



PRODUCT DESCRIPTION TEMPLATE

**DEPARTMENT OF VETERANS AFFAIRS
Office of Information & Technology
Financial Services Center (FSC)**

Fiserv Frontier FUND Xpedite 8.1 Reconciliation Software

Date:7/26/18

TAC-18-51004

Product Description Version Number: 1.0

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TAC Number: TAC-18-51004

PRODUCT DESCRIPTION

1. REQUIREMENTS:

Department of Veteran's Affairs Financial Services Center (VA-FSC) has a requirement for Fiserv Frontier FUND Xpedite 8.1 Reconciliation Software maintenance and technical support. The software is used to reconcile Standard Form 224 cash transactions, Defense Finance and Accounting Services payroll transactions, and transactions for the Centrally Billed Account (US Bank, Travel Management Center and FEDTraveler). The main users are the Accountants from the 224 Reconciliation Section, Nationwide Accounting Help Desk and the Travel Support Group. Maintenance and technical support provides VA-FSC with enhancements and releases for the licensed software and technical telephone or email support during the Contractor's normal hours of operations. The Contractor shall provide 24/7 production telephone support.

Previously Purchased Software	Qty
Maintenance and Technical Support for Fiserv Frontier FUND Xpedite 8.1 Reconciliation Software Package. Perpetual User Licenses	25

1. NOTICE OF THE FEDERAL ACCESSIBILITY LAW AFFECTING ALL ELECTRONIC AND INFORMATION TECHNOLOGY PROCUREMENTS (SECTION 508)

a. On August 7, 1998, Section 508 of the Rehabilitation Act of 1973 was amended to require that when Federal departments or agencies develop, procure, maintain, or use Electronic and Information Technology, that they shall ensure it allows Federal employees with disabilities to have access to and use of information and data that is comparable to the access to and use of information and data by other Federal employees. Section 508 required the Architectural and Transportation Barriers Compliance Board (Access Board) to publish standards setting forth a definition of electronic and information technology and the technical and functional criteria for such technology to comply with Section 508. These standards have been developed and published with an effective date of December 21, 2000. Federal departments and agencies shall develop all Electronic and Information Technology requirements to comply with the standards found in 36 CFR 1194.

b. Section 508 – Electronic and Information Technology (EIT) Standards:

The Section 508 standards established by the Architectural and Transportation Barriers Compliance Board (Access Board) are incorporated into, and made part of all VA orders, solicitations and purchase orders developed to procure Electronic and Information Technology (EIT). These standards are found in their entirety at: <http://www.section508.gov> and <http://www.section508.gov/acquisition-regulations>. A printed copy of the standards will be supplied upon request.

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c. The Contractor shall comply with the technical standards as marked:

- X § 1194.21 Software applications and operating systems
- X § 1194.22 Web-based intranet and internet information and applications
- X § 1194.23 Telecommunications products
- X § 1194.24 Video and multimedia products
- X § 1194.25 Self-contained, closed products
- X § 1194.26 Desktop and portable computers
- X § 1194.31 Functional Performance Criteria
- X § 1194.41 Information, Documentation, and Support

d. The standards do not require the installation of specific accessibility-related software or the attachment of an assistive technology device, but merely require that the EIT be compatible with such software and devices so that it can be made accessible if so required by the agency in the future.

e. Alternatively, offerors may propose products and services that provide equivalent facilitation. Such offers will be considered to have met the provisions of the Access Board standards for the feature or components providing equivalent facilitation. If none of the offers that meet all applicable provisions of the standards could be accepted without imposing an undue burden on the agency or component, or if none of the offerors propose products or services that fully meet all of the applicable Access Board's provisions, those offerors whose products or services meet some of the applicable provisions will be considered eligible for award. Awards will not be made to an offeror meeting all or some of the applicable Access Board provisions if award would impose an undue burden upon the agency.

f. Offerors must submit representation information concerning their products by completing the Voluntary Product Accessibility Template® (VPAT) template at <http://www.itic.org/dotAsset/5644ecd2-5024-417f-bc23-a52650f47ef8.doc> or <http://www.section508.gov/buyaccessible-wizard>.

PERFORMANCE PERIOD:

The period of performance for the software shall be a 12-month Base Period plus four (4) 12-month Option Periods for maintenance.

Inspection: Destination
Acceptance: Destination
Free on Board (FOB): Destination
Ship To and Mark For:

Primary: Evelyn Paige (VA FSC)

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Name: Evelyn Paige (VA FSC)
Address: 1615 Woodward St.; Austin, TX; 78772
Voice: 512-460-5267
Email: Evelyn.Paige2@va.gov

Special Shipping Instructions:

Prior to shipping, Contractor shall notify Site POCs, by phone followed by email, of all incoming deliveries including line-by-line details for review of requirements. Contractor cannot make any changes to the delivery schedule at the request of Site POC.

Contractors must coordinate delivery with Site POCs before electronic shipment of the FISERV software.

INFORMATION SECURITY CONSIDERATIONS:

The Assessment and Authorization (A&A) requirements do not apply and a Security Accreditation Package is not required.

All VA sensitive information shall be protected at all times in accordance with local security field office System Security Plans (SSP's) and Authority to Operate (ATO)'s for all systems/LAN's accessed while performing the tasks detailed in this Product Description.

(Maintenance/installation (warranty) contracts in which VA sensitive information and/or systems are accessed by a VA contractor/subcontractor require the following five requirements per 38 U.S.C. §§ 5723 and 5725)

- a. A prohibition on unauthorized disclosure: "Information made available to the contractor or subcontractor by VA for the performance or administration of this contract or information developed by the contractor in performance or administration of the contract shall be used only for those purposes and shall not be used in any other way without the prior written agreement of the VA." See VA handbook 6500.6, Appendix C, paragraph 3.a.
- b. A requirement for data breach notification: Upon discovery of any known or suspected security/privacy incidents, or any unauthorized disclosure of sensitive information, including that contained in system(s) to which the contractor/subcontractor has access, the contractor/subcontractor shall immediately and simultaneously notify the COR, the designated ISO, and Privacy Officer for the contract. The term "security incident" means an event that has, or could have, resulted in unauthorized access to, loss or damage to VA assets, or sensitive information, or an action that breaches VA security procedures. See VA Handbook 6500.6, Appendix C, paragraph 6.a.
- c. A requirement to pay liquidated damages in the event of a data breach: "In the event of a data breach or privacy incident involving SPI the contractor processes or maintains under this contract, the contractor shall be liable to VA for liquidated damages for a

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specified amount per affected individual to cover the cost of providing credit protection services to those individuals.” See VA handbook 6500.6, Appendix C, paragraph 7.a., 7.d.

d. A requirement for annual security/privacy awareness training: “Before being granted access to VA information or information systems, all contractor employees and subcontractor employees requiring such access shall complete on an annual basis either: (i) the VA security/privacy awareness training (contains VA security/privacy requirements) within 1 week of the initiation of the contract, or (ii) security awareness training provided or arranged by the contractor that conforms to VA’s security/privacy requirements as delineated in the hard copy of the VA security awareness training provided to the contractor. If the contractor provides their own training that conforms to VA’s requirements, they will provide the COR or CO, a yearly report (due annually on the date of the contract initiation) stating that all applicable employees involved in the VA’s contract have received their annual security/privacy training that meets VA’s requirements and the total number of employees trained. See VA Handbook 6500.6, Appendix C, paragraph 9.

e. A requirement to sign VA’s Rules of Behavior: “Before being granted access to VA information or information systems, all contractor employees and subcontractor employees requiring such access shall sign on annual basis an acknowledgement that they have read, understand, and agree to abide by VA’s Contractor Rules of Behavior which is attached to this contract.” See VA Handbook 6500.6, Appendix C, paragraph 9, Appendix D. Note: If a medical device vendor anticipates that the services under the contract will be performed by 10 or more individuals, the Contractor Rules of Behavior may be signed by the vendor’s designated representative. The contract must reflect by signing the Rules of Behavior on behalf of the vendor that the designated representative agrees to ensure that all such individuals review and understand the Contractor Rules of Behavior when accessing VA’s information and information systems.

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