

**FINDING AID:** 11-402

**RECORD GROUP:** RG 11 - Department of Public Works

**SERIES:** R182-449-1 – Income Security Program Redesign

**BAN Number/BOX:** 2014-00068-9 – Boxes 1-118

**DESCRIPTION:** The finding aid unverified, box number, a file and part number and the file subject.

**INSTRUCTIONS:** The following information is required to order a box:

RG No.:  
BAN No.:  
Box No.:

**DATE:** October 2015

11-402

Income Security Program Redesign

-HRDC

2006-1160  
98-0329 OFRC.

## ISPR PROJECT FILES TO ARCHIVES CANADA

2014-00068-9

FILE NO.	SUBJECT FILE	BOX NO.
<b>Section 1000</b>	<b>General Administration</b>	
ISP 1000		
-1	General Administration	1
ISP 1110	<b>COMMITTEES AND MEETINGS: Preparation, participation etc..</b>	
-1	General	1
-2	Reports on meetings	1
-3	OPSEC Meetings	1
-4	Visual Tools used for Meetings (Transparencies etc...)	1
-5	Project Support Branch - Working Groups	1
-6	Minister/Executive Meetings	1
-7	Solution Procurement	1
-8	OASIS Executive & Management Council Meetings	1
-9	Project Leader's Meeting	1
-10	SPAC Meeting Senior Project Advisory Committee	1, 2
-11	Bi-Weekly reporting to DM	2
-12	ISPR Steering Committee Meetings	2
-13	Escalation Meetings	2
-14	Financial Meetings	2
ISP 1125	<b>CORRESPONDENCE MANAGEMENT</b>	
-1	General (PWGSC & HRDC)	2
-2	Ministerial Inquiries	2
ISP 1150	<b>DIRECTIVES, CIRCULARS &amp; ORDERS: All circulars, directives, instructions, letters, orders, regulations.</b>	
-1	General (PWGSC & HRDC)	3
-2	SIPSS Staff Memoranda/Instructions	3
-3	MCP Project Support Branch	3, 4
-4	Treasury Board Directives and Guidelines	4
-5	SSC Vision	4
-6	Supply & Services Canada (open Bidding, Profit Policy, SPM'S)	4

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
ISP 1250	LEGAL MATTERS: Agreements, copyrights, inventions, licences	
-1	General	4
-2	Project Office	4
-3	Conflict of Interest	4
ISP 1320	ORGANIZATION: Duties, powers, authorities and functions and functions authorized by acts, legislation, guidelines, manuals delegated to the Minister or any persons delegated on his behalf and matters on the organization	
-1	General	4
-2	Procurement Project Team (charts)	4
-3	OASIS Directorate	4
-4	Special Operating Agency - Income Security Programs Proposal	4
-5	Project Support Branch	4
-6	IRB	5
ISP 1410	REPORTS - GENERAL: Administrative reports and statistics.	
-1	General	5
-2	Project Status Report	5
-3	Major Crown Project Organization Study	5
-4	Performance	5
-5	Auditor General	5
-6	Minister's Briefing Book	5
-7	PWGSC Executive Summary	5
ISP 1500	MAJOR CROWN PROJECTS	
-1	Audits	6

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
ISP 1600	ACCESS TO INFORMATION: General information on Access to Information Act, Human Rights Act. ct, Privacy Act, and similiar legislation and also preparation of the necessary documentation for the Privacy Coordinator to reply to records access requests	
-1	General	6 7 8
-2	Newspaper Articles/Communications with Media	
0.1	CONFIDENTIAL Newspaper Articles/Communications	
ISP 1700	BRIEFINGS AND PRESENTATIONS: Information on the activities of the department.	
-1	General (no file)	6 7 8 ↓
-2	Project Office - Briefings to ADM-SOS and DM	
-3	Presentations - General (no file)	
0.1	Government	
0.2	Industry	
0.3	18-Dec-91	
0.4	22-Jan-92	
0.5	30-Jan-92	
0.6	25-Feb-92	
0.7	5-Mar-92	
0.8	24-Apr-92	
0.9	Vancouver Conference, April 22, 1992	
0.10	SPAC - May 19, 1992	
0.11	Paul Dick - May 19, 1992	
0.12	HWC DM - May 20, 1992	
0.13	Team Andersen Debriefing - May 29, 1992	
0.14	Joanne McDuff, Radio Canada - May 29, 1992	
0.15	Regional Directors HWC - July 6/92 Toronto	
0.18	Presentation Montreal/Salon des Achats 2-Oct-92	
0.19	Major Projects Review TBS & Sorensen 14 Oct 92	
0.20	Presentation to Monique Plante DPMs, etc., October 28, 1992 14:00 hrs	
0.21	Treasury Board Presentation Jan. 15/93 - 0900hrs	

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
	0.22 Overview of the Contractual Context - June 2/93 8:30 hrs	7,8 ↓
	0.23 Evaluation Briefing on ISPR June 2/93 - 11:30 hrs	
	0.24 Presentation to D Robertson & B. Campagnole June 23/93	
	0.25 Presentation to DM - July 16/93	
	0.26 Presentation to P. Dick & B. Valcourt - July 20/93	
	0.27 Presentation to SPAC - July 28/93 10:00 hrs	
	0.28 Presentation to BEC and EDS - November 26, 1993; Presentation to Lloyd Axworthy- November 30, 1993	
	0.29 Presentation to Evaluators -May 31, 1993	
	0.30 Presentation for Peter Sorenson -October 14/92	
	0.31 Presentation to Art Silverman- December 3, 1993	
	0.32 Presentation to Noel Bhungara- January 19, 1994	
	0.33 Presentation in Alymer: Explain liabilities falling on Redesign Authorities during implementation	
-4	OASIS Management Briefing to Employees	
-5	Newsreleases Employees	
	0.34 Contract Walkthrough for RIMS - June 27, 1994	
	0.35 Jim Hammer - July 5, 1994	
<b>SECTION 2000: Financial Mngmt Admin.</b>		↓
ISP 2000	FINANCE AND ACCOUNTING:	
	-1 General	8 ↓
	-2 Financial Coding	
ISP 2035	ACCOUNTS PAYABLE: Verification of invoices, statements, billings or of other records claiming payments	
	-1 General	
	-2 Cellular Phones invoices/documentation	
ISP 2280	DEBTS BY OR AGAINST THE CROWN:	
	-1 General (no file)	↓
	-2 Quarterly Reports	

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE			BOX NO.
ISP 2285	DELEGATION OF FINANCIAL AUTHORITY:			8
		Signing authorities identifying the spending, the payments		
	-1	General (HRDC & PWGSC)		
	-2	SIPSS.....		
	-3	Clients		
ISP 2375	FINANCIAL MANAGEMENT REPORT:			
		Reporting actual and planned costs or revenues and provision of information		
	-1	General		
	-2	OASIS		
ISP 2700	PLANNING AND BUDGETING:			
		Preparation, review, assessments of budgets, estimates, forecasts		
	-1	General		
	-2	Budget (Quarterly Reviews)		V, 9
ISP 2820	REMOVAL AND TRAVEL EXPENSES:			
		Authorization to trave, travel allowances, mileage and expense claims		
	-1	General		9
	-2	Staff Travel - General (no file)		9
		0.1	Staff Travel / Filed individually	9
	-3	Staff Foreign Travel - General (no file)		9
		0.1	Staff Foreign Travel / Filed alphabetically	9
<b>SECTION 3000 - Personnel Administration</b>				
ISP 3050	CLASSIFICATION: description of groups and levels of positions			9
	.2.1	Project Office		9

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE				BOX NO.
	.2.2	Miscellaneous (Status Report)			9
ISP 3150	STAFFING: Selection of human resources to achieve objectives.				
	-1	General			10 ↓
	-2	Staffing Actions - General			
	0.2	Staffing Actions / (filed alphabetically) (no file)			
	-3	Staffing Plans / Status Report			
	-4	Resumes			
	-5	Agency Personnel			
	-6	CO-OP Students			
ISP 3200	HUMAN RESOURCES: Inventory, evaluation of personnel assignments, exchange of human resources				
	-1	General			↓
	-2	Improvement Framework			
	-3	Individual Personnel File			
ISP 3400	LEAVE AND WORKING HOURS:				
	-1	General			11 ↓
	-2	Leave - General (includes delegation of authority for such leave)			
	-3	Overtime - General			
ISP 3500	OCCUPATIONAL - HEALTH & SAFETY:				
	-1	General			
ISP 3850	TRAINING AND DEVELOPMENT: Planning, registration and participation in all types of training.				
	-1	General			↓
	-2	Training Plans (no file)			
	-3	Applications			

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
<b>SECTION 4000- DEP'T SUPPORT SERVICES</b>		
ISP 4075	COMMUNICATIONS SERVICES: Costing, procurement, installation, maintenance, operation and use of communications facilities	
-1	General	11, 12 12 ↓
-2	Strategic Communications Plan	
-3	Authorization Codes	
-4	ISPRO Bulletin Board System	
0.1	Files, Bulletins & Messages	
0.2	Dayfile Listings & Statistics	
0.3	Library Information	
ISP 4200	FACILITIES MANAGEMENT: Design and allocation of space, the maintenance of the premises, allocation of parking	
-1	General	
-2	Accommodation	
ISP 4450	MAIL AND MESSENGER SERVICES: Provision of mail, messenger and postal services.	
-1	General	
-2	Courier Services	
ISP 4500	MATERIAL MANAGEMENT: Aquisition, s torage, inventory and disposal of office furniture and equipment, stationery & supplies	
-1	General	
-2	Furniture	
-3	Stationary & Supplies	
0.1	Supplies - Printing - Petty Cash	
		↓



## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.		SUBJECT FILE						BOX NO.
ISP 4600		RECORDS MANAGEMENT:						
	-1	General						12
	-2	ISP Tracking System						13
	-3	Equipment Tracking						
ISP 4725		SECURITY SERVICES:						
		Development, promulgation and administration of security policies, standards and guidelines						
	-1	General						
	-2	Lock Combination/Watchword Keys						
	-3	Industrial Security						
ISP 4825		TRANSLATION SERVICES						
	-1	General						↓
<b>SECTION 7000 - Major Crown Projects</b>								
		Overall planning, management and implementation for major procurement for ISPR						
ISP 7050		MAJOR CROWN PROJECTS- GENERAL						
		Contains general ISP Redesign information and reference information and documentation						
	-1	General						14
	-2	Reference Documentation						
		2.1	OASIS Terms and Conditions					
		2.2	Procurement Plan - Samples					
		2.3	Work Breakdown Structure					
	-3	Meetings with Industry						
	-4	Company Profile						
	-5	GSIN Numeric List						
								↓

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
ISP 7052	ISPR PROJECT: Project submissions and planning, control and administration of the Implementation Contract	
-1	General	14
-2	Memorandum to Cabinet (no file)	14
-3	Memorandum of Understanding (MOU)	14
-4	Project Brief (no file)	14
-5	Treasury Board Submission / Project	14, 15
	0.1 Status Report -Project Definition Phase	15
	0.2 Status Report- Implementation Phase	15
-6	Letter of Interest (LOI) / List of sub-contractors	15
-7	Risk Management	15
-8	Procurement Plan	16
	0.1 GTA Procurement Strategy	
	0.2 Government Telecommunications Agency (GTA)	
-9	Schedules	
-10	Work Plans	
-11	Estimates	
-12	Bids for Project Support and Main Contract for ISPR	
-13	Key Dimension Areas (KDAs) - General	
-14	Work Breakdown Structure (Baseline Project Plan)	
-15	Communication Principles	
-16	Security	
-17	Briefing to Potential Prime Contractors	
-18	Correspondence/HWC/SSC on ISPR	
-19	Outsourcing	
-20	Project Office Organization	
-22	Extended BEC-Program Management Committee (PMC)	16, 17
-23	UI Relations	17
-24	Project Evaluation	
-25	DPM's Weekly meeting	
-26	DPM/PMC's General Info. only	
-27	Monthly Progress Report	
ISP 7054	SUPPORT CONTRACTS: Support contracts related to the ISP Redesign Project.	
-1	General	

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
-2	Accommodation Contract - KPMG	17
-3	Continental (no file) P.I.R.	17
-4	Ted Brown	17
	Ted Brown & Draft RFP	17
-5	Unsolicited Offers	18
-6	Information Technology - Business Modelling Plan SHL Systemhouse	↓
	Business Modelling HST - PM Services	
	Business Modelling HST & Somapro	
-7	Lemmex & Associates Limited	
-8	Employee Profile & Skills Inventory Contract	
-9	Communications Consultant	
-10	Language Quality Advisor	
-11	Grounding Communications	
-12	Project Management Support - Monenco	
	Evaluation Results	
	Progress Claims	
	Progress Reports	
-13	Peripheral Contract Matters	18
-14	CPP Disability Reassessment-DRT SYSTEMS INTERNATIONAL	18, 19, 20, 21
-15	ODHR - Hill & Knowlton Contract	21
-16	ODHR - Organizational Development RFP	21
-17	Document Management Procedures for DATA CENTER	21
-18	Deloitte & Touche (DRT) Contract No. 001ED.V8082-6-0002	21 A
-19	Deloitte & Touche (DRT) Contract No. 002ED.V8048-7-0001/A	Files transferred to PDP/10c1 Dave McAninch
	Progress Claims	
	Deliverables	
ISP 7056	PROJECT DEFINITION - REQUEST FOR PROPOSAL:	
-1	General	22, 22A
-2	Request For Proposal (RFP)	22
-3	Q & A's; Evaluations sub plans	22, 23
-4	Evaluation SHL & EDS proposals	23, 24
-5	Negotiations	24, 25
-6	Debriefing-Andersen Consulting Ltd.	25
-7	Bids on ISPR Project	25 B to G
	(6 Boxes)	

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
ISP 7058	PROJECT DEFINITION CONTRACT ADMINISTRATION--	
	E.D.S OF CANADA LTD	
-1	General (EDS Project Definition Contract)	25A
-2	Contract	25
	0.1 Terms and Conditions	25
	0.2 Annex "A"	26
	0.3 Annex "B"	26
	0.4 Annex "C" (Deliverables)	26
	0.5 Annex "D"	26
	0.6 Other Annexes	26
	0.7 Financial	26
	0.8 Amendments	26
	0.9 Documentation	26, 27, 28
	0.10 Information Requests	29
	0.11 Executive Reviews - Minutes & Agendas	30
	0.12 Progress Reviews - Minutes & Agendas	
	0.13 Progress Reports	
	0.14 Impact Analysis	
	0.15 Concept of Operations	
-3	Multidisciplinary	
	0.1 General	
	0.2 Multidisciplinary Reviews - Minutes & Agendas	
-4	Work Functions and Management Processes	
	0.1 General	
	0.2 WF - Minutes & Agendas	
-5	Organizational Development and Human Resources	
	0.1 General	
	0.2 ODHR - Minutes & Agendas	✓ 31
-6	Training	31
	0.1 General	31
	0.2 Training - Minutes & Agendas	31
-7	Information Technology	31
	0.1 General	31
	0.2 IT - Minutes & Agendas	31
-8	Communications	32
		32

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
	0.1 General	32
	0.2 Comm. - Minutes & Agendas	
-9	Project Management and Quality Assurance	↓
	0.1 General	
	0.2 PM/QA Reviews - Minutes & Agendas	
-10	Industrial and Regional Benefits	
	0.1 General	
	0.2 IRB - Minutes & Agendas	
-11	Quality Management	
	0.1 General	
	0.2 QM - Minutes & Agendas	
ISP 7060	PROJECT DEFINITION CONTRACT ADMINISTRATION-- SHL SYSTEMHOUSE INC.	
-1	General (SHL Project Definition Contract)	32, 33
-2	Contract	33
	0.1 Terms and Conditions	33
	0.2 Annex "A"	33
	0.3 Annex "B"	34
	0.4 Annex "C"	34
	0.5 Annex "D"	34
	0.6 Other Annexes	34
	0.7 Financial	34
	0.8 Amendments	34
	0.9 Documentation	35
	0.10 Information Requests	
	0.11 Executive Reviews - Minutes & Agendas	
	0.12 Progress Reviews - Minutes & Agendas	
	0.13 Progress Reports	
	0.14 Impact Analysis	
	0.15 Concept of Operations	
-3	Multidisciplinary	↓
	0.1 General	
	0.2 Multidisciplinary Reviews - Minutes & Agendas	

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
-4	Work Functions and Management Processes	36
	0.1 General	
	0.2 WF - Minutes & Agendas	37
-5	Organizational Development and Human Resources	
	0.1 General	37
	0.2 ODHR - Minutes & Agendas	
-6	Training	37
	0.1 General	
	0.2 Training Minutes & Agendas	38
-7	Information Technology	
	0.1 General	38
	0.2 IT - Minutes & Agendas	
-8	Communications	38
	0.1 General	
	0.2 Comm. - Minutes & Agendas	38
-9	Project Management and Quality Assurance	
	0.1 General	38
	0.2 PM/QA Reviews - Minutes & Agendas	
-10	Industrial and Regional Benefits	38
	0.1 General	
	0.2 IRB - Minutes & Agendas	38
-11	Quality Management	
	0.1 General	38
	0.2 QM - Minutes & Agendas	
ISP 7062	IMPLEMENTATION CONTRACT PREPARATION	38, 39, 40, 41
-1	General (copy of Proposed ISPR CSDN Contract)	
-2	Implementation Proposal Instructions	38
	0.1 Working File - RFP- Final	
	0.2 Questions and Answers	

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
	0.3 IPI for E.D.S. of Canada Ltd.	38
	0.4 IPI for SHL Systemhouse Inc.	38
-3	Evaluation Plans	42
	0.1 General	
	0.2 Mandatories	
	0.3 Business Case	
	0.4 Contract Service Delivery Network (CSDN)	
	0.5 Integrated Implementation Plan (IIP)	
	0.6 Program Management (PM)	
	0.7 Financial	
	0.8 IRBs	
	0.9 Contractual	
-4	Evaluation	
	1 General	
	2 EDS (proposals- 4 Boxes)	50, 51, 52, 53
	3 SHL	43
	4 Clarification-EDS	43
	5 Clarification-SHL	43, 44
	6 IIP Challenge - EDS	44
	7 IIP Challenge - SHL	44
-5	Evaluation Pricing	
	1 General	44, 45
	2 EDS	45
	3 SHL	
-6	Debriefing-SHL	
-7	Negotiation	
	0.1 Interretation and General Requirement	
	Interpretation	
	Contract Documents	
	Contract Authorities	
	Powers of Minister	
	Status of the Contractor	

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
	Representations and Warranties	
	Scope of Work	
	Secrecy and Protection of the Work	
	Period of Contract	
	Conduct of Work	
	Governing Law	
	Subcontracting	
	Assignment	
	0.2 Financial Provisions	✓ 46
	Price	
	Payment	
	Interest on Overdue Accounts	
	Changes in Duties and Taxes	
	Goods and Services Tax	
	Pricing of Contract Changes	
	Insurance	
	0.3 System Responsibility	
	Hardware	
	Licensed Software	
	Custom Software	
	Total System Responsibility	
	System Acceptance	
	Time of Essence	
	Government Furnished Information (GFI)	
	Government Supplied Material (GSM)	
	Standards and Specifications	
	Inspection of the work	
	Project Reviews and Monitoring	
	Consultants and Other Contractors	
	Hardware and Software Maintenance and Support Services	
	Packing and Shipping	
	0.4 Industrial and Regional Benefits and Annex O, S, U, V	
	0.5 Title and Intellectual Property (Title and Risk, Liens, Canada to Own Foreground Information, Royalties and Infringement)	
	0.6 Changes and Default (Options, Technology Substitutions, Changes in Work, Suspension of the Work	✓



## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
	Termination for Convenience of the Crown, Excusable Delay, Amendments)	
	0.7 General	46
-8	CSDN (Negotiations)	46
-9	Annexes "B", "C" and "D" (Negotiations)	47
-10	Financial (Negotiations)	48, 49
		49
ISP 7066	IMPLEMENTATION CONTRACT "CONTRACT ADMINISTRATION"	
-1	General-TB submission	54, 55
-2	Government Furnished Info (GFI)	56
-3	Project Management	57
-4	EDS Client Satisfaction Survey	57
-5	IRBs	57
-6	Contract Request	57
-7	Schedules by EDS	57
-8	Contract Change Proposals	(8 Boxes)
-9	Impact Analysis	(4 Boxes)
-10	Subject Matter Experts	58-65
-11	Request for Meetings	66-69
-12	Contract Amendments	57
-13	Minutes of Meeting - Project Office (Change) Control Board	
-14	EDS Project Status Meetings/Monthly Reports and Bi-Weekly Status Report	
-15	Project Office Risk Management Board	
-16	Contract Management Issues Meetings/Agenda	
-17	KPMG Audit/ALLTEL Audit Aug/97	70
-18	Weekly Status Meeting/Joint Planning Sessions	
-19	Negotiations	
ISP 7068	IMPLEMENTATION CONTRACT "CSDN DESIGN"	
-1	General	71
-1.1	CSDN Steering Committee Agenda/Meetings	71



## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE	BOX NO.
ISP 7070	IMPLEMENTATION CONTRACT "TRANSITION"	
-1	General	(6 Boxes)
-2	Communications	
-3	ODHR	
-4	Training	
-5	Facilities	
-6	Project Management	
0.1	General	
0.2	C/S Performance Measurement	
0.3	Configuration Management	
0.4	Risk Management	
0.5	Data Management	
0.6	Test & Evaluation	
0.7	Quality Assurance	
-7	Conversion	
-8	Management of Change	83
-9	Furniture	83
-10	Rental of Office Space	84
-11	Equipment	
-12	Moves	
-13	Maintenance	
-14	Notice of Consent to Operational Use	
ISP 7072	IMPLEMENTATION CONTRACT "OPERATIONS"	
-1	General	85
ISP 7074	IMPLEMENTATION CONTRACT "FINANCIAL ADMINISTRATION"	
-1	General	85
-2	Requests for Proposal	85
-3	Progress Payment Claims	86-92

## ISPR PROJECT FILES TO ARCHIVES CANADA

FILE NO.	SUBJECT FILE				BOX NO.
ISP 7076	IMPLEMENTATION CONTRACT DELIVERABLES				
	-1	General			
	-2	Schedule Changes			93
	-3	CDRL/DIDS Acceptance/Rejection	List of Deliverables for Close-out		93
	-4	Deliverable Action Forms/Transmittal Forms/Electronic Copies			93, 94, 95
	-5	Correspondence Delinquent Deliverables			96, 97
	-6	Status Report of IT-490s			97
					97
ISP 7078	IMPLEMENTATION CONTRACT "OTHER AREAS"				
	-1	General			
	-2	Communication & Management of Cultural Changes			85
	-3	Business Case			
	-4	Travel			
	-5	Design Changes Negotiations (Dec/Jan 96) and (1997)			
	-6	Letters from HRDC sent directly to EDS			
					↓
ISP 7079	OPERATION, MAINTENANCE & SUPPORT CONTRACT				
	-1	General			
	-2	Requirement Definition and SOW			
	-3	Price and Availability Enquiry			
	-4	Procurement Plan and Pre-RFP Items			
	-5	Request for Proposal and Model Contract			
	-6	Pricing and Options			
	-7	"EDS" Proposal			
	-8	Negotiations			
		0.1 Technical			
		0.2 Contractual			
		0.3 Financial			
	-9	Contract Approval			
	-10	Formal Contract			
	-11	Project Management Review (PMR)			
	-12	Contract Administration			
	-13	Contract Amendment(s)			
	-14	Contract Close-Out			

Files transferred  
to PDA/10C1  
Ken O'Neil

