



## DEPARTMENT OF THE NAVY

NAVAL FACILITIES ENGINEERING COMMAND  
WASHINGTON NAVY YARD  
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WASHINGTON DC 20374-5065

IN REPLY REFER TO

9 Nov 00

From: Commander, Naval Facilities Engineering Command  
To: Distribution

Subj: INFORMATION TECHNOLOGY RELATED PROCUREMENTS

Encl: (1) ASN (RD&A) ltr dated 19 Oct 00  
(2) Approved NAVFACENGCOM Claimant NMCI Migration Plan

1. Enclosure (1) requires a review of all prospective IT procurements over \$25,000 for possible accomplishment under the Navy-Marine Corps Intranet (NMCI) contract. This review requirement is implemented for the NAVFAC Claimancy as follows.

2. Based on the criteria in enclosure (1) and the approved NMCI migration plan, enclosure (2), IT contracts greater than \$25,000, meeting the following requirements may be awarded without further review for NMCI applicability:

- a) Any IT resource specifically excluded by subparagraph (a) of enclosure (1),
- b) For IT services in support of Public Works Centers at Washington, San Diego and Norfolk, any IT service contract that expires before 1 April, 2001,
- c) For IT services in support of all other Public Works Centers, any IT service contract that expires before 1 July 2001,
- d) For IT services in support of all other NAVFACENGCOM echelon 3 activities, any IT service contract that expires before 1 October, 2001.

3. For all other planned IT resource acquisitions (hardware, software, and/or services) greater than \$25,000, activities must submit via email to Alvin Mitchell at NAVFAC CIO the following information:

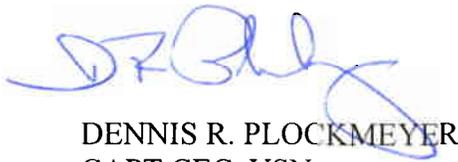
- a) IT resource requirement (with enough detail to allow determination of resource availability under the NMCI contract)
- b) Cost (initial and recurring)
- c) Timeframe (delivery for hardware and software; duration for services)
- d) Estimated award date
- e) A statement as to whether or not the IT resources are essential to successful execution of a command or program initiative.

4. The NAVFAC CIO will review submitted IT resource acquisition plans for availability under the NMCI contract and consistency with the NAVFAC enterprise architecture (ie-FACMAN) and will coordinate with the NMCI PCO to verify NMCI contract delivery schedule accommodation. The NAVFAC CIO will recommend to the NAVFAC HCA to either allow the activity to proceed with the acquisition as planned, or begin the process for ordering the IT resources from the NMCI contract. After this

process is refined, the NAVFAC CIO will implement an Intranet enabled standard business practice.

5. All planned IT resource acquisitions, whether executed under the initial delegation in paragraph 2 of this letter or submitted for HCA approval per paragraph 3 of this letter, must be forwarded to the NAVFAC CIO POC by 27 November, 2000. IT acquisition plans which are not submitted by this date will not be reviewed without additional justification and endorsement by the Activity Commander or Commanding Officer.

6. The CIO POC for email submission of IT resources requirements is Mr. Alvin Mitchell, (202) 685-9035, [mitchellae@navfac.navy.mil](mailto:mitchellae@navfac.navy.mil). The Acquisition POC is Mr. Paul Miller, (202) 685-9221, [millerpb@navfac.navy.mil](mailto:millerpb@navfac.navy.mil).



DENNIS R. PLOCKMEYER  
CAPT CEC, USN  
Chief Information Officer



ROBERT R. BOYER  
Director, Acquisition

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DEPARTMENT OF THE NAVY  
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WASHINGTON DC 20350-1000

OCT 19 2000

MEMORANDUM FOR DEPARTMENT OF THE NAVY HEADS OF CONTRACTING  
ACTIVITIES (HCA'S)

Subj: INFORMATION TECHNOLOGY-RELATED PROCUREMENTS

The Navy-Marine Corps Intranet (NMCI) contract was awarded on October 6, 2000 and commands will begin to transition from their current networks to NMCI. To ensure a smooth transition period, and to avoid the potential for duplication of expenditures for Information Technology (IT) capabilities that are available under the NMCI contract, it is essential that all Navy and Marine Corps contracting activities immediately initiate steps to monitor and control the award, modification and use of other IT contracts. Therefore, you are directed to:

(a) Review all prospective IT procurements in excess of \$25,000 (including orders to be placed on existing contracts) by activities under your cognizance. Specifically excluded from this review are purchases/orders:

- for local voice services (since voice integration on NMCI is not scheduled until FY-03)
- that deal with Top Secret or compartmentalized information
- that involve cryptologic related activities as they relate to national security systems
- for computer resources, both hardware and software, that are physically part of, dedicated to, and essential in real time to the mission performance of a weapons system or a shipboard system related to the Information Technology for the Twenty First Century (IT-21) effort. (Note: Embarkable/deployable workstations, portable computers, laptop computers, etc. are not included in this exemption.)

Reviews should be conducted prior to issuance of a solicitation if feasible, but in any event, prior to purchase, modification or award of a contract. The requirement for reviews shall be in effect until activities have fully transitioned to NMCI.

Reviews should ensure that prospective purchases/contracts are only for IT capabilities that are unavailable under the NMCI

ENCLOSURE (1)

Subj: INFORMATION TECHNOLOGY-RELATED PROCUREMENTS

contract, unless the proposed contract actions meet one of the following criteria:

- The HCA determines that specific hardware, software, or IT services are essential to successful execution of a command or program initiative and it is clearly needed before it can be delivered under the NMCI contract. The NMCI PCO (Ms. Ellen Polen, [polene@spawar.navy.mil](mailto:polene@spawar.navy.mil), 619-524-7388) must verify that the contract delivery schedule cannot be modified to accommodate this need; or
- The proposed contract actions are for IT services for which the period of performance will expire before the requiring activity transitions to NMCI (or within a reasonable time thereafter, as agreed to by the NMCI government management office and the requesting official).

Any delegation of authority for conducting these reviews shall be limited to individuals at the General, Flag, or Senior Executive Service level.

(b) Submit a list, including estimated value and award date, to ASN(RDA)/ABM not later than November 30, 2000 of all planned IT procurements within your command that:

- have already been reviewed and for which a decision to proceed has been made, or
- which are subject to review in accordance with (a) above, but have not yet been reviewed.

(c) Not award any new requirements-type contracts for IT capability (hardware, software, or services) that is available under the NMCI contract.

Questions concerning this memorandum should be directed to Mr. Jim Ermerins on (703) 602-2322 or by e-mail at [Ermerins.James@hq.navy.mil](mailto:Ermerins.James@hq.navy.mil).



H. Lee Buchanan

ENCLOSURE (1)

Subj: INFORMATION TECHNOLOGY-RELATED PROCUREMENTS

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PEO-IT

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ENCLOSURE (1)

APPROVED NAVFACENCOM CLAIMANT NMCI MIGRATION PLAN

	FY01 Q3	FY01 Q4	FY02 Q1
PWC Norfolk	X		
PWC San Diego	X		
PWC Washington	X		
PWC Great Lakes		X	
PWC Jacksonville		X	
PWC Pearl Harbor		X	
PWC Pensacola		X	
NFESC (N)			X
NFESC (G)			X
HQ			X
SLC			X
LANTDIV			X
PACDIV			X
SOUTHDIV			X
SWDIV			X
EFD NORTH			X
NCC			X
EFA CHES			X
EFA MW			X
EFA NW			X
EFA WEST			X