' experience developing PeopleSoft Systems.
- 3 or more years' experience with PeopleCode, PeopleTools and Application Engine
- 3 or more years' experience with Structured Query Language (SQL)
- Experience working on project teams, including direct involvement with customer.



Desired Qualifications

- 3 or more years' experience with Oracle and/or SQL database support
- 5 years' experience developing PeopleSoft Systems including Financials, HCM, and/or ELM
- Experience with BI Publisher and Component interface
- 3 years' experience in COBOL development
- Experience with Peopletools v8.53 or higher
- Familiar with the Hanford Site

Subcontractor shall ensure that its personnel meet and maintain the appropriate training, qualifications, and certification requirements as applicable.

5.0 REQUIREMENTS

General

Subcontractor shall operate to MSA policies, procedures, and processes. MSA will supervise and direct the day to day work activities of the Subcontractor's personnel.

For any work performed on the Hanford Site or any MSA controlled facility, the provisions of the On-Site Services Special Provisions, will apply to Subcontractor personnel.

5.1 Environmental, Safety, & Health Requirements

The Subcontractor shall perform work safely, in a manner that ensures adequate protection for employees, the public, and the environment, and shall be accountable for the safe performance of work. The Subcontractor shall comply with, and assist the Buyer in complying with environmental and safety requirements of all applicable laws, regulations and directives.

The Subcontractor shall exercise a degree of care commensurate with the work and the associated hazards. The Subcontractor shall ensure that management of environmental and safety functions and activities is an integral and visible part of the Subcontractor's work planning and execution processes. As a minimum, the Subcontractor shall:

- Thoroughly review the defined scope of work;
- Identify hazards and environmental and safety requirements;
- Analyze hazards and implement controls;



- Perform work within controls; and
- Provide feedback on adequacy of controls and continue to improve safety management.

The Subcontractor shall flow down all environmental and safety requirements to the lowest tier Subcontractor performing work on the Hanford site commensurate with the risk and complexity of the work.

5.2 Government Property

The Subcontractor will be responsible for managing the Government-owned property as required in the Subcontract Provisions: Computer workstation, GPS survey equipment.

6.0 PERSONNEL REQUIREMENTS

6.1 Training

- A. Hanford site-specific general training requirements to safely perform this work will be designated by the Buyer's Technical Representative (BTR).
- B. The following types of training qualifications are required:
 - Hanford General Education Training (HGET)/MSA General Education Training (MGET) is required.
 - Other site specific training may be required as determined during performance of this scope of work.

6.2 Security and Badging Requirements

- A. For any on site work, see Special Provisions – On-Site Services for details.
- B. The Subcontractor shall wear a Buyer-issued security badge identifying themselves. A minimum of two working days advance notice is needed for site badging.
- C. Subcontractor employees will be required to submit to vehicle searches and not personally carry or transport certain prohibited articles.

6.3 Work Location/Potential Access Requirements:

The primary work location is 2261 Stevens, Richland Washington (subject to change).



6.4 Site Access and Work Hours

Hanford personnel at the Hanford Site work a standard 4/10 schedule. The standard work week consist of ten (10) hours of work between 6:00 am and 4:30 pm, with one-half hour designated as an unpaid period for lunch, Monday through Thursday. On-call and off hours support will be necessary during certain times of the week/month/year due to critical Business Systems processing. Alternative schedules (example – 8 x 9 schedule) may be coordinated with and approved by the BTR.

Work performed outside normal operating hours shall be coordinated and/or approved through the BTR and/or the Contract Specialist prior to performing the work.

7.0 MEETINGS, SUBMITTALS

Subcontractor shall participate in all meetings as required by the Buyer's Technical Representative (BTR).

8.0 SCHEDULE REQUIREMENTS

8.1 Schedule

Start date: January 15, 2017 (or as soon as possible)

Completion date: September 30, 2017