Operational Acceptance Plan

Genomic Information System for Integrated Science 2

(Genisis2) Technical Services

Release 3



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Department of Veterans Affairs

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Artifact Rationale

The Operational Acceptance Plan (OAP) enables an organization to document a project’s challenges and successes to understand causes of difficulties and to achieve greater success in the future. The benefits of looking back at past experience include process improvement, risk management, and other project activities. This facilitates the organization’s continuous improvement.

Table of Contents

[1. Product / Project Description 1](#_Toc485322791)

[2. Product / Project Document/Artifact Repository 3](#_Toc485322792)

[3. Assessment & Authorization SMART Status 3](#_Toc485322793)

[4. Physical Support Requirements 4](#_Toc485322794)

[5. Primary Operational Support Entities & FTE 8](#_Toc485322795)

[6. Responsibility Matrix (Operational Roles and Responsibilities) 9](#_Toc485322796)

[7. Recurring Contracts, Licenses, and Warranties 11](#_Toc485322797)

[8. Electronic Inventory List and Asset Management 16](#_Toc485322798)

[9. Service Level Requirements 16](#_Toc485322799)

[10. End User Support and Training 16](#_Toc485322800)

[11. Lifecycle Support Requirements 17](#_Toc485322801)

[12. Architecture / Dependencies 17](#_Toc485322802)

[13. Anomaly / Risk Summary 17](#_Toc485322803)

[14. OAP Signatures 17](#_Toc485322804)

[A. Appendix A – Responsibilities of the Programmatic System Owner 19](#_Toc485322805)

# Product / Project Description

* EPS Number: 01-02-03-08-05-011
* Current PMAS state: Active
* Planned Completion Date: 7 June 2018
* Business Owner: James Breeling, MD, Director of Bioinformatics
* Federal Information Security Management Act (FISMA) System Owner: Gary Stevens, Director, Office of Cyber Security
* Programmatic System Owner (PSO): Kimberly Nix, Office of Information and Technology (OI&T) Program Manager; Katie Thomas, OI&T Project Manager
* (Responsibilities of the PSO are detailed in Appendix A)

**Related Efforts**

[**New Service Request (NSR) 20130905 VistA Evolution**](http://DNS/nsrd/Tab_GeneralInfoView.asp?RequestID=20130905)

The Department of Veterans Affairs (VA) is planning to build clinical decision support modules using precision medicine data to guide points of care. The VistA-4 project will be the first project in the VistA Evolution Program. VistA-4 will focus on syntactic, semantic, and process interoperability, care coordination, the integration of ancillary services, and meaningful use. VistA-4 will rely upon infrastructure components, data models, and services that support an open, modular, extensible Electronic Health Record (EHR) platform allowing the VA to provide high quality solutions at increased speed and decreased cost. The resulting system will be flexible and agile, accommodating new technology advances and achieving optimal results more efficiently.

[**NSR 20110707 Genomic Information System for Integrated Science (Genisis2)**](http://DNS/nsrd/Tab_GeneralInfoView.asp?RequestID=20110707)

The VA is establishing its leadership in genomic medicine by undertaking a ground-breaking genomic medicine program, called the Million Veteran Program (MVP). MVP was launched at the VA Boston Healthcare System on January 5, 2011, followed by eight other Vanguard sites at the end of February 2011. The logistics of enrollment, data collection, and transfer were optimized at these sites. National rollout of MVP was announced in May 2011 with eighteen additional sites. The sites received training in April 2011, and the system was launched during June and July 2011.

[**NSR 20110706 VA Informatics and Computing Infrastructure (VINCI)**](http://DNS/nsrd/Tab_GeneralInfoView.asp?RequestID=20110706)

The VA Informatics and Computing Infrastructure (VINCI) program is intended to fulfill the need of the VA research community for a secure and powerful analytical environment that provides access to appropriate data. The VINCI program will provide data, data analysis tools, software, software development tools, and support for VA researchers and will specifically expand the VA capability for informatics research.

[**NSR 20141102 VINCI Enhancements**](http://DNS/nsrd/Tab_GeneralInfoView.asp?RequestID=20141102)

The VA VINCI program fulfills the need of the VA research community and business intelligence for a secure and powerful analytical environment that provides access to appropriate data. The VINCI program will provide data, data analysis tools, software, software development tools, and support for VA researchers, and is expanding the capability of the VA for informatics research and business intelligence.

[**MyHealtheVet**](https://DNS/mhv-portal-web/anonymous.portal?_nfpb=true&_nfto=false&_pageLabel=mhvHome)

Currently, MyHealtheVet is the only VA website hosted in a demilitarized zone (DMZ). The MVP needs the ability to recruit, enroll, and manage participants, especially with secure messaging capability.

**There are no known outstanding Red Flag issues.**

The VA established its leadership in genomic medicine by undertaking a ground-breaking program, called the Million Veteran Program (MVP). The MVP was launched on January 5, 2011, and is currently recruiting at 50 VA sites nationally. The goal in the next one to two years is to increase the number of recruiting sites to enable MVP to reach across to more Veterans in geographically disparate locations, as well as enable recruiting of active-duty personnel from the Department of Defense (DoD).

The MVP invites users of the VA healthcare system nationwide to participate in a longitudinal study with the aim of better understanding the interrelation of genetic characteristics, behaviors, and environmental factors, and a Veteran’s health. The goal of the program is to establish one of the largest research resources to date, consisting of blood samples from consenting Veterans and data from questionnaires and electronic health records. This resource will be made available to VA researchers and VA-approved affiliates to pursue genomic discoveries and validation studies that can lead to personalized healthcare for Veterans. Ultimately, over the long term, validated scientific findings will be returned to the medical record to fulfill the potential of personalized medicine—delivery of optimal interventions to patients based on their biological characteristics.

The critical activities for this program are (1) enrolling consenting Veterans to the study, (2) drawing their blood and shipping samples to the biorepository in Boston (Massachusetts Veterans Epidemiology Research and Information Center [MAVERIC]), (3) processing the blood samples and storing the samples under the appropriate environmental conditions, and (4) establishing an electronic system for the integration of research, genomic, specimen, clinical data and self-reported data, and performance of high-power genomic analysis for new discovery and validation.

Genisis2 is the primary Information Technology (IT) component of the project. Genisis2 features a series of applications to facilitate recruitment and enrollment of MVP, automating most study-related logistics, including study enrollment, clinical study data capture, consent, blood sample tracking, and genomic data storage. Genisis2 also provides the secure analytical infrastructure necessary to conduct robust genomic and bioinformatics-related data management and data analysis. This remotely accessible analysis environment will feature a high performance computing cluster or appropriate secure cloud infrastructure with significant storage capacity and tools for scientific analysis of combined genotypic and phenotypic data. A key component of delivering personalized medicine will involve curating relevant genomic information and providing it back to clinicians in the Veterans Health Administration (VHA), along with interpretive materials and tools, either through the Electronic Medical Record (EMR) or other web interfaces for clinical decision support. The return of results to the VA Veterans Health Information Systems and Technology Architecture (VistA) system for decision support is also envisioned in the next three-to-five year plan. The resources provided by Genisis2 will be used for research initiatives to establish processes and expertise around genomic medicine and will provide capabilities that can be built upon as a foundation to deliver personalized medicine within the health care delivery process.

# Product / Project Document/Artifact Repository

Documentation is found in the [Genisis2 Product Document & Artifact Repository](http://DNS/warboard/anotebk.asp?proj=1870&Type=Active).

# Assessment & Authorization SMART Status

Genisis2 security will be reviewed for approval to upgrade from its current Temporary Authority to Operate (TATO) to the Authority to Operate (ATO) certification through the Assessment and Authorization (A&A) process. A&A approval is a prerequisite for ATO certification. Genisis2 will undergo a series of scans and assessment tests to validate security of the software code, the database, and the firewall. The discovery of any “Critical” or “High” risks will be mitigated, and subsequent scans will validate that the risks have been remediated. For Genisis2, Service Level Agreement Modification (SLAM) #16-051 is now in place to engage the support of Enterprise Operations (EO). EO will facilitate the ATO process and collaborate with Genisis2 management to ensure that Genisis2 achieves its ATO certification.

Genisis2 will inherit its security posture from the Pittsburgh and Boston LANs and is covered under the LAN ATO agreements of the two sites. An effort has been started with Enterprise Operations to consolidate the regional ATOs into a national ATO.

Security enhancements are required to meet Federal mandates, for example, the addition of Personal Indentification & Verification (PIV), for controlling access to VA systems by all VA users. In addition, new functionality is added to improve provisioning of Access Control Lists (ACLs) to manage researcher access to study marts. The new security enhancements will meet the two-factor authentication required for ATO certification.

# Physical Support Requirements

Genisis2 will continue to retain its status as a “Medical Device” program, with the intent to remain exempt from the EA Technology Reference Model (TRM) requirements. Because of the high-computational/scientific computing aspects related to investigational genomics, Genisis2 is “isolated” and behind a Virtual Local Area Network (VLAN)/ACL and does not sit on the VA Backbone; therefore, Genisis2 shall meet the criteria required of a Medical Device Isolation Architecture.

Genisis2 Recruitment and Enrollment, Scientific, and LIMS environments are physically located at 2 sites:

1. VA Boston Health Care System (Jamaica Plain)
2. Pittsburgh Health Care System

The physical support requirements are different for the environments of Genisis2.

**Genisis2 Recruitment and Enrollment & LIMS Environments**

The VA host system will provide Genisis2 with at minimum incremental backups Monday through Friday and full backup processing once a week. Clones or copies of the backups will be sent offsite for safekeeping in a VA approved storage container. The below requirements will support Genisis2:

* Designed to facilitate database backups within a corporate data center environment
* Designed to be reloaded from a backup image and placed back into service
* Designed to separate the operational site from the disaster recovery site
* Able to replicate the Genisis2 data from the operational site to the disaster recovery site in near real time
* Receive disaster recovery support at a minimum of “Essential Support.”That is, the capability of recovering applications within a 72-hour period with data being restored from the last backup.

**Genisis2 Scientific Environment**

Scientific data for Genisis2 needs tiered storage with a tiered storage and recovery management system that allows for critical data to be well protected and appropriately available.

* Tier 1 Storage: Includes, mission critical data, replicated/mirrored with daily incremental backups for a minimum of 30 days. Monthly snapshots should be maintained for 1 year. DR plan to include at least two storage locations.
* Tier 2 Storage: Includes analysis data designated for longer term storage on the HPC compute cluster vLAN. Daily backup for a minimum of 7 days, with weekly snap shots maintained for 3 months. Disaster recovery (DR) plan to include at least two storage locations.
* Tier 3 Storage: Scratch space. No backups.
* Tier 4 Storage: Archival of designated raw data for very infrequent access.

**Table 1: Physical Support Requirements**

| **System Component Query** | **Description** |
| --- | --- |
| **Racks** | 8 Dell 4220 42U Rack  8 16 Port Keyboard/Video/Mouse Digital Switch, 2161DS/2 PowerEdge  6 SMART UPS 20KVA RT RM 208V  6 APC SMART-UPS 3000VA USB |
| **Servers** | 188x Dell PowerEdge M610 Blade Server; Specs: 96GB Memory (12x8GB),(2x) Intel Xeon X5650, 2.66Ghz, 12M Cache; 146GB 15K RPM Serial-Attach SCSI 6Gbps 2.5in (147 in Pitt, 41 in JP)  11 Blade Chassis M1000e (9 in Pitt, 2 in Boston)  11 Blade Chassis  EMC CX4 -240  DNS  DNS  DNS  HPC COMPUTE NODES (QTY 16)  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  DNS  1x Dell PowerEdge R510; specs: 16GB Memory (8x2GB), 1333MHz Dual Ranked RDIMMs, 2x Intel XeonE5620 2.4Ghz, 12M Cache,Turbo, PERCH200i Controller, and PERC H200 Integrated RAID (server is MIA)  3x Dell R810 Chassis for up to Six 2.5-Inch Hard Drives; specs: 256GB Memory (32x8GB), 2x Intel Xeon E7540 2.00GHz, 146GB 15K RPM Serial-Attach SCSI 6Gbps 2.5in, 18M cache, PERC H700 Integrated RAID Controller, 512MB Cache, Qlogic 2560 Single Channel 8Gb Optical Fiber Channel HBA (3x in Boston) |
| **Storage** | 1x Dell/EMC CX4-240c FC8, 10Gb iSCSI Storage Processor Enclosure;1x E-FC4 Disk Array Enclosure; E-Five 600GB 15K RPM Fibre Channel 4Gbps 3.5-in; 10x E-600GB 15K RPM Fibre Channel 4Gbps 3.5-in HotPlug Hard Drive; 5x E-FC4 Disk Array Enclosure forCX4 Arrays (224-0288); 15x E-600GB 15K RPM Fibre Channel 4Gbps 3.5-in; 13x 2 TB SATA Barracuda LP Internal; Hard Drive qty 20. Total 160.  10x Dell/EMC Isilon IQ 12000X INFINIBAND (6 in PITT, 4 in JP)  1x IQACCELERATOR-X-NR-HW (1 in JP)  1x NetApp 2xFAS6240; 21x ds4243 Disk Shelf arrays enclosures (Pitt) |
| **Service** | E-Navisphere Manager License for CX4-240, ONEFS, Red Hat, VMWare |
| **Protocol** | TCP, HTTPS |
| **Database** | SQL Server 2008 Enterprise Edition, .NET 4.0, Visual Studio 2010  DNS  DNS |
| **Port Number** | 5x Arista 7508 BUNDLE CHASSIS 4X2900PS 6XFABRIC 6XFAN 1XSUPERVISOR (A3760359); SUPERVISOR MODULE FOR 7500 SERIES CHASSIS (A3760363); 48PORT 10GBE SFP WIRE-SPEED LINECARD FOR 7500 SERIES (1Pitt)  2x PowerConnect 8024F, 24 10 GbE SFP+ Ports, Four Combo Ports (224-6406)  4x PowerConnect 8024F, 20 GbE Ports Managed Switch, 10GbE and Redundant Stacking Capable (for M1000e chassis) (3 at PITT; 3 in JP)  4x PowerConnect 6248, 48 GbE PortManaged Switch, 10GbE and Stacking Capable (222-6714) (2 in PITT, 2 in JP)  4x Brocade 5100 24-32-40 Port FC8Switch (224-0453) (for CX4-240c) (2 at PITT, 2 at JP)  2x QLOGIC 9024CU-24 PORT DDR SWITCH (for Isilon IQ12000) (2 in JP)  4x PowerConnect Managed Switch 24 10GbE Ports, Redundant (224-3169) (for M1000e chassis)  3xArista 7548s-LC; 48port 10GbE SFP+wire-speed 7500 series (for NetApp in Pitt) |

# Primary Operational Support Entities & FTE

Table 2: Operational Support Staff

| Name | Role | Gov or non-Gov? | FTE (man-hours/yr) | Org | Contact Info |
| --- | --- | --- | --- | --- | --- |
| TBD | Wildfly Administrator/ JBPM | Non-Gov | 826.66 hours | EO | TBD |
| TBD | Unix Systems Administrator | Non-Gov | 826.66 hours | EO | TBD |
| TBD | NGINX Administrator | Non-Gov | 413.33 hours | EO | TBD |
| TBD | Windows SQL Server Administrator | Non-Gov | 413.33 hours | EO | TBD |

| Complexity | Description |
| --- | --- |
| Low Complexity | Max time is *30 minutes per site X 131 sites = 65.5 hours* |
| Medium Complexity | Max time is *1hour per site X 131 sites = 131 hours* |
| High Complexity | Max time is *2 hour per site X 131 sites = 262 hours*  There will be a post-config tasks. |
| Very High Complexity | Max time is *3 hour per site X 131 sites = 393 hours*  There will be a post-config tasks. |

# Responsibility Matrix (Operational Roles and Responsibilities)

**Table 3: Genisis2 Operational Roles and Responsibilities**

| **Role** | **Responsibilities** | **Filled By Project Team Member** |
| --- | --- | --- |
| VA Project Manager | Overall Genisis2 Project Manager duties. | Katie Thomas |
| IPT Chairs and Co-Chair | * Ensure project reporting. * Ensure senior leadership support and continuity. * Provide oversight to development of the IPT. * In the event the IPT is unable to achieve consensus, act according to the voting mechanisms described above. | Dr. James Breeling  Kimberly Nix |
| IPT Core Members | * Being fully empowered, serve as principal liaison between the organization represented and the Appeals Modernization. Be prepared to provide expertise about your organization and have the authority to commit resources and make decisions. * Implement the project according to the schedule and within the constraints of the budget assigned. * Be engaged and willing partners to support the project. * Attend all meetings, lockdowns, and summits. * Provide input, review, and approve all documents and the overall project plan. * Provide sub-group staffing and teams to develop work products and deliverables. * Identify required organizational processes for review of all documents and decisions. Escort Appeals Modernization documentation through these processes to facilitate timely execution for decision making. * Report progress to senior leadership. | See IPT Charter for membership |
| ProSphere Project Support | Provide program level support to VA PM through Milestone 1 Provisioning Project Management Accountability System (PMAS) phases and/or Critical Decision 1 of the Veteran Focused Integration Process (VIP). Also provide standard PMO services for the length of their task order. | Prosphere IPT Support Team Members |
| ProSphere Tek Project Support | Provide program level support to VA PM through Milestone 1 PMAS phases and/or Critical Decision 1 of the VIP. Provide acquisition, budgeting, and PWS support. Transition to cover traditional PMO support once Engility leaves project, | ProSphere Tek IPT Support Team Members |

# Recurring Contracts, Licenses, and Warranties

Table 4 list the known contracts at this time. In the future, other contracts may be added, modified, or deleted by the Genisis2 Management team.

**Table 4: Contracts**

| **Agreement** | **Details** |
| --- | --- |
| **Item/Service Description**  **Incl. Contract Number** | SLAM 15-176 GIS (H00) Enterprise Operations Systems Admin Support for Genisis |
| **Vendor** | Enterprise Operations |
| **Period of Performance** | 1 May 2015 – 30 April 2016 |
| **Annual Cost $** | $195,705 |
| **Option (Specify # of options and cost)** | TBD |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | No transfer planned |
| **Date of COTR Transition Meeting** | N/A |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | N/A |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - NetApp hardware and software license renewal and maintenance |
| **Vendor** | NetApp, Inc. |
| **Period of Performance** | Last hardware refresh/upgrade came with a 3-year maintenance, and hence, we may not need this line item until 2017. |
| **Annual Cost $** | $150,000 |
| **Option (Specify # of options and cost)** | TBD |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | N/A |
| **Date of COTR Transition Meeting** | No transfer planned |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | Last hardware refresh/upgrade came with a 3-year maintenance. |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - Informatica software license and maintenance renewal; Contract number:  NNG07DA46B VA118-13-F-0027 |
| **Vendor** | Alvarez & Associates, LLC [Informatica Corporation] |
| **Period of Performance** | option year 3 left 2/15/16 to 2/14/17 |
| **Annual Cost $** | $59,940.79 |
| **Option (Specify # of options and cost)** | option year 3 left |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | No transfer planned |
| **Date of COTR Transition Meeting** | N/A |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | 1 option year left on this contract |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - SAS software license and maintenance renewal; Contract number: VA118-15-F-0417 |
| **Vendor** | Executive Information Systems, LLC [SAS Institute Inc.] |
| **Period of Performance** | Contract expired on 9/30/15 |
| **Annual Cost $** | TBD |
| **Option (Specify # of options and cost)** | TBD |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | No transfer planned |
| **Date of COTR Transition Meeting** | N/A |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | Need new contract |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - LIMS software license and maintenance renewal; Contract number: NNG07DA46B VA118-13-F-0027 |
| **Vendor** | Alvarez & Associates, LLC |
| **Period of Performance** | Option year 1 executed and expires on 2/14/16 |
| **Annual Cost $** | $59,940.79 |
| **Option (Specify # of options and cost)** | No more options |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | No transfer planned |
| **Date of COTR Transition Meeting** | N/A |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | Need new contract |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - Infrastructure Sustainment personnel to support MVP Booz Allen: Contract number: VA118-1008-0051 |
| **Vendor** | Booz Allen Hamilton Inc. |
| **Period of Performance** | Contract expires 6/4/16 |
| **Annual Cost $** | $746,642.76 |
| **Option (Specify # of options and cost)** | No option years |
| **Current COTR name** | TBD |
| **Future COTR (after transfer)** | N/A |
| **Date of COTR Transition Meeting** | N/A |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | Current option period ends on 6/4/16. Need new contract, and hence, need to develop PWS. As Genisis2 is growing. Would prefer an IDIQ type of contract for sustainment against which we can obligate multiple tasks, as and when needed. |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - JMP Genomics software license and maintenance renewal; Contract number: VA118-15-F-0154 |
| **Vendor** | Executive Information Systems, LLC [SAS Institute Inc.] |
| **Period of Performance** | Expires 6/29/16 |
| **Annual Cost $** | $13,632.00 |
| **Option (Specify # of options and cost)** | No option years |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | N/A |
| **Date of COTR Transition Meeting** | No transfer planned |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | Need recompete contract - all prior options expired |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - LSF Software Warranty and Maintenance Support for HPC; Contract number: NNG07DA43B  VA118-15-F-0096 |
| **Vendor** | Fedstore Corporation, Inc. [International Business Machines Corporation] |
| **Period of Performance** | Expires 4/30/16 |
| **Annual Cost $** | $21,243.83 |
| **Option (Specify # of options and cost)** | No options |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | N/A |
| **Date of COTR Transition Meeting** | N/A |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | Need recompete contract - all prior options expired. We may need to buy more, because Genisis2 will expand to a second site. |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - Hardware Warranty and Maintenance Support for HPC; Contract number: VA118-15-F-0010 |
| **Vendor** | Three Wire Systems, LLC |
| **Period of Performance** | One option year left 11/21/2015 to 11/20/2016 |
| **Annual Cost $** | $144,769.85 |
| **Option (Specify # of options and cost)** | One option year left |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | N/A |
| **Date of COTR Transition Meeting** | No transfer planned |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** |  |
| **Item/Service Description**  **Incl. Contract Number** | Genisis - MATLAB software license and maintenance renewal; Contract number: NNG07DA45B  VA118-15-F0041 |
| **Vendor** | ThunderCat Technology, LLC [The MathWorks, Inc.] |
| **Period of Performance** | Expires 6/30/16 |
| **Annual Cost $** | $31,892.98 |
| **Option (Specify # of options and cost)** | No options |
| **Current COTR name** | Greg Muldoon |
| **Future COTR (after transfer)** | N/A |
| **Date of COTR Transition Meeting** | N/A |
| **Date of Contract Transfer** | N/A |
| **Comments or Description** | Need recompete contract - all prior options expired |

# Electronic Inventory List and Asset Management

The inventory will be maintained by the Pittsburgh EIL station 646 and Boston EIL station 523. Additional inventory and assets will be evaluated by the Genisis2 management team.

# Service Level Requirements

Information on Service Level Requirements can be found in the [Genisis2 Business Requirements Document](http://DNS/projects/genisis/Library/Forms/AllItems.aspx?RootFolder=%2fprojects%2fgenisis%2fLibrary%2fGenISIS%202%2e0%2fBRD&FolderCTID=0x012000E370FA0EF8A7CF4BB124BDEB789A25AF&View=%7b18187E30%2d3F6E%2d4F52%2dAEF1%2d49EBF9269F0D%7d). The new or updated Service Level Agreements (SLAs) will be determined by the Genisis2 management team.

# End User Support and Training

The following table lists the training requirements, as stated in the [Genisis2 Business Requirements Document (BRD)](http://DNS/projects/genisis/Library/Forms/AllItems.aspx?RootFolder=%2fprojects%2fgenisis%2fLibrary%2fGenISIS%202%2e0%2fBRD&FolderCTID=0x012000E370FA0EF8A7CF4BB124BDEB789A25AF&View=%7b18187E30%2d3F6E%2d4F52%2dAEF1%2d49EBF9269F0D%7d).

**Table 5: Training Requirements**

| **Identifier** | **Brief** **Name** | **Requirement** |
| --- | --- | --- |
| 429609 | Training Curriculum | The training curriculum provided by the applicable Program Office shall state the expected training and task completions time(s) for primary users and secondary users to become proficient at using any IT application or system that is enhanced or created as a result of this NSR. |
| 429610 | Training Curricula\_User Manuals\_Training Tools | All training curricula, user manuals, and other training tools, shall be developed and/or updated by the applicable Program Office(s) and delivered to all levels of users prior to release of any IT application or system that is enhanced or created as a result of this NSR. The curricula shall also reflect necessary updates to business processes and procedures that are changed as a result of this NSR. |
| 392387 | Training Curriculum | The training curriculum shall be provided in two hours or more of training time for primary users and secondary users to become proficient at using the application(s). (As applicable.) |
| 392375 | Program Office Training | All training curricula, user manuals, and other training tools shall be developed/updated by the Program Office and delivered to all levels of users four weeks in advance of the release of the enhancement through mediums that will best support the sharing of information to all affected staff. (As applicable.) |

# Lifecycle Support Requirements

PMO to address this section.

# Architecture / Dependencies

Refer to the Genisis2 SDD for details of architecture/dependencies. The approved Genisis2 System Design Document (SDD) V 3.0 was delivered in June 2017 and is located on the [Genisis2 TSPR project page](http://DNS/warboard/anotebk.asp?proj=1870&Type=Active) and on the [Genisis2 SharePoint site](http://DNS/projects/genisis/Library/GenISIS%202.0/SDD/ETMSS_GenISIS_2%200_SDD_v1.0_03_03_2016.docx).

# Anomaly / Risk Summary

Refer to the [Genisis2 risk registry](http://DNS/projects/genisis/Library/Forms/AllItems.aspx?RootFolder=%2fprojects%2fgenisis%2fLibrary%2fGenISIS%202%2e0%2fRisk%20Register&FolderCTID=0x012000E370FA0EF8A7CF4BB124BDEB789A25AF) for the risk summary. Future architectural reviews will determine Genisis2 full ongoing compliance with the OIT Enterprise Architecture.

Risks and issues are solicited from management and team members to ensure any risks associated with delivery are identified early and proactively mitigated. The status of Genisis2 risks and issues are reviewed and updated weekly and escalated to senior management as appropriate. Below are the top Genisis2 tracked risks and issues that have potential impacts to successful delivery and deployment readiness.

Details of the Genisis2 risks are outlined in the Genisis2 Risk Register.

Risks for Genisis2 include:

1. If emergent VA data-at-rest encryption requirements demand unplanned resources for implementation, then the Genisis2 project schedule may be impacted.
2. If plans or schedules for externally dependent projects cannot accommodate required activities for Genisis2, then schedule delays or scope reduction may occur.
3. If consumer or producer resources (including personnel, network, and data connections) are not 100% available, then a schedule delay may occur, or scope may be reduced.

# OAP Signatures

*Once the text of the Operational Acceptance Plan is finalized and approved, signature pages will be added by the Lifecycle Management team. The ESE Lifecycle Manager will then circulate the document to all appropriate parties for their signature. The project teams should NOT collect signatures for this document.*

REVIEW DATE:

SCRIBE:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Team Project Manager (Katie Thomas) Date

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SDE PAO Project Manager (Karen Leake) Date

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Receiving Organization (Operations Support) Date

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Product Support Date

1. Appendix A – Responsibilities of the Programmatic System Owner

* Coordinate sustainment efforts
  + Serve as overall point person for sustainment of the product
  + Coordinate the efforts of all entities involved in product sustainment, including Product Support, Enterprise Operations, Field Operations, a vendor, Network Security and Operations Center, National Service Desk, Enterprise Systems Engineering, and Product Development
  + Act as liaison to the business owner
* Manage sustainment budget
  + Assure continual funding for all aspects of sustaining the product, such as hosting, application maintenance, enhancements, and hardware refreshes
  + Coordinate with ITSM assuring sustainment budget for out years
* Manage contracts for hardware, software, maintenance, etc.
  + Serve in PM role and assure a Contracting Officer Representative (COR) is assigned for sustainment contracts
  + Coordinate with the Technology Acquisition Center (TAC) as necessary
  + Coordinate with vendor(s) as necessary
  + Assure renewal of contracts and develop future sustainment contracts as needed (develop acquisition packages and coordinate technical evaluations)
  + Review and accept contract deliverables in tandem with COR
  + Assure invoices are approved timely
  + Assure service level agreement (SLAs) are met
* Ensure upgrades are planned and performed
  + Coordinate the implementation schedule for upgrading layered application components, including when to apply new releases from commercial-off-the-shelf (COTS) vendors
  + Liaise the scheduling of needed downtime with all affected parties
* Ensure hardware refreshes
  + Monitor technology advancements associated with and/or affecting the product
  + Determine when to refresh hardware – work with business owner to request funding in timely manner and establish refresh projects as necessary
* Handle disaster procedures
  + Orchestrate determination of when to declare a disaster and invoke disaster procedures in tandem with business owners, IT leadership and system administrators
  + Orchestrate determination of when to resume normal operations and execute the rollback strategy with business owners, IT leadership and system administrators

Template Revision History

| Date | Version | Description | Author |
| --- | --- | --- | --- |
| May 2015 | 1.8 | Migrated to latest artifact template, edited for Section 508 conformance, and remediated with Common Look Office tool | Process Management |
| February 2015 | 1.7 | Streamline Sections 7, 11 & 11  Inserted New Section 6  Removed Old Sections 13 & 14 | ESE Lifecycle |
| January 2015 | 1.6 | Disclaimer added to Section 10 regarding effect of embedded TCO calculator on Section 508 conformance | Process Management |
| December 2014 | 1.5 | Update to latest Section 508 conformance guidelines and remediated with Common Look Office tool | Process Management |
| October 2014 | 1.4 | Change references of AITC to CDCO | Process Management |
| May 2014 | 1.3 | Added PSO Requirement, 508 Compliance Req, Performance Test Req, VistA Patch LOE Req | ESE Lifecycle |
| May 2013 | 1.2 | Updated some of the fields per SMEs guidance’s | Process Management |
| March 2013 | 1.1 | Updated to current ProPath documentation standards and edited for Section 508 conformance | Process Management |
| January 2013 | 1.0 | Initial Version | PMAS Business Office |