



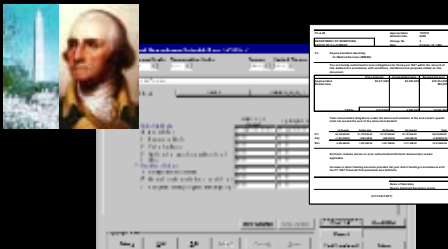
### Budget Formulation



### Budget Publication



### Budget Reporting



### Budget Integration



*Submitted in Response to*

**U.S. Department of Labor Request for Information**

*For*

**Automated Electronic Federal Budget Formulation,  
Publication & Integration Solution  
(Budget Support System)**

*On*

**31 August 2004**

*Corporate Information*

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## Value Proposition

Monument™ e-Budgeting is an efficient and effective solution that represents both the technically best COTS tool available, and the best value solution for the DOL’s needs. The chart below highlights the Monument™ “value proposition.”

• Increased Productivity	
<ul style="list-style-type: none"> <li>Reduces Staff Clerical Tasks and Re-keying of Data, Eliminates Manual Manipulation and Calculation, and Decreases Errors and Rework</li> <li>Reduces Effort to Respond to Data Calls, Queries, Ad Hoc Request</li> <li>Automates Interfaces to Accounting, HR, and Supporting Systems</li> <li>Automates Publishing of Budget Documents</li> </ul>	<ul style="list-style-type: none"> <li>Saved 80.5 FTE at One 19,000 Employee Agency 100 FTE at a 20,000 Employee Agency... <b>\$6.4m - \$9.5M Per Yr</b></li> <li>Big 5 Review of Budget Functions Indicated an Avg <b>52.6% Time Savings</b> for 320 Functions If Implemented Monument Like Capabilities</li> <li>A 1% Improvement = 2,000 Hrs Per 100 Employees Involved in the Budgeting, Planning and Performance Monitoring</li> </ul>
• Decreased Operational Costs	
<ul style="list-style-type: none"> <li>Replaces Multitude of Automated, Semi-automated, and Manual Systems with a Single Integrated System</li> <li>Replaces Cumbersome, Time Consuming, and Inaccurate Record Maintenance with Complete Online Audit Trails of Numbers, Justifications, Appeals, Adjustments, Decisions, and Execution</li> </ul>	<ul style="list-style-type: none"> <li>Above Agencies Projected Savings of 50% to 75% Per Yr = <b>\$1.25m - \$2.5M Per Yr</b></li> </ul>
• Improved Quality	
<ul style="list-style-type: none"> <li>Single Entry is Automatically Applied Throughout the Budget</li> <li>System is Never Out of Balance</li> <li>Permits People to Plan vice Administer</li> <li>Highlights Previously Undiscovered Conditions</li> <li>Provides More Timely, Consistent, and Correct Data, Increases Availability &amp; Exchange of Information, and Improves Accountability and Control</li> <li>Timely and Consistent Information... “Online All the Time”</li> <li>Avoids Mis-categorization/Allocation</li> </ul>	<ul style="list-style-type: none"> <li>One Agency <b>Recaptured \$10’s of Millions</b> Due to Better Visibility of the Budget</li> <li>Another Organization <b>Recaptured \$5 Million</b> in the First Budget Cycle</li> <li>Re-keying Error Rate Can Run 3% to 7%</li> <li>0.1% Error in a \$22 B Budget = \$22 M</li> </ul>
• Enhances Performance	
<ul style="list-style-type: none"> <li>Permits people to plan and manage vs. administer</li> <li>Allows automated “re-spreads” and “what if” scenario planning</li> <li>Highlights previously undiscovered conditions</li> <li>Provides real-time access to budget data ... guidance through execution</li> <li>Facilitates reviews with improved reporting</li> </ul>	<ul style="list-style-type: none"> <li>Agencies above saved <b>\$180K</b> per year budget submission and overtime cost</li> <li>Budget/program analyst perform analytical function vs. clerical efforts</li> </ul>



use of the Microsoft COM+ application server provides for both security and scalability. Monument™ utilizes the inherent security provided by the COM+ security service (integrated NT security) and provides its own user-level security to allow the control of access to different budgeting functionality. The business tier contains the business logic for the core federal budgeting processes as well as those that are unique to a specific Agency. The third or data tier is hosted on either an Oracle® database or Microsoft® SQL Server.

**Scalability.** Existing Monument™ implementations support levels of over 200 simultaneous users and more than 3,000 total users distributed worldwide in over 150 countries.

**Security.** The Monument™ system is expected to operate completely behind a firewall, and is protected from internal attacks by integrated NT and database security, including selected use of table and field level security, and routine application-level password security. There is no special potential vulnerability. RGII is working with the Department of Labor (DOL) computer security personnel to ensure the proposed solution does not compromise DOL's computer security policies and procedures during the recent Monument™ pilot project. The current Monument™ installation has complied with current DOL security policies for user IDs and passwords and does not compromise or modify the current security structure. RGII understands the requirement and process for establishing compliance with the Government Information Security Reform Act (GISRA) and guidelines issued by OMB, GAO, the CIO Council, and NIST.

## 1.2 Performance Budget Formulation



Monument™ is a unique performance-based budgeting software system for the Federal Government. RGII's e-Budgeting solution provides better management control and consistency over all aspects of resource management; improves efficiency of the government budgeting process while strengthening negotiating position OMB; and fully integrates planning, budgeting and performance through a single data repository, thus eliminating delinquencies, duplications and errors that occur during manual budget development.

RGII has already implemented the core modules: Budget Formulation and Budget Publisher. These modules include web-enabled, client server, and Crosswalk report generator capabilities. They enhance the ability of the Office of Financial Management Operations (OFMO) and the Office of Budget Policy and Systems (OBPS), within the Departmental Budget Center (DBC) of the DOL, to formulate and publish the following budgets: Departmental Management (DM), Office of Disability Employment Policy (ODEP), Veteran's Employment and Training Service (VETS), and Working Capital Fund (WCF).

OFMO personnel use the Budget Formulation module to collect, assemble, revise, and finalize budget request projections. OBPS personnel use the Budget Publisher module to organize and integrate text, charts, and graphs with budget projections to formulate and update the budget document. The OBPS also submits the approved budget request document to DBC for incorporation into the DOL budget document for submission to OMB. Revisions resulting from OMB feedback are processed for these appropriations by OBPS and OFMO, for incorporation and issuance of the DOL portion of the Congressional Budget Justification (CBJ) submission. The e-Budgeting solution modules are compatible and consistent with the Federal Budget Process as

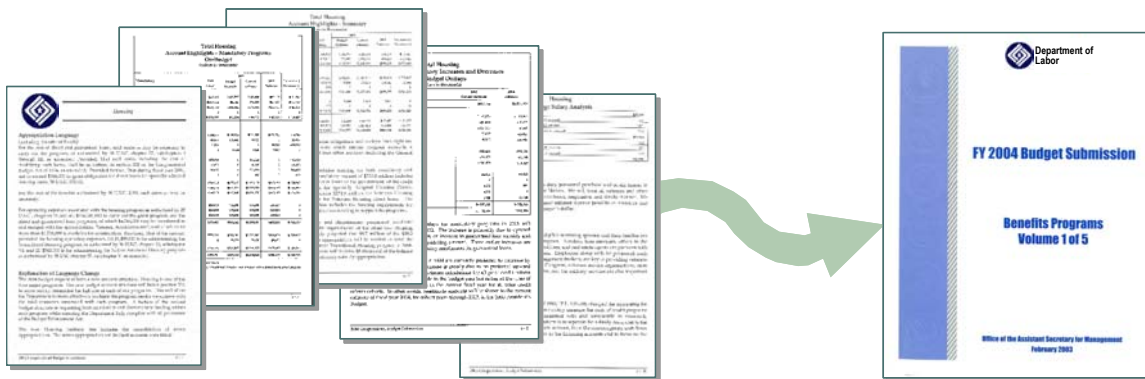
delineated by OMB Circular A-11 requirements and will provide unlimited years of Appropriation Histories.

The workflow tasks and their associated user instructions begin with adjustment of the base budget created as part of the Rollover process. The Rollover process has not been described within this document because RGII will perform the rollover for DOL budget year FY 2006. However, it is important to know that the creation of the baseline budget file is required and precedes the workflow described below. In addition, creation of reference data to accommodate data for the designated budget formulation year will have been performed. Users must log onto the appropriate Budget Formulation application to perform the workflow tasks.

The RGII e-Budgeting solution supports the budget workflow functions including: the Rollover process, the Generate Reports process, the web-based process, and the client server database used by OFMO-OPBS to approve, modify, and assemble budget data and to publish the budget document submissions. The Generate Reports process is performed on user workstations as a local application with direct access to the e-Budgeting solution.

### 1.3 Performance Budget Publication

Monument™ generates and prints reproduction masters for all agency data control tables, budget exhibits, quarterly review packages, bureau and field performance plans, and reports as shown in **Exhibit 1-2**. Monument™ prints directly from the database without manual intervention, integrates material from other MS Office software, and saves extensive labor since information is gathered from a central database versus numerous spread sheets, notes, index cards, etc.



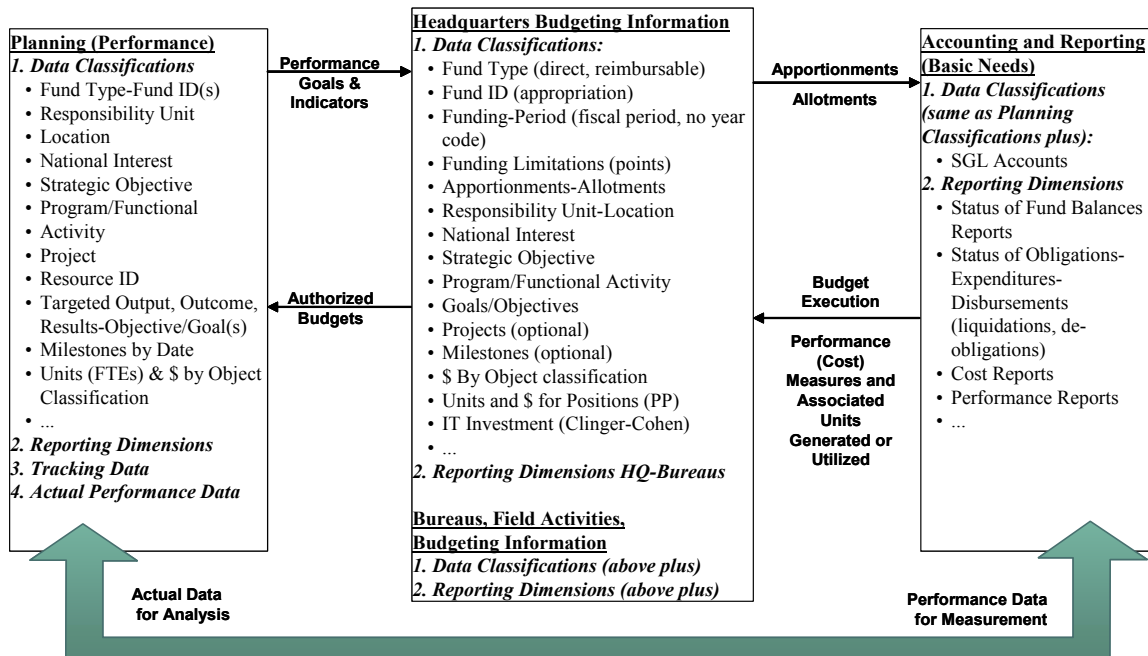
**Exhibit 1-2: Monument™ Budget Publisher is Easy, Accurate and Fast**

The approved budget data are stored in the e-Budgeting solution database and is automatically linked to the budget publication document through the budget formulation process, and then assembled into one of the three budget submissions for the designated budget fiscal year. These data are collected from organization units responsible for the execution of programs, providing functional or administrative support, or administering funds management and financial management of the resources requested. These data are developed in accordance with guidelines issued by OMB and the management regarding priorities, limitations, and initiatives to be implemented or advanced during the budget year. In addition, resource rates, staffing and support services, facilities and equipment level guidelines are included. These data are normally organized in terms

of meeting the performance milestone targets and goals, within funding and other resource limitations.

Document publication processing is available to agencies using the Monument™ e-Budgeting website. Assembly and publication of the budget for submission to Department management, to OMB, and to the Congress is processed centrally using the Publisher Application and the client server e-Budgeting database. The Monument™ e-Budgeting web-based option provides an abbreviated version of the Publisher Application that provides the facility for agencies to develop their parts of the budget publication for storage on the e-Budgeting database.

## 1.4 Performance Budget Reporting

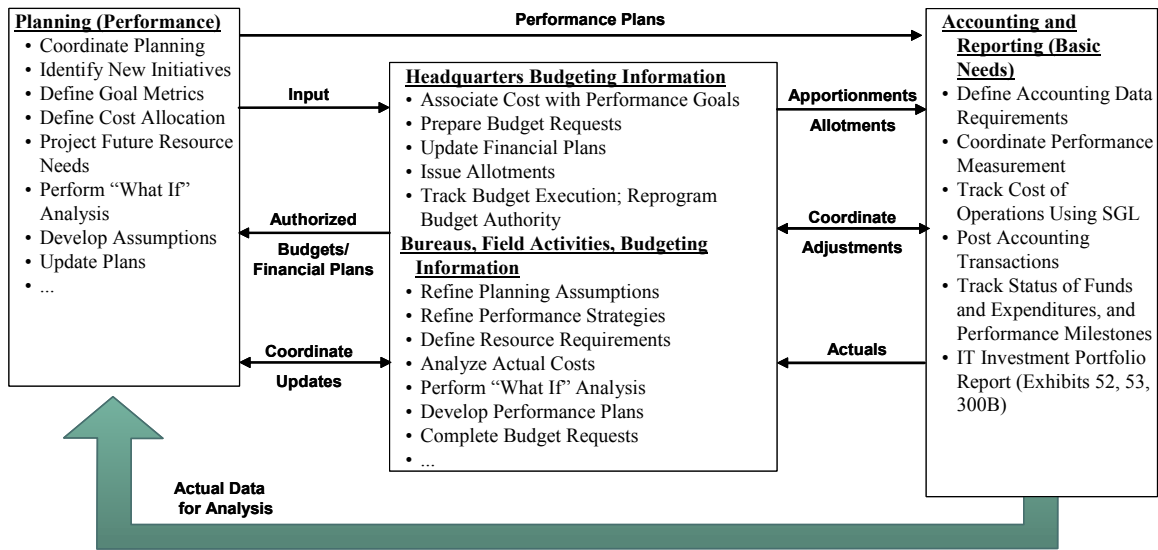


**Exhibit 1-3: Monument™ Fully Supports Data Requirements and Reporting**

Monument™ (1) can generate budget baseline reports by any selection and organization of dimensions, (2) will produce year-to-date, monthly, quarterly, and annual reports, (3) provides reports to accommodate analysis of historical trends, (4) provides reports that show the history and evolution of the original budget, budget adjustments, revised budget, and any other number of budget versions, (5) can prepare and report performance measures, including agency-specific indicators, i.e. efficiency, workload, effectiveness, etc., (6) provides ad hoc and preconfigured budget reports, (7) can include other module data in budget reports, i.e. statistics, procurement, budgeted and actual positions, and (8) provides the ability to develop and save a standard set of reports for end-users. This process is illustrated in **Exhibit 1-3** above.

Monument™ also provides the Crosswalk Reports application to budget analysts. The application is used to access the budget database, develop user report specifications, select data to include in a report, and to generate a report in spreadsheet format. There are three report processing options provided with the Crosswalk Reports application, new selection, mandatory fields, and existing reports.

## 1.5 Performance Budget Integration



**Exhibit 1-4: Monument™ Integrates Planning, Budgeting, and Performance Functions**

In addition to the Budget Formulation and Budget Publisher, RGII has developed Monument™ to include Strategic and Performance Planning, Budget Formulation, Budget Publisher, Financial Planning, and Apportionment and Allotment modules. Monument™ is also capable of interfacing with various accounting system. As a result, Monument™ is positioned to provide a fully integrated Financial Management System, which provides the application tools for processing data to enhance performance budgeting integration and program and resource management decisions. As depicted in **Exhibit 1-4**, Performance Budget Integration is accomplished through coordination of data and information between the Planning, Budgeting, and Accounting offices. Working together, these offices use e-Budget solution tools to enhance the coordination of data, improve business procedures and workflow processes, and improve the accuracy of performance planning and accounting reports.

## 2 Notional Timeline (RFI 6.3)

### 2.1 Product Lifecycle Deployment

A requirements and analysis phase will be needed to identify additional DOL Business Rules and Reference Table data needed to support data conversion and implement a final solution that meets DOL's needs. For example, one Monument™ user budgets at the program-by-goal level, while another budgets by program and goal as separate exercises. One Monument™ implementation allows users to “allocate” by program only at the lowest level “by rule,” and another allows either of two levels. How control numbers are handled (e.g., what management level has control and when), what is “rolled up” and when, what the tolerance is for “unallocated” amounts, the “stages” in the budget approval process ... all variables in business practices that we have encountered. All these issues and more can be dealt with using fairly simple configuration of the Monument™ e-Budgeting solution.

While providing the requested database solution, RGII would also identify areas of optional configuration that would provide for a more complete budget solution. The proposed work plan (shown in **Exhibit 2-1**) delivers a fully functional budget production system for the 18 DOL agencies spread over the three-year period. RGII will employ two implementation teams, Team 1 and Team 2, to implement and install at each of the agencies. RGII understands that each agency will vary in size and scope and the precise schedule will need to be developed in close cooperation with DOL during the Enterprise Planning phase. For planning purposes, we notionally plan for each team to implement nine of the agencies spread over the three-year period, with each agency initially planned for a four-month implementation period. In addition to the two teams, a staff which includes expertise in Program Management, Earned Value Management (EVM), and QA/QC, as well as Functional Area experts, testers, trainers, technical writers, documentation specialists, and administrative support. The proposed high-level steps are:

- Kick-off meeting for project initiation
- Ongoing program management to include the creation of a detailed project and contract administration work plans to facilitate buy-in, minimize schedule and cost risks
- Ongoing conduct of project task reviews to insure accurate communication of project status, issues and progress
- Enterprise planning wherein a requirements and business procedures analysis will be conducted and an implementation schedule will be developed in close coordination with DOL management
- Implementation at the DOL agencies, which includes analysis, configuration, database conversion, testing, training, and installation
- Training will be conducted through a combination of classroom and tutorial sessions
- Maintenance will be provided to the agencies after installation of the configured system
- User manuals, training materials, and required documentation will be provided in accordance with current DOL policy
- Configuration Management will control change by identifying the work products that are configured and installed at DOL, and will establish relationships among them, and manage and report on the different modules and versions of Monument™

## **2.2 Training**

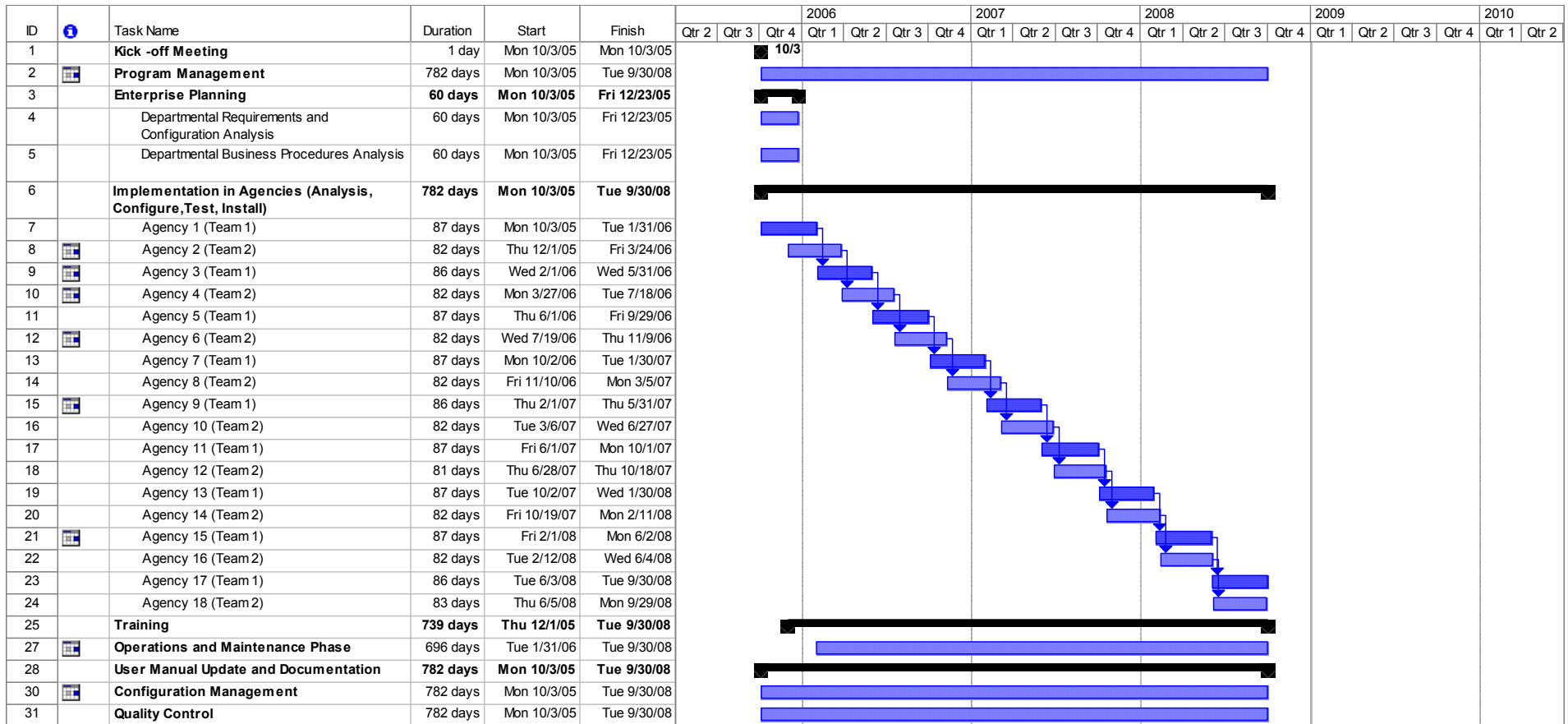
We have provided training for Monument<sup>TM</sup> installations in a variety of modes for various agencies. We can provide a full-time applications trainer for one-on-one software and network training; dedicated classroom training with regularly scheduled courses; and electronic courseware (web-based and computer-based training) depending upon the requirements of DOL.

Our primary training strategy is RGII certified trainers holding classes in a formal classroom environment on-site, at the DOL headquarters location. RGII's trainers will create the curriculum and develop and provide all training materials and manuals. We will provide informal hands-on training and assistance to the budget analysts and system users throughout this initial phase. Our objective is to have each person trained to successfully retain the material presented. To supplement the formal class room training, RGII will develop and implement one-on-one, web-based, computer-based, and classroom-based computer style training classes for end users and administrators. This supplemental training can be used for those who missed the classroom instruction or those who need additional or refresher training. RGII's experienced educational team creates high quality interactive internet based training as well as computer based and instructor led training programs to meet customer's instructional needs. We research materials, design courseware, and write content and develop the necessary documentation and scripts to complete other tasks including CBTs and to support our customer's projects. RGII will stay current with distance learning issues and requirements such as Advanced Distance Learning (ADL), Shareable Courseware Object Reference Model (SCORM) and Sections 508, 515, and NARA compliance. RGII provided a SCORM compliant distance learning platform for Navy Medicine.

## **2.3 Change Management**

Monument<sup>TM</sup> is designed to be easily configurable and maintain the maximum flexibility in order to accommodate the vast majority of agency unique business processes without requiring extensive additional programming. However there are times when business rules may require some nominal programming effort. For those times RGII Technologies has a software change management process. Software change management is the process of selecting which best meet the needs of our customers as well as further enhance the Monument<sup>TM</sup> application. The change management process identifies the origin of the changes, defines critical project decision points, and establishes project roles and responsibilities.

DOL will be able to easily communicate throughout RGII's iterative development process utilizing three available channels of communication: the established program manager, our Monument<sup>TM</sup> call center and our Monument<sup>TM</sup> support website. Change requests identified by the customer undergo evaluation by the Monument<sup>TM</sup> configuration control board comprised of functional budget experts and technical architects in conjunction with the customer's program manager. Schedules and acceptance of changes will be communicated by the program manager to the customer along with requests for additional clarifying information.



**Exhibit 2-1: Notional Lifecycle Deployment Timeline**

## **3 Corporate Expertise (RFI 6.4)**

### **3.1 Corporate History**

RGII Technologies, Inc. (RGII), a wholly-owned subsidiary of Computer Horizons Corp. (CHC), provides innovative technology solutions and program management to the federal, state and local government markets. In partnership with its customers, RGII uses its technical expertise and deep understanding of the government market to organize, manage and integrate information in formats that streamline operations and access emerging technologies.

We are an award-winning ISO 9001:2000 registered and SEI/CMM Level III information technology company with a record of providing practical, efficient, high quality solutions for our customers. A recognized leader in providing high quality professional services, we continue to succeed through our ability to innovated and insert new technology to the benefit of our customers and employees.

Computer Horizons Corp. (CHC), the Parent Company of RGII, is a Systems Integrator with extensive experience in developing and integrating Enterprise Content Management and Portal Applications. As a Computer Horizons company we bring the depth and reach offered by 3,000 employees, 2,500 consultants, and 43 offices worldwide.

### **3.2 Products/Services**

RGII's mission is to be the recognized leader in professional information technology and program management solutions. We are committed to solving our client requirements by delivering cost-effective solutions of strategic value in the full range of IT service areas, including:

- Monument™
- Chimes
- Xpress
- Software Development and Customization
- Enterprise Architecture
- Web Management
- LAN/WAN/MAN/VPN
- Information Assurance and Security
- Systems Engineering
- Financial Management
- Program Management
- Test and Evaluation
- Help Desk Operations
- Multi-Channel Contact Center Management
- Hardware and Software Maintenance

RGII personnel have successfully managed, designed, programmed, installed, configured, tested, and maintained dozens of systems such as applications, databases, hardware systems, networks, libraries, and resource centers supporting budgeting, financial accounting, and other data management tasks. Specifically, RGII has over 13 years of corporate experience of conducting business process assessments, studies, and analyses and proposing recommendations on Business Process Re-engineering. Our recommended improvements, accomplished through training and sound justifications, contribute to increased productivity, cost savings and successful executions of the Federal Government's financial management funds.

### **3.3 Similar Projects**

RGII is currently implementing a Monument™ e-Budgeting solution to improve and enhance the current DOL, Office of the Assistant Secretary for Administration and Management (OASAM), Departmental Budget Center (DBC) budget preparation and submission process. We are implementing a pilot E-Budgeting system that will satisfy DBC budget administration needs, and also support the budgeting requirements of the Office of Financial Management Operations (OFMO).

Current and ongoing experience was obtained at the Department of State (DOS) while working with and supporting the Bureau of Resource Management (RM) and other State Department bureaus since 1999 in developing and implementing the full suite of Monument™ modules. RGII supported RM/BP (Office of Budget and Planning), RM/SPP (Secretary of Policy and Planning), RM/FA (Foreign Affairs), and the Bureau of Cost Accounting. The supported projects include the DOS Mission Performance Plan (MPP) Automation Project that was released to the field in December 2002. RGII is continuing its support of DOS in its ongoing Bureau Performance Plan (BPP) Automation Project. In this role, RGII is examining all aspects of the planning, budgeting, and performance measurement and results for the financial management and resource control and reporting at the Department of State. Our Monument™ team is also developing a new Statement of Net Cost methodology for the DOS Central Financial Planning System (CFPS) that eliminates 91 computer-assisted manual steps, reduces data entry errors, and addresses Office of Inspector General concerns.

RGII has successfully implemented the Monument™ core modules: Budget Formulation and Budget Publisher, and the Table of Organization module for DOC/NOAA.

### **3.4 Ability to Commence Deliveries**

RGII has successfully completed the implementation of the e-Budgeting Pilot at the DBC, OFMO, and is currently under contract to provide maintenance and support services. RGII's Professional Services team has assisted the budget analysts with the preparation of the DOL Departmental Budget Submission and the OMB budget submission. Our team has also worked closely with DOL's Office of Technical Services in supporting the technical aspects of the system. RGII's software development team, management and administrative staff are able to commence project execution immediately upon award.

## 4 Additional Materials (RFI 6.5)

### 4.1 Monument Provides a Value Added System

Another major difference between Monument™ and most of our competitors is that Monument™ interfaces with most accounting systems. Every accounting system data structure has one critical assumption: data is entered at the detail level and is aggregated. In accounting, nobody enters “target numbers”; nobody enters numbers at the middle or the top, nobody decides that they do not care about certain details but care about other details at the same level. The way the database is organized often makes this assumption all too obvious. Accounting model-based budgeting systems often force users to enter data at an arbitrary level convenient to the system. No one is allowed to enter at a higher or lower level, unless special “configurations” are programmed into the system to force it to violate its own internal rules.

**Monument™ is a Planning and Budgeting System and Interfaces with Accounting Systems**

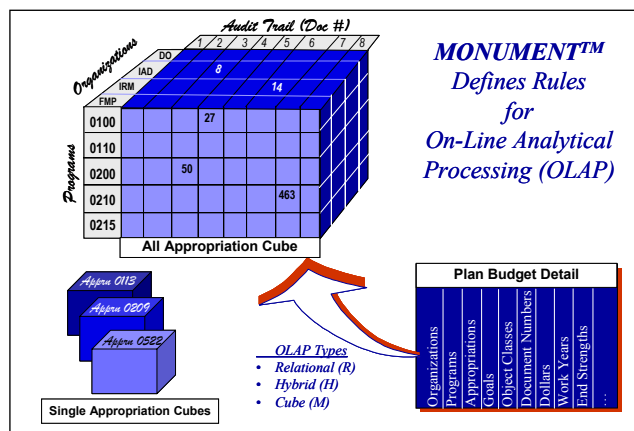
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enter data at an arbitrary level convenient to the system. No one is allowed to enter at a higher or lower level, unless special “configurations” are programmed into the system to force it to violate its own internal rules.

Monument™ also has many features needed to make the planning and budget exercise better and faster. The three “features” that go to the heart of any government budget organization’s objectives are: 1) how easy it is to track, explain, and present the trail of decisions that went into a budget document; 2) how easy it is to make sure that the complex and multi-faceted work of planning and budget formulation is progressing and the work is in manageable “chunks” that can be shared by several analysts; and 3) how easy it is, once all the decisions are made, narrative has been entered, the formatting decisions are made, and the subparts are “checked off,” to click the button and watch the complete budget document print in minutes.

### 4.2 ODBC and OLAP Compliance

Monument™ can interface with any system through Open Database Connectivity (ODBC) connections, and any ODBC system can read its database. Monument™ uses Online Analytical Processing (OLAP) and data warehousing concepts in its architecture. **Exhibit 4-1** illustrates the budget data structure as an OLAP “cube.”



**Exhibit 4-1: OLAP Cube**

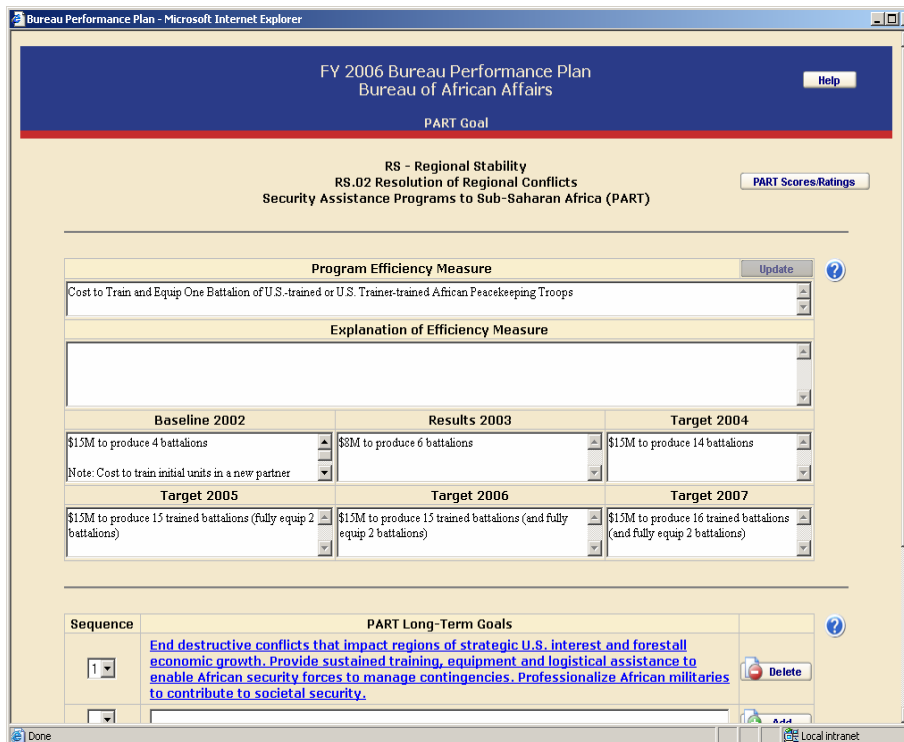
### 4.3 Enhances DOL’s Budgeting Performance

- Monument™ maintains a detailed audit trail that can be utilized with reporting features to produce prior versions of budgeting changes.
- Monument™ may be used to prepare and distribute budget calls which may include baseline / target / control numbers.
- Monument™’s Crosswalk Reports is a flexible reporting tool that utilizes Microsoft Excel spreadsheets.

- Monument™ provides user friendly, intuitive interface for access by budget analysts to manipulate data.
- Monument™ allows remote access to budget system for budget development, downloading of worksheets, etc. through the web.
- Monument™ enables multiple role -based security profiles.
- Monument™ can automatically create an initial version of the DOL budget, using the prior budget actuals, to distribute as a starting point for development of the new budget.
- Monument™ provides the ability to develop, monitor and adjust budgets to multiple levels of detail such as the program, agency, project category, responsibility center, asset and line item levels, and allows the aggregation of any level of detail.
- Monument™ can adjust the baseline budget by line item or in total, and by dollar amount or percent.
- Monument™ supports Multiple Funding Scenarios and request and approve cycles
- Monument™ can be configured to import data from spreadsheets into a common data repository.
- Monument™ reduces re-work during peak submission periods.
- Monument™ provides management/leadership budget visibility during all phases of budget development.

#### 4.4 Performance Rating Assessment Tool (PART) Functionality

Monument™'s performance planner module has PART functionality and can produce performance metrics and cost allocation data with numerical ratings goal achievement information directly into DOL Budget Submissions. **Exhibit 4-2** below is a sample of one of the PART user interfaces.



The screenshot displays the 'Bureau Performance Plan - Microsoft Internet Explorer' window. The main content area is titled 'FY 2006 Bureau Performance Plan Bureau of African Affairs' and 'PART Goal'. Below this, it specifies 'RS - Regional Stability', 'RS.02 Resolution of Regional Conflicts', and 'Security Assistance Programs to Sub-Saharan Africa (PART)'. A 'PART Scores/Ratings' button is visible.

The interface shows a 'Program Efficiency Measure' section with a dropdown menu containing 'Cost to Train and Equip One Battalion of U.S.-trained or U.S. Trainer-trained African Peacekeeping Troops'. Below this is an 'Explanation of Efficiency Measure' section.

A table displays performance data across several years:

Baseline 2002	Results 2003	Target 2004
\$15M to produce 4 battalions	\$8M to produce 6 battalions	\$15M to produce 14 battalions
Note: Cost to train initial units in a new partner		
Target 2005	Target 2006	Target 2007
\$15M to produce 15 trained battalions (fully equip 2 battalions)	\$15M to produce 15 trained battalions (and fully equip 2 battalions)	\$15M to produce 16 trained battalions (and fully equip 2 battalions)

At the bottom, there is a 'Sequence' section with a dropdown menu and a 'PART Long-Term Goals' section containing a detailed goal statement: 'End destructive conflicts that impact regions of strategic U.S. interest and forestall economic growth. Provide sustained training, equipment and logistical assistance to enable African security forces to manage contingencies. Professionalize African militaries to contribute to societal security.' A 'Delete' button is also present.

**Exhibit 4-2: A Sample PART User Interface**

## 5 Questionnaire Results (RFI 6.6)

### 5.1 Question 1

**Question:** Is the automated budget product market considered mature for federal government requirements? If so, how was the product's maturity gained?

**Response:** The market space for federal budgeting automated products is a limited landscape. As significant variations in business processes exist among the federal customers, no single COTS solution is presently an acceptable one-size-fits-all answer. Yet, the RGII solutions set, Monument™, dominates the present market space because Monument™ is designed to meet the stringent requirements of OMB's A-11, yet flexible enough to satisfy individual, configured agency business processes and technical infrastructures. Monument™ has been developed and implemented in three federal agencies over the past several years. Designed on a solid foundation of federal budgeting experience, coupled with a flexible technical base, and configurable for specific customer needs and requirements, Monument™ has matured to a scalable, adaptable budgeting solution. However, RGII recognizes the ever changing budget environment that constantly challenges the maturity of Monument™. RGII has accepted the challenge and is pursuing design changes and expansion of the Monument™ system to satisfy budget administration needs.

### 5.2 Question 2

**Question:** Is it reasonable to expect out-of-the-box budget products exists for federal enterprises? Should design/build versus buy analysis be conducted to determine government's best value?

**Response:** While it is reasonable to expect core federal budgeting functions to be universally available in an "out-of-the-box" application, RGII's extensive experience supporting federal budgeting operations has revealed the need for agency specific configuration in order to more closely mirror unique, established business processes and work flows. A design/build versus buy analysis would reveal the scarcity of any plausible solution besides the Monument™ federal budgeting solution set available to quickly adapt to the Department of Labor's requirements

### 5.3 Question 3

**Question:** Describe your firm's product development lifecycle and more importantly your product roadmap for the next 2-5 years. Is your product web-based, client/server or a combination of either? If the product is a combination or client/server are there efforts underway to build a web-based interface? When is it scheduled for completion? Does your product integrate with performance-based budget modeling software? If so, what products have been integrated?

**Response:** RGII Technologies, Inc. follows an iterative approach to software development that relies on frequent customer interaction with a flexible release schedule which has proven to meet the demanding needs of the federal budgeting process. RGII's experience throughout the federal sector has shown the more flexible, iterative approach results in higher customer satisfaction with the completed application, delivered at a cost savings, and phased to adapt to the critical schedule of federal budgeting. RGII's strategic vision for Monument™ is a flexible, web-

based eSolutions set that is database neutral. Data will be readily available for the customer through defined and ad hoc reporting capabilities. Customers will have the ability to set up and manage their budgeting processes through user-friendly maintenance screens and wizards. The next release of Monument™ will be available for the first phase of the DOL's three year e-Budget solution program. Monument™ is both client/server and web-based. The existing core budget support system has both a web-based interface and client/server application while the publication module is client/server. The publisher module relies upon integration with Microsoft Office® thereby introducing some existing limitations which are being addressed for the next release. Monument™ will be completely web-based. The next release of Monument™ is scheduled for the summer of 2005. Monument™ does not need to integrate with a performance-based budget modeling software tool, because strategic and performance goals are integral to its functionality. A complementary module of Monument™ provides the performance assessment functionality required by OMB in their Performance Assessment Reporting Tool (PART). The Department of State version of this performance assessment has been demonstrated to exceed OMB's expectations and has been identified as an industry leader. The performance assessment module captures all relevant data, stores it in a relational database which is integrated to the core central budget data, transfers it to OMB in their prescribed spreadsheet format, and uploads OMB's responses to the Department back into the performance assessment and planning database. RGII has already identified a teaming opportunity with a vendor who has developed a performance identification methodology tool. This RGII solutions team affords the Department of Labor the complete methodology and application tool set to ensure the President's Management Agenda requirements are realized.

#### 5.4 Question 4

**Question:** Describe the methodology used to deploy the automated solution to an enterprise and list client references currently using the system. DOL reserves the right to contact current and previous customers provided in response to Question #4.

**Response:** RGII employs several different mechanisms in deploying its software solutions sets. For web-based application users, they need only be registered in the Monument™ database, be assigned the applicable user profile level, and login and use of the application may commence. For users of the client/server applications, after initial assignment into the user profile table within the database, RGII employs a technology wherein a simple double click on the desk top icon results in the software checking the Monument™ database for confirmation that the latest version of Monument™ is installed. If a new version is available, the application automatically downloads and installs the latest version on the user's machine. This simple, user-friendly deployment is currently in operation at two federal budgeting offices to great acclaim. The Bureau of Resource Management at the Department of State utilizing Monument™ for its central budgeting operations, its allotment and reimbursement operations, and its performance planning at all three levels of the Department. Within a very short period of time, RGII will implement and deploy for the Bureau of Resource Management a budget formulation and financial planning module for each bureau within the Department. The points of contact are: Department of State: Mr. Bob McFadden, 202-647-7805; National Oceanic and Atmospheric Administration, Dept. of Commerce, Ms. Debra Rodgers, 202.482.4986.

## 5.5 Question 5

**Question:** How mature is your product and how much technical emphasis is required to support product?

**Response:** Monument™ is a robust, mature software application presently meeting the budgeting needs of several federal agencies. At the Department of State, the Monument™ interface to the accounting system allows daily transactional data to be exchanged and then presented to the central budgeting decision makers for analysis and oversight. This planning and execution functionality will be available to individual bureau users as they develop their budgets and manage their financial plans. Monument™ is scalable and flexible to adapt to a variety of customer needs, requirements, and available technical expertise. Support of the product is adapted to customer desires. For those customers who choose not to be involved in daily operational maintenance, RGII provides on-site customer support in a configuration to match the user's preferences. For those customers who want to manage all aspects of users and accounts, RGII provides maintenance screens configured to meet customer requirements.

## 5.6 Question 6

**Question:** What is an average, estimated price to procure implementation services and product costs for an enterprise that consists of 18 agencies? How is your product priced (licensed per seat, per named user, per server, maintenance fees, etc)?

**Response:** RGII's prices consist of a License Fee, Seat Fee, and Implementation Services costs. The estimated costs below were based on RGII's experience in implementing the Monument™ E-Budgeting solution for the DBC, Office of Financial Management Operations (OFMO). OFMO area of responsibilities includes four appropriations and appears to be one of the smaller budgeting activities in DoL. RGII's implementation costs for OFMO could be as much as \$125,000. The costs below reflect economies of scale during the three-year implementation period, with decreasing implementation costs reflected annually. Please note that the costs below are merely an estimate and further research and analysis would be required to develop a more accurate cost estimate.

**Monument™ License Fee:** \$115,000 - \$125,000

**User Fee (100 spread over 3 years):** \$

**Maintenance fee:** \$50,000 to \$83,000 annually

\*(complete package includes; documentation, training, etc.)

<b>e-Budget Price Structure (Rough Order of Magnitude)</b>			
<b>FY 2006</b>		<b>Price Range (Low to High)</b>	
Implementation Services for 6 Agencies:	\$ 2,350,000	-	\$ 3,600,000
Seat Fee:	\$ 150,000	-	\$ 175,000
Maintenance Fee:	\$ 50,000	-	\$ 75,000
License:	\$ 115,000	-	\$ 125,000
Total:	\$ 2,865,000	-	\$ 3,975,000
<b>FY 2007</b>		<b>Price Range</b>	
Implementation Services for 6 Agencies:	\$ 2,200,000	-	\$ 3,350,000
Seat Fee:	\$ -	-	\$ -
Maintenance Fee:	\$ 53,000	-	\$ 78,750
Total:	\$ 2,253,000	-	\$ 3,428,750
<b>FY 2008</b>		<b>Price Range</b>	
Implementation Services for 6 Agencies:	\$ 2,050,000	-	\$ 3,200,000
Seat Fee:			
Maintenance Fee:	\$ 56,000	-	\$ 83,000
Total:	\$ 2,106,000	-	\$ 3,283,000
<b>Total Enterprise Cost</b>		\$ 7,224,000	- \$ 10,686,750
<b>Average Cost Per Agency (ROM)</b>		\$ 401,000	- \$ 594,000

**Exhibit 5-1: e-Budget Costs**

## 5.7 Question 7

**Question:** What programming platform was selected for your product (.NET, JAVA, Cold fusion, etc.)? Why?

**Response:** Monument™ has a multi-tiered architecture. This multi-tiered architecture provides the benefits of better performance, reliability and scalability as well as an isolated and secure business layer. The multi-tier architecture will also allow Monument™ to support any database the client chooses in conformance with their technical and systems architecture. The multi-tier design will allow for a variety of display front-ends to be utilized, such as Web (ASP), traditional Client GUI applications, and .NET while using the same business components and database. The middle tier, which will contain the federal budgeting business logic, will be on a COM+ platform and written in Visual C++ and Visual Basic. COM+ is utilized because it is the industry standard middle tier development for Microsoft based servers. Visual C++ is used for speed and efficiency in COM+ development while Visual Basic is used for higher level business objects. The initial phase of Monument™ will also have a COM+ deployment in order to accommodate those federal budgeting operations that are not yet ready to migrate to Microsoft's .NET platform and in order to meet the needs of those federal agencies utilizing Windows®

technology. Monument™ will allow for flexibility yet remain consistent with the technical architecture specifications as identified by OMB in their Technical Reference Model. RGII is undertaking an analysis of the benefits and applicability of developing Monument™ as a platform independent solution and expects to have mapped their future role shortly. The initial release of Monument™ will be able to utilize either a Microsoft SQL Server or an Oracle database in the data tier. The database structure is based on multiple dimensions so that the data and relationships will be able to be defined for both the core federal budgeting processes and requirements and for those unique to each Agency. This flexible design will also allow customization without the need for further software development. The initial presentation tier of Monument™ will be written in ASP and Visual Basic. There are several plug-in components to handle tasks such as WYSIWYG text editing and robust grid displays. XML will be used for integration and interfaces between the different tiers and clients.

## 5.8 Question 8

**Question:** Describe your software development approach to produce budget support system and the usefulness of architecture (technical, system, and information).

**Response:** RGII's software development approach is an iterative development methodology. We begin by collaborating with the Federal budgeting office we are supporting to ascertain commonalities with earlier implementations of Monument™. We then identify the agency's unique budgeting operations in order to maximize their design representation requirements in the database. Our development model retains the maximum flexibility for the agency as it does not require the complete identification of all information and data architecture prior to the commencement of the technical development. Nor does it require significant administrative actions in order to adjust to exceptions not previously identified. Rather, a composite picture of the agency's operations provides the baseline to begin development. As development process evolves, the agency is consulted on a frequent and regular basis in order to define with greater granularity the information flows and process exceptions. Technical, system and information architecture artifacts are very important in ensuring RGII develops the optimum solution set that conforms to the agency's technical infrastructure, retains their unique data dictionary, identifies all their information processes and flows, and allows for introduction of technical advances as the agency adopts them.

## 5.9 Question 9

**Question:** Based on a traditional change management methodology how does your firm support changes to the basic product in order to integrate unique internal business processes? What mechanism is in place to capture unique internal business processes?

**Response:** Monument™ is designed to be easily configurable and maintains the maximum flexibility in order to accommodate the vast majority of agency unique business processes without requiring extensive additional programming. In those instances where business rules may require some nominal programming effort, the agency is able to easily communicate throughout RGII's iterative development process utilizing three available channels of communication: the established program manager, our Monument™ call center and our Monument™ support website. Change requests identified by the customer undergo evaluation by the Monument™ con-

figuration control board comprised of functional budget experts and technical architects in conjunction with the customer's program manager. Schedules and acceptance of changes will be communicated by the program manager to the customer along with requests for additional clarifying information. Our employment of information, data and business architecture artifacts for Monument™ by our Enterprise Architecture team comprised of functional analysts and technical experts enables rapid identification of agency unique internal business processes and design of Monument™ solutions for the customer.

## 5.10 Question 10

**Question:** Is security incorporated into the product framework or overlaid on the product based on client policy? Please explain.

**Response:** The security model of Monument™ is a blended security model utilizing both the customer's network client policy and a finer grained application security policy. Monument™ utilizes the security features of the COM+ component services manager to identify users based on client policy while the Monument™ application has an additional layer of security to allow them access to a variety of functional capabilities resident within the application. Monument's™ security access policies are configured based on using maintenance screens within the application. This two-prong approach allows for flexible and easily configurable controls to the application and various functionality contained within the application. This application security policy is based within the database and easily configurable by the customer's organic system administration resources. This security profile may be applied to both individuals and to identified groups.

## 5.11 Question 11

**Question:** How does your firm assure all measures of the Federal Enterprise Architecture are applied across the product offering? Please comment on the product's mapping to the following reference models: performance, business, technical, service and data.

**Response:** RGII has on staff in our software solutions team an Enterprise Architect, certified by the Federal Enterprise Architecture Institute and the University of California, Los Angeles. She and her team are knowledgeable and fully conversant on the modeling methodologies of both the Zachman Framework, the Department of Defense Architecture Framework, and all variations presently employed throughout the federal sector. Their involvement in the Enterprise Architecture communities of interest ensures the latest industry best practices are reviewed, assessed for applicability to individual federal budgeting operations, and incorporated where advantageous to the customer. Monument™ stands out as the leader in applicability to all five reference models cited by OMB because Monument™ uniquely connects the organization's strategic and performance goals to budgetary input in satisfaction of the Performance Reference Model. An additional module of Monument™ enables the agency to assess its performance over a period of years and track performance results. Further, the performance assessment module provides the agency a seamless delivery of this information to OMB in the prescribed format without requiring duplicative manual keying. Monument™ is the optimum investment for all agencies as the principal federal budgeting solution, immediately available for instant collaboration with OMB and other federal agencies should the business requirement arise. Monument™ readily corresponds to the Business Reference Model through both the Support Delivery of Ser-

vices in the Resource and Planning Allocation domain and in the Financial Management component of the Management of Government Resources domain. Likewise, Monument™ directly maps to the Service Component Reference Model through the Customer Services, the Process Automation Services, the Business Management Services, the Digital Asset Services, the Business Analytical Services and the Back Offices Services domains. Monument™ also conforms to the Federal Enterprise Architecture Technical Reference Model and is designed to readily adapt to future technology advances as adopted by the Department of Labor.

## 5.12 Question 12

**Question:** How do you address 508C compliance regulations within your product?

**Response:** RGII's commitment is to provide 508 compliant software products to our customers. Our flagship product, Monument™, currently under re-design, will enable all federal budgeting agencies the ability to be in full compliance with all applicable laws and directives ensuring an equitable and available workspace for all employees. Several members of the RGII development team have extensive experience with 508 compliance development and testing. All Monument™ development is geared to ensure 508 compliance requirements are met. RGII employs several tools to ensure the compliance of Monument™. HiSoftware's AccVerify Professional is used for verifying web-based applications. This is a powerful tool used by many US Government agencies and is composed of AccVerify and AccRepair. AccVerify provides 508 compliance testing of web-based applications directly from a website and AccRepair performs automated repair of HTML code. It also serves as a repository of changes and repairs so that they can be reused. AccessABILITY's 508Wizard is used to review Visual Basic code for 508 compliance issues. This tool scans the code for possible issues and generates reports for management, QA/QC, and developers.

## 5.13 Question 13

**Question:** Please list one (1) client point of contact (with name, title, and phone number) that may be contacted to establish an inter-governmental business relationship to assist in delivering a joint budget support system.

**Response:**  
Veteran's Affairs  
Veteran's Benefit Administration (VBA)  
Director, Office of Budget Formulation  
JoAnn Van Beusichem  
Office: 202-273-7107  
Fax: 202-275-2631