

# Instructions for Department of the Navy Request for Authorization for Obligation of Funds for Data Servers and Data Centers in Accordance with Public Law 112-81, NDAA FY12 Section 2867, 31 December 2011

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## General Information

1. Information Technology Procurement Request (ITPR) Number:  
***This is the procurement request number assigned within the ITPR System (currently NAV-ITAS or ITPRAS)***
2. Requesting Organization (Echelon II or Major Subordinate Command):  
***This is the Flag /General Officer Command that is requesting the procurement.***
3. Principal Point of Contact for this request:
  - a. Name: ***Self Explanatory***
  - b. E-mail: ***Work email address (Typically will end in .mil)***
  - c. Phone: ***Work Phone Number (Include area code; if overseas, give DSN)***

## Executive Summary

The Executive Summary should include a short description (including quantity, company, make, and model) of the obligation(s) [The What], the function/requirement that the obligation(s) will fulfill [The Why], the period of performance (for labor/service support contracts) [The When], and if required the impact to the mission if the request is not approved [this should be at the end]. No Longer than a half page in length

*Format: This (command name) request is for..., it will support/perform the function of..., the period of performance is ##/##/#### to ##/##/####. \*\*MISSION IMPACT\*\* If this request is not approved... .*

### Examples:

- *This (command name) request is for the annual renewal and upgrade of 16 MICROSOFT Windows Server software licenses from the current Server 2012 operating system to Server 2016.*
- *This (command name) request is for two (2) DELL PowerEdge R740 servers to support the tech refresh and replacement of existing end-of- life server hardware.*
- *This (command name) request is for three (3) DELL PowerEdge R630 servers and three (3) VMWARE Horizon software licenses to tech refresh existing end-of- life hardware and support the (program names)'s compliance with the DON CIO's virtualization policy.*
- *This (command name) request is for (contractor name) IT support service labor to provide IT management and operations support for the (command, program or system name)'s data center operations for the period of: 29 Sep 2018 to 29 Sep 2019.*

### NOTES:

- Spell out each acronym the first time. An acronym may be well known within your organization, but not at the Secretary of the Navy (SECNAV) and/or Department of Defense (DoD) level.
- **\*\*\*ELA STATEMENT\*\*\*** Use the following statement in the executive summary to confirm compliance with DON Enterprise License Agreement policy:
  - Per DON CIO Memorandum, "Mandatory Use of Department of the Navy Enterprise Licensing Agreements", of February 22, 2012, this procurement will utilize established DoD/DON acquisition vehicle(s) including ESLs, ELAs, DoD ESI, and Joint Enterprise License Agreements (JELAs), as they become available, to maximize potential cost savings.

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- **\*\*\*REUSE STATEMENT\*\*\*** Use the following statement in the executive summary to confirm compliance with DON reuse policy:
  - Existing data center and/or data server capacity and capabilities available for use within the DON and DoD have been screened and determined not to meet the requirements of this ITPR.

### Additional Examples:

#### Hardware Example:

This (command name) request is for two (2) DELL PowerEdge R520's, three (3) CISCO Catalyst 3850 switches, and six (6) Gigabit NIC cards to replace existing end-of-life hardware used to support the Host Based Security System (HBSS) at the (data center name). **\*\*\*MISSION IMPACT\*\*\*** The current end-of-life servers and switches can no longer be covered under hardware maintenance and may cease operation at any time without notice leaving the data center without DoD mandated HBSS services protection creating possible security risks. **\*\*\*REUSE STATEMENT\*\*\*** Existing data center and/or data server capacity and capabilities available for use within the DON and DoD have been screened and determined not to meet the requirements of this ITPR.

#### Hardware Example:

This (command name) request is for two (2) DELL PowerEdge R820 Servers to tech refresh and replace four (4) existing end-of-life servers and will reduce the overall physical server footprint. These servers are required to support development, test, and evaluation of RDT&E database applications, residing within the RDT&E Unclassified centrally managed boundary for the (command name) RDT&E Lab prior to deployment on production servers hosted at DISA. Servers will be used to mirror the production server set up provided by DISA. **\*\*\*MISSION IMPACT\*\*\*** Without these servers, development and testing will not be possible leading to substandard products being deployed to the users. The production servers at DISA are in use 24/7. This means that any updates need to be executed quickly and effectively in order to minimize the impact to the users. **\*\*\*REUSE STATEMENT\*\*\*** Existing data center and/or data server capacity and capabilities available for use within the DON and DoD have been screened and determined not to meet the requirements of this ITPR.

#### Software Example:

This (command name) request is for four (4) Oracle Glass Fish Server Software licenses and associated software maintenance for the (system name) system. Glassfish is used to access (system name) data to verify fielded equipment is properly calibrated within standards. Period of performance for the software maintenance is: 07/01/2018 to 06/30/2019. **\*\*\*MISSION IMPACT\*\*\*** Failure to approve this request will compromise the (command name)'s ability to meet its mission requirement for the (system name) to track and maintain standards used to ensure equipment used in the field is properly calibrated. **\*\*\*ELA STATEMENT\*\*\*** Per DON CIO Memorandum, "Mandatory Use of Department of the Navy Enterprise Licensing Agreements," of February 22, 2012, this procurement will utilize established DoD/DON acquisition vehicle(s) including ESLs, ELAs, DoD ESI, and Joint Enterprise License Agreements (JELAs), as they become available, to maximize potential cost savings.

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## Other (Consumables) Example:

This (command name) request is for the purchase and installation of (120) Liebert Uninterruptible Power Supply (UPS) batteries and associated parts and hardware maintenance to replace existing end-of-life battery hardware. The period of performance for installation is 06/01/18 to 10/30/19. \*\*\* MISSION IMPACT\*\*\* If this request is not approved there will be a high probability of Data Center outage if power is lost. The UPS protects the Data Center from power outages, surges, spikes, and brownouts. The current battery bank has reached its recommended lifespan of four years and will no longer be reliable in maintaining the load. The UPS is used for a backup power source and manages power surges for all of the servers and network equipment in the Data Center.

## Software Service Support Example:

This (command name) request is for the annual renewal of existing Red Hat software maintenance. This contract supports existing assets within the (command name) RDT&E Unclassified Network infrastructure. Period of Performance is 6/1/2018 – 5/31/2019. \*\*MISSION IMPACT\*\* Without the support and maintenance of these assets (command name) Scientists, Engineers and Technicians will be unable to use the RDT&E Network, causing a critical impact to mission

## Migration to another Data Center w/Business Case Analysis (BCA) Example:

This (command name) request is to pay SPAWAR for the migration of the (system/application name/s) from the (current data name) to the (proposed Commercial, Federal, DoD or DON data center name). The required Business Case Analysis (BCA) to support the migration site selected is attached. This funding is to proceed with the engineering assessment and establishment of the hosting service for (proposed data center hosting environment name) via SPAWAR. This funding is also for the modernization, virtualization and compliance costs performed by SPAWAR to execute the migration. \*\*\*MISSION IMPACT\*\*\* If this request is not approved, the (system/application name/s) will remain in the legacy data center, the data center consolidation plan will not be completed, and full savings potential will not be realized.

## Storage Example:

This (command name) request is to purchase two (2) NETAPP Storage Appliances and one (1) NETAPP Enterprise Network Storage System with auxiliary components, and Net App Software Bundles, along with one year of NETAPP hardware maintenance and training credits required to archive and maintain data in support of the (system name) system at (data center name). The service support Period of Performance is 12/01/2018 to 11/30/2019. \*\*\*MISSION IMPACT\*\*\* These NETAPP devices will replace the end of life Net App Storage Area Network devices, and will provide an increase in capacity by doubling available storage to meet expected mission requirement growth. \*\*\*REUSE STATEMENT\*\*\* Existing data center and/or data server capacity and capabilities available for use within the DON and DoD have been screened and determined not to meet the requirements of this ITPR.

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## Component CIO Assertions

These questions relate directly to requirements in the National Defense Authorization Act (NDAA) for Fiscal Year 2012, Section 2867, "Data Servers and Centers." These are simple Yes/No responses that require no elaboration.

1. Were there existing resources within the Department of Defense that could have affordably and practically been used or modified to meet the requirements addressed through the obligations? (Yes/No)

***This question is asking if the requirements can be met by a capability that is already in place: If the answer "Yes," then this request is wasteful and duplicative and should not be routed/approved.***

2. Answer whether the following efficiency objectives, if any, were met through the obligations:
  - a. Leads to a reduction in the square feet of floor space devoted to information systems technologies, attendant support technologies, and operations within data centers (Yes/No)
  - b. Represents a reduction in the use of all utilities necessary to power and cool information systems technologies and data centers (Yes/No)
  - c. Represents an increase in multi-organizational utilization of data centers, information systems technologies, and associated resources (Yes/No)
  - d. Represents a reduction in the investment for capital infrastructure or equipment required to support data centers as measured in cost per megabyte of data storage (Yes/No)
  - e. Represents a reduction in the number of commercial and government developed applications running on data servers and within data centers (Yes/No)
  - f. Represents a reduction in the number of government and vendor provided full-time equivalent personnel, and in the cost of labor, associated with the operation of data servers and data centers (Yes/No)

***The answer should be a simple "Yes" or "No." Honestly answering "No" to every question is acceptable.***

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## Obligation Details

Use the table below to provide details regarding the obligations. Do not combine entries for any requested information (i.e., use separate rows for each data center, Unique Investment Identifier (UII) combination, and item detail). Add rows as necessary, but do not otherwise modify the table.

**Table 1 - Obligation Details**

Description of the Obligation

***This should be short description of what is actually being purchased. Typically, hardware will be listed with "brand name or equal," unless a Justification & Approval (J&A) template has been submitted and approved. Examples include:***

*Make/Model (brand name or equal)  
Oracle SPARC T5-4 Server - Part Number 7104209  
SPARC T4-2 Server - Part Number 7105433  
CRYSTAL 2U BOX SERVER  
HP Carepack Hardware Maintenance  
HP CarePack UM385PE  
Oracle Glass Fish Software Maintenance  
Vmware Vcenter Server 5 Standard  
Support Subscription for Vcenter Server 5 Standard (Software Maintenance)  
VMware VSphere with Operations Management  
VMware Support Subscription (Software Maintenance)  
EMC Hardware Maintenance  
Dell Pro Support EqualLogic (Software Support)  
Dell Pro Support (Hardware Support)*

Data Center Name

***This should be the official name of the data center, as recorded in the DoD Data Center Inventory Management (DCIM) system.***

Data Center Unique ID

***This should be the official Data Center Unique ID, as recorded in the DoD Data Center Inventory Management (DCIM) system.***

## Funding Details

Unique Investment Identifier (UII)

***This identifies the funding account that will be used to pay for the procurement (similar to a checking account number). The UII must be obtained from your Financial Manager in order to ensure that the correct number is given.***

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## Treasury Code

***A Treasury Code is a number code that identifies the type of funds (commonly called the “color of money”). Select from the drop-down list the type of funds that are being used for this procurement. [Additional information about Treasury Codes can be found in the Treasury Financial Manual (TFM) or from your organization’s financial manager.]***

- O&M, Navy (1804)
- O&M, Navy Res (1806)
- Other Proc, Navy (1810)
- WCF, Navy (493002)
- O&M, MC (1106)
- O&M, MC Res (1107)
- Procurement, MC (1109)
- Mil Con, Navy (1205)
- RDT&E, Navy (1319)
- Res Pers, Navy (1405)
- Mil Pers, Navy (1453)
- Aircraft Proc, Navy (1506)
- Shipbuild&Conv, Navy (1611)
- FY 2005 BRAC - Navy (051202)
- Prior BRAC (051602N)
- Fam Hsg O&M, N/MC (0735)
- Envir Rest, Navy (0810)
- MERHFC, Navy (1000)

## Fiscal Year Appropriated

***The answer should identify the fiscal year of the funds that will be used for this procurement. For example, Operations & Maintenance funds are typically good for one fiscal year (FY); therefore, they would be the current FY, or the current FY+1. Research Development Test & Evaluation (RDT&E) funds are typically good for two years; therefore, they would be the current FY-1, current FY, or current FY+1. Procurement funds are typically good for three years; therefore, they would be the current FY-2, current FY-1, current FY, or current FY+1. Select from the drop-down list.***

- 2016
- 2017
- 2018
- 2019
- 2020
- 2021
- 2022
- 2023

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## Item Details

Item Type

***This applies a generalized category to the item that is being procured. Nearly all items fall into one of the following categories. The "Other" category should be used VERY sparingly. Select the best choice from the drop-down list.***

- Physical Server
- Virtual Host
- Operating System Software
- Virtual Host Software
- Data Center Management Software
- Data Storage Equipment (e.g., SAN, NAS, DAS, etc.)
- Network Equipment (e.g., router, switch, etc.)
- Cyber Security Equipment (firewalls, encryption, etc.)
- Facility Infrastructure (e.g., power, HVAC, cabling, etc.)
- Data Center Operations and Maintenance Support (i.e., labor)
- Hosting Fees (DoD, Federal, Commercial, or Other)
- Other

Quantity

***How many units are being procured?***

Unit Cost

***How much does a single unit cost?***

Obligation Total:

***The mathematical product of [Quantity]\*[Unit Cost]***

Total Sum of Obligations

***This total should equal the sum of all of the Obligation totals on the request.***