

Fit-Gap Template (FGT) Instructions (Attachment 6)

8/22/2006

Section 1: Overview

The Government Provided Fit-Gap Template (FGT) is an attachment to the RFQ. It is the exclusive responsibility of the Offeror to propose an approach that fully satisfies ALL the requirements of this RFQ (Reference Chapter 4 of the Functional Requirements Document). The FGT consists of two worksheets.

Section 2: Completion Instructions

For each requirement listed in the Fit-Gap Template the Offeror shall indicate how the System Integrator's (SI's) proposed solution (to include the Government Selected COTS product suite, any Government Selected "bolt-ons", any SI proposed COTS licensed programs and/or components, any SI-proposed "bolt-ons" (defined as Offeror created software or commercially available licensed software program/component that is not part of the Government provided COTS product suite), any SI-proposed extensions (defined as any custom-coded software component), and/or any SI-proposed business process re-engineering (BPR)) meets the requirement by marking an "X" in the appropriate System Integrator Response Column(s) (columns F – I). These columns allow the SI to assess their proposed solution as having met the requirement: a.) through the use of product suite configuration, b.) through the use of Business Process Reengineering (BPR), c.) through the use of bolt-ons, or d.) through the use of extensions. *Note that while use of the Government-selected COTS product suite is mandatory, additional SI-proposed and procured bolt-ons can be identified as part of the SI solution and so annotated in the FGT and pricing template.*

For each requirement in the FGT*, the Offeror shall explain how the Offeror's proposed solution will address each requirement in Column K (Narrative/Justification). The explanation shall identify the following as applicable to each requirement:

1. The COTS product suite licensed program(s) and associated component(s), bolt-on(s) (including bolt-on components as appropriate), and/or extension(s) that will be used to satisfy the requirement.
2. The level and nature of BPR required to support satisfaction of the requirement.
3. The product suite and/or "bolt-on" configuration(s) that must be accomplished to satisfy the requirement.
4. The capability to be delivered by the extension(s) to satisfy the requirement along with the relative size and complexity of the extension(s).
5. The degree to which process automation is used to support the satisfaction of each requirement.

* Narratives and justifications are not required for requirements marked as "Met with Product Suite Configuration", unless the requirement is identified in Column E as requiring an SI Response.

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The explanation described above shall be of sufficient detail and clarity to allow the reader to have a solid understanding of the Offeror's approach.

The Government has also marked specific requirements with an "X" in Column F of the functional worksheet, titled "Systems Integrator Response Required". The Offeror shall comply with the guidance listed in the preceding paragraph but shall also provide a more *detailed* explanation (within the bounds of the overall Fit-Gap Report page limitations) of how the proposed solution intends to meet these specific requirements to include the level of effort and the tasks needed to configure/setup the Government Selected COTS product and "bolt-ons" or other solution dependent activities as characterized in Columns F-I. Requirements marked by the Government with an "X" in Column D of the functional worksheet are NOT considered to be of greater importance than any other requirement. For evaluation rating purposes, all Fit-Gap Template identified requirements are considered to be of equal importance.

Section 3: Definitions

When the FGT is filled out, the Offeror will submit it as the Fit-Gap Report (FGR) in an attachment to the Mission Capability Volume (Volume 2) of their proposal. The FGR provides the basis for the Offeror's functional response to the ICFS detailed requirements. Each column is described in more detail in the following bullets:

The FGT is separated into the following columns:

- Requirements Information in each worksheet:
 - Column A: The "ICFS Requirement Number" is a number that uniquely identifies each ICFS requirement.
 - Column B: The "Source" refers to the FRD reference organization/report.
 - Column C: The "JIFMIP Requirement Number" is the reference number attached to the specific JIFMIP Requirement.
 - Column D: The "Functional Requirement" is a short narrative that provides the actual requirements statement.
 - Column E: The column identifying requirements where the System Integrator shall provide a more detailed response as described above.
 - The Offeror shall complete the following columns (applies to all worksheets):
 - Column F: Met through use of Product Suite Configuration. The Offeror will characterize their solution as being able to meet the minimum capability requirement through use of the Government-provided COTS product suite.
 - Column G: Met through the use of Business Process Reengineering (BPR). The Offeror will characterize their solution as being able to meet the minimum capability requirement through use of BPR if reengineering of Government processes is the proposed approach to meet the requirement.

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- Column H: Met through the use of Bolt-ons. The Offeror will characterize their solution as being able to meet the minimum capability requirement through the use of Bolt-ons if the use of a Bolt-on is proposed to meet the requirement.
- Column I: Met through the use of Extensions. The Offeror will characterize their solution as being able to meet the minimum capability requirement through the use of extension(s) if the use of an extension(s) is proposed to meet the requirement.
- Column J: Software Module. The Offeror shall identify the specific COTS licensed program and the associated component or components, as applicable, that satisfies the requirement. In the case where a “bolt-on” or extension is needed to satisfy the requirement, that information shall be provided in this column.
- Column K: Narrative/Justification. The Offeror shall provide the information described in Section 2, along with additional information described above along with any other information the Offeror may wish to provide within the page limitation of the Fit-Gap Report. Specific to the Functional Worksheet, narratives and justifications are not required for requirements marked as “Met with Product Suite Configuration”, unless the requirement is identified in Column E as requiring an SI Response.