

Advanced Planning Brief to Industry (APBI)

Presented by: Terry Reader



CAPT Duncan McKay, USN
Commanding Officer



Dr. Angela Lewis, SES
Technical Director

Statement A: Approved for Public Release; Distribution is unlimited.

- **Executing and coordinating business activities for NSWC Crane Division.**
- **Overseeing issues, planning, and execution progress and status.**
- **Working with NSWC Crane Business Director in providing connectivity between Support Departments (Corporate Operations, Comptroller, Contracts) and Technical Departments for business functions.**
- **Supporting strategic planning and execution.**
- **Metrics, data analysis, creating business tools, predictive modelling, data science (future state).**

- **We are in option year four of our current contract.**

- **Help us apply industry knowledge to make our business processes more efficient: e.g. configuration management.**
- **Documenting data architecture and general processes.**

- **Recruit folks with degrees in Data Science and/or Statistics.**
- **Recruit folks proficient, and potentially have certifications, in programming languages, building databases, and data analytics/data science.**

- **Specific language that indicates the need for folks with degrees or certifications that meet industry standards: i.e. programming languages, data analytics, data science, etc.**

- **People:**
 - **NSWC Crane, mostly within the business departments, can use assistance staffing positions with folks who possess advanced data analytics and data science capabilities.**
 - **Beyond working in spreadsheets. Need folks who are skilled at programming (e.g. SQL, Python, R), strong mathematical and statistical skills, ability to help us advance our Machine Learning and Artificial Intelligence (ML/AI) capabilities. This includes in house coding to build databases, algorithms, and machine learning capabilities**
- **Software Applications:**
 - **Analytics platforms and software that can identify and predict patterns while working within the NMCI environment.**
 - **Software that is statistically focused for folks with low to no code experience and works within NMCI environment.**
 - **Already have access to Power BI and Tableau.**

- **Contractors could more openly communicate their issues and workload status to better manage issues and risks.**
- **Contractor employees could receive training for basic knowledge items that are common to all contractors: e.g. understanding how to connect to the VPN while teleworking.**

- The major training effort, or knowledge sharing sessions, within CBO are focused on helping employees understand the business operations of NSWC Crane.
- Also, some basic functions that are common knowledge for all contractors at NSWC Crane: when contractors come on board in my group, they don't know how to VPN/RAS from home, how NMCI works, who to go to for help. Further, in every single instance, the contractor employee has asked the government to approve their leave, so we redirect the employee to their program manager.

- **Recruit the aforementioned skills.**
- **Leverage best practices from industry.**

Advanced Planning Brief to Industry (APBI)

Presented by: Barbara Strahley



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- **The Human Resources (HR) division focuses on the following areas:**
 - **HR Division**
 - Policy, Planning, & Analysis
 - Recruitment & Student Outreach
 - Staffing & Classification
 - Labor & Employee Relations
 - Workforce Development
 - **Equal Employment Opportunity (EEO) Office, Diversity, & Inclusion (D&I) Office**
 - **Command Evaluation & Review Office (CERO)**

- **HR follow on contract should hit the street this summer (June/July timeframe)**
 - **Seaport Sources Sought notification has been posted**
- **Current contract ends May 2022**
- **Current HR contract is a small business set aside**

- **What can our contractor partners help with right now?**
 - **HR technical and administrative services**
 - Reviewing and providing recommendations subject to approval by the Government on regulations, policies, and practices under Title 5, United States Code, and other statutes and legal authorities
 - Complex analytical and technical HR functions to include examining human resources laws, policies, rules, procedures, and providing informational support to employees, supervisors, and managers
 - Conduct research on human resource law, regulations, and policies to assist in the drafting of instructions and standard operating procedures (SOPs) pertaining to Human Resources

- **What can our contracting partners do now to be prepared to support future requirements?**
 - Curriculum Development
 - Executive Level Coaching
 - Complex workforce analysis, analyze trends, and forecast changes
 - Knowledge of HR and EEO rules and regulations

- ~~Do you find we are spending a large amount of time training the contractors that are currently supporting us?~~
 - We need support from employees that are competent in Microsoft products (i.e., Outlook, PowerPoint, Excel, Word, Access, etc.)
 - Advanced computer skills in Access

- ~~How can our contractor partners help our organization be successful?~~
 - Provide high quality, dedicated employees that want to work in a fast paced environment.

Advanced Planning Brief to Industry (APBI)

Presented by: Jesse Beam



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- **“We provide mission-focused facilities, environmental and safety solutions”**
- **Four Branches:**
 - **Code 1021 Facilities Maintenance and Operations**
 - **Code 1022 Acquisition and Construction Management**
 - **Code 1023 Environmental**
 - **Code 1024 Safety**

Upcoming Infrastructure Acquisitions

- **Blanket Purchase Agreements**
 - Flooring and walls
 - Equipment maintenance, including HVAC
 - Building maintenance support
- **Architect-Engineer Services (~FY23)**
 - Engineering study / design support
 - Facility renovation and minor construction
- **Microgrid(s) are in early stage concept planning**

- **Horizontal Infrastructure**
 - Primarily the power grid; capacity and quality
 - RDT&E mission’s hunger for power grows inexorably
- **Modular Construction (both renovation and new)**
 - Faster projects from award to beneficial occupancy
 - Lower total cost of ownership due to reduced long-term maintenance requirements
- **Secured Space**
 - DoD system programs increasingly classified
 - Greater need for spaces to host classified work

Advanced Planning Brief to Industry (APBI)

Business & Financial Management Division



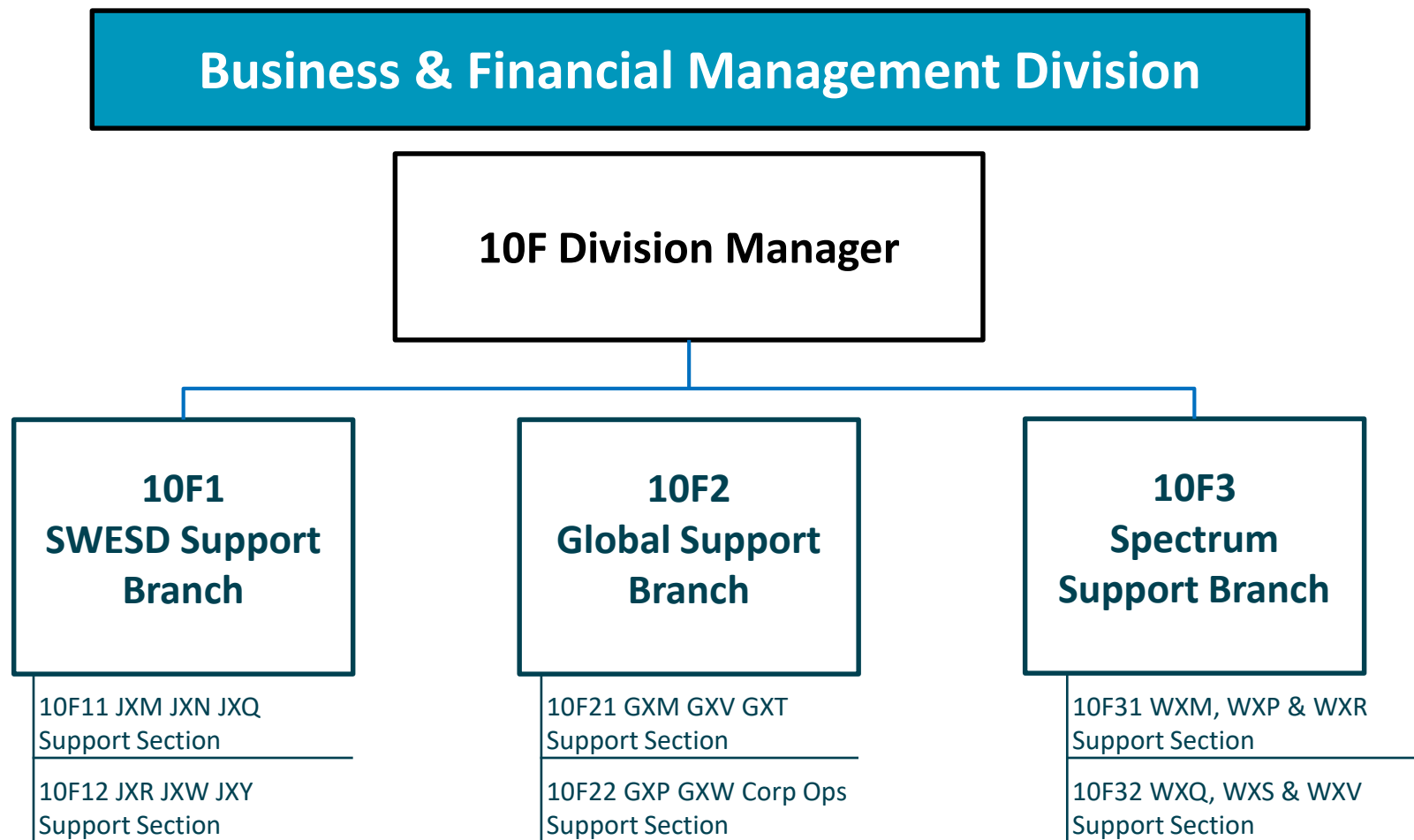
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Distribution Statement Pending

Business & Financial Management Division (BFMD) provides rapid and thorough business, financial and analytical support to all NSWC Crane Departments.





- Provide rapid and thorough support for the business, financial and analytical operations of all NSWC Crane Departments
- Provide expertise in financial regulations, data analysis and direct/indirect budget allocations and expenditures
- Maintain an effective financial management system and provide financial guidance on short and long range project planning and resource allocation
- Responsible for exercising fiscal control over distribution and expenditure of all allocated funding within all cost centers of the Departments serviced
- Serve as the primary source for critical data call research and compilation
- Provide analytical support on programmatic and financial issues to Task Managers and Technical Project Managers

Organization	Planning	Processing	Reporting
<ul style="list-style-type: none"> ➤ Provide an effective workforce with financial management skills ➤ Comprehend, communicate, and follow all financial management policies ➤ Maintain an effective relationship with the financial management enterprise ➤ Perform as an ISO 9001 certified organization 	<ul style="list-style-type: none"> ➤ Fully understand the customers mission and line of business ➤ Support customers with the development/collection of requirements ➤ Include reporting requirements and analysis/results of prior year execution ➤ Support entry of planning information into financial tools/systems 	<ul style="list-style-type: none"> ➤ Perform ERP set-up and/or effect modifications ➤ Manage the receipt, processing, and monitoring of incoming funding ➤ Manage outgoing funding efforts to ensure proper execution ➤ Perform actions to ensure successful execution of funds identified as labor ➤ Provide support for non-labor funds processing ➤ Support labor/timekeeping efforts ➤ Effect and/or support financial reviews 	<ul style="list-style-type: none"> ➤ Identify required financial reports and reporting strategies ➤ Generate reports and perform validation ➤ Perform analysis of reports and financial information ➤ Provide on a regular basis to the customer, reports, results of analysis, and recommendations ➤ Support data calls and other information gathering/analysis requests and needs

- **Business Operations Support Services (BOSS) Seaport Task Order Contract**
 - **Currently preparing documentation for a Seaport Sources Sought announcement and submission**
 - **Enhanced scope to the current BOSS effort N00164_17_F_3004**
 - **A task order without technical instructions is being contemplated and will require a more detailed statement of work**

- **Business Operations Support Services – Follow-on**
 - Strategy and Planning
 - **Research and Analysis**
 - **Program and Project**
 - Corporate Business
 - **Financial Management**
 - Public Relations and Communications
 - Graphics and Publications
 - Property Management
 - Material and Asset Management
 - Receiving and Distribution of Materials
 - Warehousing Support
 - Functional and Administrative

- **BFMD Teaming/Support Improvements**
 - Assist in improving financial analysis and reporting to improve value to customer
 - Support the expansion of business types and services provided to customers
 - Enhance financial team structure and operations
 - Continue to improve financial processes, tools, and capabilities
 - Participate on BFMD improvement teams

- Ability to connect data sources—spreadsheets, databases, SharePoint, SQL servers, and backend tables from Navy ERP
- Capability **to use** current and historical data to make predictions with statistics and predictive modeling/trend analysis to spot patterns with the use of modernized software
- Create financial summaries with visuals such as tables, charts, graphs, and dash-boards
- Ability to use software to automate repetitive key financial workflows to reduce human error, manual workload, and process completion time while increasing employee bandwidth

- **General Teaming/Support Improvements**
 - Provide personnel experienced in government work and/or assist in developing training programs for smoother onboarding
 - Use remote work capabilities to provide skills and personnel not available locally
 - Strive to reduce turnover and/or establish procedures to minimize disruption
 - Develop desk guides to reduce impact

- **Contractor partner support needed to develop/maintain a successful organization**
 - Understand the NSWC Crane mission and requirements
 - Support the Crane Management System
 - Provide skilled and knowledgeable personnel
 - Assist in business excellence efforts
 - Generate and propose ideas for innovation
 - Reduce turnover and improve transition and training of replacement personnel