



DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC

Office Of The Under Secretary

30 June 1999

MEMORANDUM FOR SEE DISTRIBUTION

FROM: SAF/IAX
1080 Air Force Pentagon
Washington DC 20330-1080

SUBJECT: Model Y2K Services LOA (IAX 99015)

On 20 Jan 99 we advised Security Assistance Organizations, Unified Commanders and their component Commanders of Electronics Systems Center (ESC) capabilities to assist with Y2K issues. We requested SAO's advise their host country of ESC's capabilities. Recognizing the time sensitivity of potential Y2K problems and limited availability of resources, we requested the FMS customers seek assistance as soon as possible.

SAF/IA requested ESC develop a model case to outline the minimum support necessary to address request from our FMS customer. In addition to the model case ESC also "stood up" a Year 2000 Quick Response Team comprised of technically oriented personnel to provide expertise support to the FMS customer. The team is functional and standing by to assist in an expeditious manner.

The attached model case is provided for your information and necessary action. It should be written as an N case and used as a starting point in developing Y2K support cases in response to requests from the customer.

Please address any questions to Mr. Lewis Witt, SAF/IAXM at DSN 425-8960, commercial (703) 588-8960 or email Lewis.Witt@pentagon.af.mil.

A handwritten signature in black ink that reads "Terry Bates".

TERRY L. BATES
Acting Chief, Policy Division
Deputy Under Secretary, Int'l Affairs

Attachment:
Model Case

DISTRIBUTION:
See Attached List

DISTRIBUTION LIST:

ACTION

SAF/IAE

SAF/IAL

SAF/IAM

SAF/IAP

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AFMC/IA

1822 Van Patton Drive
Bldg 210
Wright-Patterson AFB OH
45433-5337

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1822 Van Patton Drive
Bldg 210
Wright-Patterson AFB OH
45433-5337

AFSAT/CC

315 J Street West
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INFO

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SAF/AW

ESC/FA

50 Griffiss Street
Hanscom AFB MA 01731-1618

ESC/DI

50 Griffiss Street
Hanscom AFB MA 01731-1618

USAF Model Case
Year 2000 Services

21 June 1999

**Electronic Systems Center Year 2000 Services
GENERAL ASSUMPTIONS**

1. Pricing includes contract administrative services (CAS) in each line.
2. Period of performance of this program is approximately 18 months and will be dependent on the services requested.
3. Technical experts in the required fields of vocation either US Government personnel and/or contractor support will provide all services.
4. Travel costs are listed as NOT PRICED within each line since the foreign customers are undetermined at this point.
5. CAS and ADMIN surcharges HAVE NOT been applied until a determination is made as to the use of organic versus non-organic personnel for each proposed team.

Electronic Systems Center Year 2000 Services LINE ITEM DESCRIPTIONS

LINE ITEM 001 – YEAR 2000 NEEDS ASSESSMENT: This line item is for conducting an on-site needs assessment to determine the scope and type of Year 2000 services required by the requesting country. Included is a written assessment report which contains a statement of work to be performed under line item 002 – Technical Services and line item 999 – Training. The needs assessment is on-site for 5 days. Travel expenses are TBD until requesting country is known.

MASL Code: (M1E) 02040000THTAT(N)

Availability Dates: P(1-18)

Estimated Cost: \$12,500.00

Salaries: \$12,000.00

Travel: NOT PRICED

Misc: \$500.00

LINE ITEM 002 – YEAR 2000 TECHNICAL SERVICES:

SUBLINE ITEM 002A – RISK ASSESSMENT: This subline item is for conducting a Year 2000 risk assessment on weapon systems. The risk assessment includes an assessment of the software, firmware, hardware, and interfaces (both internal and external). The risk assessment is on-site for 10 days. Included is a written assessment report outlining the scope of the Y2K risks for the system(s) assessed, recommended next steps for Year 2000 support, and an implementation plan for the Year 2000 remediation effort. Travel expenses are TBD until requesting country is known.

MASL Code: (M1E) 02040000THTAT(N)

Availability Dates: P(1-18)

Estimated Cost: \$51,500.00

Salaries: \$50,000.00

Travel: NOT PRICED

Misc: \$1,500.00

SUBLINE ITEM 002B – CONTINGENCY PLANNING: This subline item is for developing and delivering contingency plans. Included is a written contingency plan for the assessed system(s) which outline back-up plans, associated procedures, and methodology to be employed should there be a loss of system or application functionality due to Year 2000 related failures. Active participation is required from the requesting country to fully develop the contingency plans. The contingency planning effort is on-site for 5 days (if exercised in conjunction with subline item 002A) or 10 days (if exercised as a stand-alone line item). Travel expenses are TBD until requesting country is known.

MASL Code: (M1E) 02040000THTAT(N)

Availability Dates: P(1-18)

SUBLINE ITEM 002B – CONTINGENCY PLANNING (cont)

Estimated Cost: \$12,500.00
Salaries: \$12,000.00
Travel: NOT PRICED
Misc: \$500.00

SUBLINE ITEM 002C – YEAR 2000 TESTING: This subline item is for providing technical test guidance and support in the conduct of system testing to the requesting country. Travel expenses are TBD until requesting country is known.

MASL Code: (M1E) 02040000THTAT(N)
Availability Dates: P(1-18)

Estimated Cost: \$40,000.00
Salaries: \$40,000.00
Travel: NOT PRICED
Misc: \$0.00

LINE ITEM 999 – YEAR 2000 TRAINING: This line item is for conducting on-site Year 2000 training. The training includes as a minimum technical training on Year 2000 problems and issues, risk assessments, contingency planning, testing, lessons learned and available tools. Training is on-site for five days using host country equipment and suitable facilities.

MASL Code: (N00) 000000FMSTRNG(N)
Availability Dates: P(1-18)

Estimated Cost: \$19,000.00
Salaries: \$18,000.00
Travel: NOT PRICED
Misc: \$1,000.00

**Electronic Systems Center Year 2000 Services
PRICING SUMMARY**

(1) ITM NBR	(2) DESCRIPTION/CONDITION	(3) QTY, UNIT OF ISSUE	(4) COSTS UNIT	TOTAL
001	Year 2000 Needs Assessment			\$12,500 + travel
002	Year 2000 Technical Services			
002A	Risk Assessment			\$51,500 + travel
002B	Contingency Planning (when exercised with 002A)			\$12,500 + travel
002B	Contingency Planning (Stand Alone)			\$22,500 + travel
002C	Year 2000 Testing			\$40,000 + travel
999	Year 2000 Training			\$19,000 + travel
	Line Totals**			\$135,500 + travel
	CAS and ADMIN surcharges not applied; travel NOT PRICED			

Electronic Systems Center Year 2000 Services DETAILED INFORMATION

LINE ITEM 001 – Year 2000 Needs Assessment

This line item is for conducting an on-site needs assessment to determine the scope and type of Year 2000 services required by the requesting country. Included is a written assessment report which contains a statement of work to be performed under line item 002 – Technical Services and line item 999 – Training. The needs assessment is on-site for 5 days. Travel expenses are TBD until requesting country is known. Labor includes 0.6 man/months and two (2) Y2K experts on-site for 1 week.

MASL Code: (M1E) 02040000THTAT(N)
Availability Dates: P(1-18)

Estimated Cost: \$12,500.00
Salaries: \$12,000.00
Travel: NOT PRICED
Misc: \$500.00

LINE ITEM 002 – YEAR 2000 TECHNICAL SERVICES:

SUBLINE ITEM 002A – YEAR 2000 TECHNICAL SERVICES - Risk Assessment:

This subline item is for conducting a Year 2000 risk assessment on weapon systems. The risk assessment includes an assessment of the software, firmware, hardware, and interfaces (both internal and external). The risk assessment is on-site for 10 days. Included is a written assessment report outlining the scope of the Y2K risks for the system(s) assessed, recommended next steps for Year 2000 support, and an implementation plan for the Year 2000 remediation effort. Travel expenses are TBD until requesting country is known. Labor includes: 2.5 man/months ; three (3) Y2K experts on-site for 2 weeks in-country assessment and 1 week local (USA) for report; two (2) Y2K experts for 2 days for final out brief.

MASL Code: (M1E) 02040000THTAT(N)
Availability Dates: P(1-18)

Estimated Cost: \$51,500.00
Salaries: \$50,000.00
Travel: NOT PRICED
Misc: \$1,500.00

SUBLINE ITEM 002B - YEAR 2000 TECHNICAL SERVICES – Contingency Planning:

This subline item is for developing and delivering contingency plans. Included is a written contingency plan for the assessed system(s) which outline back-up plans, associated procedures, and methodology to be employed should there be a loss of system or application functionality due to Year 2000 related failures. Active participation is required from the requesting country to fully develop the contingency plans. The contingency planning effort is on-site for 5 days (if exercised in conjunction with subline item 002A) or 10 days (if exercised as a stand-alone line item). Travel expenses are TBD until requesting country is known.

SUBLINE ITEM 002B - YEAR 2000 TECHNICAL SERVICES – Contingency Planning
(cont)

MASL Code: (M1E) 02040000THTAT(N)
Availability Dates: P(1-18)

When exercised in conjunction with subline 002A

Labor includes 0.6 man/months; Two (2) Y2K experts for 1 additional week.

Estimated Cost: \$12,500.00
Salaries: \$12,000.00
Travel: NOT PRICED
Misc: \$500.00

When exercised as a stand-alone item

Labor includes 1.1 man/months; Two (2) Y2K experts for 2 weeks (week 1 is for system evaluation and week 2 is for the contingency planning effort)

Estimated Cost: \$22,500.00
Salaries: \$22,000.00
Travel: NOT PRICED
Misc: \$500.00

SUBLINE ITEM 002C - YEAR 2000 TECHNICAL SERVICES – Year 2000 Testing:

This subline item is for providing technical test guidance and support in the conduct of system testing to the requesting country. Travel expenses are TBD until requesting country is known. Labor includes 2.0 man/months; Two (2) Y2K experts for 4 weeks.

MASL Code: (M1E) 02040000THTAT(N)
Availability Dates: P(1-18)

Estimated Cost: \$40,000.00
Salaries: \$40,000.00
Travel: NOT PRICED
Misc: \$0.00

LINE ITEM 999 – YEAR 2000 TRAINING:

This line item is for conducting on-site Year 2000 training. The training includes as a minimum technical training on Year 2000 problems and issues, risk assessments, contingency planning, testing, lessons learned and available tools. Training is on-site for five days using host country equipment and suitable facilities. Labor includes 0.9 man/months; Three (3) Y2K trainers for 1 week.

MASL Code: (N00) 000000FMSTRNG(N)
Availability Dates: P(1-18)

Estimated Cost: \$19,000.00
Salaries: \$18,000.00
Travel: NOT PRICED
Misc: \$1,000.00