U.S. Department of Energy
Office of Management

Interconnection Security Agreement for Project Assessment and Reporting System

Version 1.4
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Submitted by:
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1. BACKGROUND

The United States Department of Energy (DOE) is implementing a new project management system for tracking and oversight of the Department's capital asset projects. The Project Assessment and Reporting System (PARS II) is used to produce project-wide performance metrics and project management reports. PARS II uses a Commercial-Off-The-Shelf (COTS) product, iPortfolio ^{TM}, from Dekker, LTD. PARS II consists of two web-based software components: (1) the Oversight and Assessment (OA) module and the Contractor Project Performance (CPP) module. This document describes the file-level interface which enables the PARS II CPP module.

2. INTERFACE SYSTEM INFORMATION

2.1 Contractor Name

<Insert the official name of the contractor who is uploading data to PARS II>

2.2 Contractor Acronym

<Insert contractor acronym here>

2.3 Contractor Point of Contact

<Insert contractor point of contact information here>

Name: _____
Position: _____
Organization: _____
Address: _____
Phone: _____
E-mail: _____

2.4 Platform

- Not Applicable – This interface uses data that is exported from DOE contractors and is manually uploaded to PARS II monthly.

2.5 Platform Configuration

- Not Applicable

2.6 Operating System

- Not Applicable

3. PARS II SYSTEM INFORMATION

3.1 System Name

- Project Assessment and Reporting System II

3.2 System Acronym

- PARS II

3.3 System Owner Information

- **System Owner Name**: John Makepeace, Management & Program Analyst
- **Organization:** Office of Engineering and Construction Management (OECM MA-50)
- **Address:** Department of Energy, 1000 Independence Ave, Washington, DC 20585-1290
- **Phone:** 202-586-5326
- **E-mail**: John.Makepeace@hq.doe.gov

3.4 Computer Platform

- Web Application

3.5 Platform Configuration

- Windows Internet Information Services IIS

3.6 Operating System

- Windows

4. SYSTEM SECURITY

PARS II requires a security level-of-risk category of **low**. Roles assigned to PARS II prevent the viewing, extracting and downloading of any data beyond that specifically granted in the view listed below. All information obtained from the various contractors by PARS II is government-owned information, and will be protected from unauthorized disclosure.

5. INTERFACE FILES

The Project Assessment and Reporting System (PARS II) Contractor Project Performance (CPP) module interface has the ability to upload an Access .mdb file, with several types of project data to the PARS II server. The types of data to be uploaded include: (1) ANSI/EIA-748 Earned Value (EV) Data, (2) Earned Value Time-Phased Data, (3) Schedule Data, (4) Variance Analysis Data, and (5) Management Reserve Data and (6) Risk Data. For additional information, see the "PARS II Contractor Project Performance (CPP) Upload Requirements" document, located on the OECM website under PARS II Development Collaboration Center (http://management.energy.gov/online_resources/1627.htm). The Microsoft Access .mdb file will be used by the contractors for submitting monthly project performance data. It is the contractors' sole responsibility to populate the Access .mdb file.

5.1 File Formats For Monthly Submission

The file format for submitting PARS II Contractor Project Performance data is discussed in this section along with business rules for the submission and for the individual files/tables.

5.1.1 Required Files/Tables

The site Contractor (or site federal staff) must submit the following file each month.

- Access DPMIS090609 OECM Complete Project Template file with the following tables
  - CPR Header table (EV_CPR_Header)
  - CPR Format 1 table (EV_CPR_Format1)
  - CPR Format 2 table (EV_CPR_Format2)
  - EV Time-phased table (EV_Timephased)
  - Management Reserve Log table (EV_MR_Log)
  - Activity Schedule table (Schedule_Activity)
  - Activity Relationship table (Schedule_Relationship)
  - Variance Analysis by WBS table (EV_VAR_Analysis_WBS)
  - Variance Analysis by OBS table (EV_VAR_Analysis_OBS)
  - Risk Log table (Risk_Log)

5.1.2 Project Data Template (Access File)

The following Access tables define the data elements and data formats required for the Project Data Template (also known as the Access file).

Each of the Access tables contains four columns describing the column headings for the data elements: Field Name, Field Type, Length, and Description.

Definition of Table Formats	
Field	**Description**
Field Name	This is the required "Column Heading" for the data elements that will be collected in each table. The table must contain the exact spelling for each column. The Field Name ensures that the data will be posted to the proper data element in PARS II.
Field Type	Each column expects a certain data type. The standard data types used in these tables are as follows: VARCHAR - Alpha numeric, DATETIME - Date, INT - Integer, Numeric - Number, Boolean - Logical typically Yes/No, Object - Attachment and Text – Large are for Narrative Inputs.
Length	Number of characters or bytes allowed for the Field depending on the Field Type.
Description	Provides a Brief Description of the Field and its use.

5.1.2.1EV_CPR_Header Table

The EV_CPR_Header table provides the contract information required (found in section 1 through 7 in the CPR Format 1 report and sections 1 through 4 in the CPR Format 2 report).

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or Number
StatusDate	DATETIME		End Date of Current Reporting Period
ProjDsc	VARCHAR	255	Project Description
ConNum	VARCHAR	50	Contract Number.
ConTyp	VARCHAR	4	Contract Types.
ProgType	VARCHAR	50	Program Phase.
Security	VARCHAR	50	Security Classification
QCON	INT	4	Quantity Contracted
ShrNum	INT	4	Share Number
ShrQut	INT	4	Share Quotient - Same as above, but this number would identify the amount of the under-run the Contractor would receive.
TrgtPct	NUMERIC	16	Target Fee/Profit.
Factor	INT	4	Always populate with "1"
CNEGCST	NUMERIC	16	Negotiated Cost
CAUWCST	NUMERIC	16	Authorized Unpriced Work.
CTGTPRC	NUMERIC	16	Target Price.
CESTPRC	NUMERIC	16	Estimated Price.
CCONCEIL	NUMERIC	16	Contract Ceiling.
CESTCEIL	NUMERIC	16	Estimated Contract Ceiling.
CTGTCST	NUMERIC	16	Original Target Cost.
CNEGCHG	NUMERIC	16	Negotiated Contract Changes.
CCONBGT	NUMERIC	16	Contract Budget Base.
CTOTBGT	NUMERIC	16	Total Allocated Budget
CESTEACBEST	NUMERIC	16	EAC Best Case Estimate.
CESTEACWRST	NUMERIC	16	EAC Worst Case Estimate.
CESTEACLIKE	NUMERIC	16	EAC Most Likely Estimate.
ConStrDate	DATETIME		Contract Start Date.
EstCmpDate	DATETIME		Estimated Completion Date.
ConDefDate	DATETIME		Contract Definitization Date
LstDelDate	DATETIME		Last Item Delivery Date
ConCmpDate	DATETIME		Contract Completion Date

Field Name	Field Type	Length	Description
MR	NUMERIC	16	Management Reserve
MRLRE	NUMERIC	16	Current Management Reserve.
UB	NUMERIC	16	Ending Balance of Undistributed Budget.
UBLRE	NUMERIC	16	Current Undistributed Budget
Contractor	TEXT	40	Contractor Name.
ConStreet	TEXT	40	Contractor Address.
StatusDatePrior	DATETIME		Prior Status Date.
Fee	NUMERIC	16	Profit/Fee.

5.1.2.2 EV_CPR Format1 Table

The EV_CPR Format1 table provides information to measure cost and schedule performance by Work Breakdown Structure (WBS) elements. The data in this table are very similar to what is reported in section 8.a of the Contract Performance Report (CPR), Format 1.

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or number
StatusDate	DATETIME		End Date of Current Reporting Period
WBSNUM	VARCHAR	35	WBS Element or ID
WBSDesc	VARCHAR	255	WBS Description or Short Title.
WBSParent	VARCHAR	35	Parent WBS Element
WBSLevel	INT	4	Level in WBS Structure
CINCBCWS	NUMERIC	16	COST – Current Period Incremental BCWS (Planned Value).
CINCBCWP	NUMERIC	16	COST - Current Period Incremental BCWP (Earned Value).
CINCACWP	NUMERIC	16	COST - Current Period Incremental ACWP (Actual Cost).
CCUMBCWS	NUMERIC	16	COST - Cumulative to-date BCWS (Planned Value).
CCUMBCWP	NUMERIC	16	COST - Cumulative to-date BCWP (Earned Value).
CCUMACWP	NUMERIC	16	COST - Cumulate to-date ACWP (Actual Cost).
CBAC	NUMERIC	16	COST – Budget At Complete (Total Budgeted Cost).
CEAC	NUMERIC	16	COST – Estimate At Complete (Total Estimated Cost).
CETC	NUMERIC	16	COST – Estimate To Complete (Estimated Remaining Cost).
CRPGVAR	NUMERIC	16	COST – Reprogramming Adjustment To Variance
CRPGBCWS	NUMERIC	16	COST – Reprogramming Adjustment To Budget

Field Name	Field Type	Length	Description
QINCBCWS	NUMERIC	16	QUANTITY – Current Period Incremental BCWS (Planned Hours).
QINCBCWP	NUMERIC	16	QUANTITY – Current Period Incremental BCWP (Earned Hours).
QINCACWP	NUMERIC	16	QUANTITY – Current Period Incremental ACWP (Actual Hours)
QCUMBCWS	NUMERIC	16	QUANTITY – Cumulative to-date BCWS (Planned Hours).
QCUMBCWP	NUMERIC	16	QUANTITY – Cumulative to-date BCWP (Earned Hours).
QCUMACWP	NUMERIC	16	QUANTITY – Cumulative to-date ACWP (Actual Hours).
QBAC	NUMERIC	16	QUANTITY – Budget At Complete (Total Budgeted Hours).
QEAC	NUMERIC	16	QUANTITY – Estimate At Complete (Total Estimated Hours).
QETC	NUMERIC	16	QUANTITY – Estimate To Complete (Estimated Remaining Hours).
QRPGVAR	NUMERIC	16	QUANTITY – Reprogramming Adjustment To Variance
QRPGBCWS	NUMERIC	16	QUANTITY – Reprogramming Adjustment To Budget

5.1.2.3EV_CPR_Format2 Table

The EV_CPR Format2 table provides information to measure cost and schedule performance by the contractor's organizational breakdown structure (OBS).   The data in this table are very similar to what is reported in section 5.a of the Contract Performance Report (CPR), Format 2.

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or number.
StatusDate	DATETIME		End Date of Current Reporting Period.
OBSNUM	VARCHAR	50	OBS Element or ID.
OBSDesc	VARCHAR	255	OBS Description or Short Title.
OBSParent	VARCHAR	50	Parent OBS Element
OBSLevel	INT	4	Level in OBS Structure.
CINCBCWS	NUMERIC	16	COST – Current Period Incremental BCWS (Planned Value).
CINCBCWP	NUMERIC	16	COST - Current Period Incremental BCWP (Earned Value).
CINCACWP	NUMERIC	16	COST - Current Period Incremental ACWP (Actual Cost).

Field Name	Field Type	Length	Description
CCUMBCWS	NUMERIC	16	COST – Cumulative to-date BCWS (Planned Value).
CCUMBCWP	NUMERIC	16	COST – Cumulative to-date BCWP (Earned Value).
CCUMACWP	NUMERIC	16	COST – Cumulative to-date ACWP (Actual Cost).
CBAC	NUMERIC	16	COST – Budget At Complete (Total Budgeted Cost).
CEAC	NUMERIC	16	COST – Estimate At Complete (Total Estimated Cost).
CETC	NUMERIC	16	COST – Estimate To Complete (Estimated Remaining Cost).
CRPGVAR	NUMERIC	16	COST – Reprogramming Adjustment To Variance
CRPGBCWS	NUMERIC	16	COST - Reprogramming Adjustment To Budget
QINCBCWS	NUMERIC	16	QUANTITY – Current Period Incremental BCWS (Planned Hours).
QINCBCWP	NUMERIC	16	QUANTITY – Current Period Incremental BCWP (Earned Hours).
QINCACWP	NUMERIC	16	QUANTITY – Current Period Incremental ACWP (Actual Hours).
QCUMBCWS	NUMERIC	16	QUANTITY – Cumulative to-date BCWS (Planned Hours).
QCUMBCWP	NUMERIC	16	QUANTITY – Cumulative to-date BCWP (Earned Hours).
QCUMACWP	NUMERIC	16	QUANTITY – Cumulative to-date ACWP (Actual Hours).
QBAC	NUMERIC	16	QUANTITY – Budget At Complete (Total Budgeted Hours).
QEAC	NUMERIC	16	QUANTITY – Estimate At Complete (Total Estimated Hours).
QETC	NUMERIC	16	QUANTITY – Estimate To Complete (Estimated Remaining Hours).
QRPGVAR	NUMERIC	16	QUANTITY – Reprogramming Adjustment To Variance
QRPGBCWS	NUMERIC	16	QUANTITY – Reprogramming Adjustment To Budget

5.1.2.4 EV Time-Phased Table

The EV Time-Phased Table provides the baseline plan and actual performance for cost and schedule by reporting period from the start of the project to the completion of the project. It contains every reporting period for the project.

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or number
StatusDate	DATETIME		End Date of Current Reporting Period.
WBSNUM	VARCHAR	35	WBS Element or ID
OBSNUM	VARCHAR	50	OBS Element or ID
ActNam	VARCHAR	50	Activity Name
ResNam	VARCHAR	20	Resource Name
Period	DATETIME		End date of reporting period
WBSDesc	VARCHAR	255	WBS Description or Short Title.
OBSDesc	VARCHAR	255	OBS Description or Short Title.
CINCBCWS	NUMERIC	16	COST – Current Period Incremental BCWS (Planned Value).
CINCBCWP	NUMERIC	16	COST - Current Period Incremental BCWP (Earned Value).
CINCACWP	NUMERIC	16	COST - Current Period Incremental ACWP (Actual Cost).
CINCETC	NUMERIC	16	COST - Incremental ETC (Estimated Remaining Cost).
QINCBCWS	NUMERIC	16	QUANTITY – Current Period Incremental BCWS (Planned Hours).
QINCBCWP	NUMERIC	16	QUANTITY – Current Period Incremental BCWP (Earned Hours).
QINCACWP	NUMERIC	16	QUANTITY – Current Period Incremental ACWP (Actual Hours).
QINCETC	NUMERIC	16	QUANTITY – Incremental ETC (Estimated Remaining Hours).

5.1.2.5 EV_MR_Log Table

The EV_MR_Log Table contains Management Reserves (MR) reported by transaction date from the start of the project through the current status period.

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or number.
StatusDate	DATETIME		End Date of Current Reporting Period.
LogDate	DATETIME		Date when MR Change was made (or effective date).
WBSNUM	VARCHAR	35	WBS Element or ID.
OBSNUM	VARCHAR	50	OBS Element or ID.
ActNam	VARCHAR	50	Activity Code or ID
ResNam	VARCHAR	20	Resource Name.
CCREDIT	NUMERIC	16	Amount of Credit to MR.

Field Name	Field Type	Length	Description
CDEBIT	NUMERIC	16	Amount of Debit to MR.
CBALANCE	NUMERIC	16	Balance of MR after change.
Narrative	MEMO		Text Description of MR change.
Document	OBJECT		Document Attachment (optional).

5.1.2.6 EV_VAR_Analysis_WBS Table

The EV_VAR_Analysis_WBS table contains variance analyses by WBS.

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or number.
StatusDate	DATETIME		End Date of Current Reporting Period.
WBSNUM	VARCHAR	35	WBS Element or ID.
CINCSV	NUMERIC	16	Incremental Schedule Variance.
CINCCV	NUMERIC	16	Incremental Cost Variance.
CINCSPI	NUMERIC	16	Incremental Schedule Performance Index.
CINCCPI	NUMERIC	16	Incremental Cost Performance Index.
CCUMSV	NUMERIC	16	Cumulative Schedule Variance.
CCUMCV	NUMERIC	16	Cumulative Cost Variance.
CCUMSPI	NUMERIC	16	Cumulative Schedule Performance Index.
CCUMCPI	NUMERIC	16	Cumulative Cost Performance Index.
CVAC	NUMERIC	16	Variance At Complete.
CIEAC1	NUMERIC	16	Independent Estimate At Complete 1.
IEAC1Meth	VARCHAR	50	Method of Calculation for IEAC 1.
CIEAC2	NUMERIC	16	Independent Estimate At Complete 2.
IEAC2Meth	VARCHAR	50	Method of Calculation for IEAC 2.
CIEAC3	NUMERIC	16	Independent Estimate At Complete 3.
IEAC3Meth	VARCHAR	50	Method of Calculation for IEAC 3.
CIEAC4	NUMERIC	16	Independent Estimate At Complete 4.
IEAC4Meth	VARCHAR	50	Method of Calculation for IEAC 4.
CIEAC5	NUMERIC	16	Independent Estimate At Complete 5.
IEAC5Meth	VARCHAR	50	Method of Calculation for IEAC 5.
Narrative	MEMO	1 GB in Access 2003	Text of Variance Analysis
Document	OBJECT		Document Attachment.

5.1.2.7 Schedule Data

5.1.2.7.1 Schedule_Activity Table

The Schedule_Activity table contains the baseline and current schedule activity information.

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or number
StatusDate	DATETIME		End Date of Current Reporting Period.
ActNam	VARCHAR	50	Activity Code or ID.
ActDesc	VARCHAR	255	Activity Description or Short Title.
WBSNUM	VARCHAR	35	WBS Element or ID.
OBSNUM	VARCHAR	50	OBS Element or ID.
ActType	VARCHAR	1	Activity Type
CUR_StrCon	VARCHAR	3	Current Start Constraint
CUR_StrConDate	DATETIME		Current Start Constraint Date.
CUR_FinCon	VARCHAR	3	Current Finish Constraint
CUR_FinConDate	DATETIME		Current Finish Constraint Date.
CUR_ESDate	DATETIME		Current Early Start Date.
CUR_EFDate	DATETIME		Current Early Finish Date.
CUR_LSDate	DATETIME		Current Late Start Date.
CUR_LFDate	DATETIME		Current Late Finish Date.
CUR_FreeFlt	INT	4	Current Free Float.
CUR_TtlFlt	INT	4	Current Total Float.
CUR_Crit	BOOLEAN	1	Current Critical Path.
CUR_OrgDur	INT	4	Current Original Duration.
CUR_RemDur	INT	4	Current Remaining Duration.
CUR_PctCmp	NUMERIC	16	Current Percent Complete
BAS_StrCon	VARCHAR	3	Baseline Start Constraint
BAS_StrConDate	DATETIME		Baseline Start Constraint Date.
BAS_FinCon	VARCHAR	3	Baseline Finish Constraint
BAS_FinConDate	DATETIME		Baseline Finish Constraint Date.
BAS_ESDate	DATETIME		Baseline Early Start Date.
BAS_EFDate	DATETIME		Baseline Early Finish Date.
BAS_LSDate	DATETIME		Baseline Late Start Date.

Field Name	Field Type	Length	Description
BAS_LFDate	DATETIME		Baseline Late Finish Date.
BAS_FreeFlt	INT	4	Baseline Free Float.
BAS_TtlFlt	INT	4	Baseline Total Float.
BAS_Crit	BOOLEAN	1	Baseline Critical Path.
BAS_OrgDur	INT	4	Baseline Original Duration.
BAS_RemDur	INT	4	Baseline Remaining Duration.
BAS_PctCmp	NUMERIC	16	Baseline Percent Complete

5.1.2.7.2 Schedule_Relationship Table

The Schedule_Relationship table contains the baseline and current relationship information.

Field Name	Field Type	Length	Description
ProjectName	VARCHAR	50	Project Identification Code or number.
StatusDate	DATETIME		End Date of Current Reporting Period.
ActNam	VARCHAR	50	Predecessor Activity Name or Code.
ActNamRel	VARCHAR	50	Successor Activity Name or Code.
CUR_RelType	VARCHAR	2	Current Relationship Type.
CUR_Lag	INT	4	Current Lag/Lead.
BAS_RelType	VARCHAR	2	Baseline Relationship Type.
BAS_Lag	INT	4	Baseline Lag/Lead.

5.2 Interface Data Protection Requirements

All information obtained from the various contractors will be protected from unauthorized disclosure. As the recipient of this data, the system owner is responsible for the protection of the information described within this document.

The security level-of-risk category of the PARS-II system that is receiving information, via this interface, has been assigned a "Low" security level-of-risk category commensurate with the level of sensitivity of the data received.

Privacy Act and/or Personally Identifiable Information (PII) data may not traverse this connection.

6. INTERFACE/TRANSFER METHOD

The interface/transfer method to PARS II is via electronic upload of project data from contractors to the PARS II server at DOE Headquarters. The contractor extracts the required data from its systems and downloads the data into an Access file that is formatted according to the requirements in section 5. The contractor then logs on to PARS II and executes the PARS II upload functionality. PARS II uploads the file to the PARS II server. PARS II extracts the data from the Access file and uploads it to the PARS II database. During this process PARS II conducts numerous checks on the quality and completeness of the data. At the end of the upload, if any issues with the file or data are detected, PARS II generates an error report for the contractor to review.

7. INTERFACE TIMING/FREQUENCY

The PARS II Contractor Project Performance interface can be used at any time but is normally used by contractors at month end.

8. TIME CONSTRAINTS

Contractors must submit all required data in accordance with the submission schedule described in DOE O 413.3, or as specified by the Office of Engineering and Construction Management.

9. DATA RECEIPT/ACCEPTANCE NOTIFICATION

When project data is uploaded to PARS II, if any issues with the file or data are detected, the PARS II server generates an error log that is viewed by the sender (e.g., contractor project control team member) of the project file. The error log reports whether the data were inserted into the PARS II database. It also reports whether there are any issues with data quality that need to be reviewed. Additionally, the PARS II server sends an automated email message to the Federal Project Director that identifies the file that was uploaded and when it was uploaded.

10. EDITS/HANDLING OF REJECTS

The sender of the upload file must review the error log generated by PARS II.

If PARS II encounters errors during the upload, it does not insert the data into the PARS II database. The PARS II error log reports that the data were rejected and the contractor makes the appropriate corrections to the data and re-downloads the data into the Access project file. Once corrected, the sender re-submits (i.e., uploads) the project file to PARS II.

If PARS II encounters warnings (i.e., conditions with the data that may indicate a data quality issue), it inserts the data into the PARS II database. The PARS II error log reports that there are issues with the data. On the upload screen, after the file is uploaded and processed, there is a status report that gets generated. The users are trained to open and review the log. The sender reviews the warnings in the error log and if necessary makes corrections to the data.

The sender then re-downloads the data into the Access project file and re-submits the project file to PARS II. The corrected project file will overwrite the previously submitted project file in the PARS II database.

11.   OVERALL TESTING STRATEGY

The PARS II Contractor Team (EES/Dekker) is responsible for system-level testing of this interface, including any interoperability testing.

12.   EFFECTIVE DATE/AMENDMENT

This agreement is effective immediately and will remain in effective until terminated by either party with 30 days advance notification. Any modifications to this agreement will be made in response to written requests by either party. Amendments so made will require the signature of both parties.

13.   WAIVERS

Data requirements identified in section 5.1, File Formats for Monthly Submission, may be waived temporarily. Any waiver listed below waives the requirement to provide the information in the CPP Upload file. However, the information must be provided to the PARS II system as an attachment.

14.   SIGNATURE BLOCK

PARTY A: Project Assessment and Reporting System (PARS II)

Signature: _____ Date: _____
Name: John Makepeace
Title: System Owner
Routing Symbol: MA-50
Phone: (202) 586-5326

PARTY B: Contractor – <Insert Contractor Name>

Signature: _____ Date: _____
Name: _____
Title: _____
Site: _____
Phone: _____