

Marshall CIV John C

From: Marshall CIV John C
Sent: Tuesday, December 23, 2008 2:53 PM
To: M_HQMC_MCFCS_Directors/Deputies
Cc: M_HQMC_LB; Romano CIV Mark; Oliver CIV R. Kaye; Daise CIV Stanley C; Haines CTR John; Hobbs CIV Beverly
Subject: APM 09-05: Web-Based Weighted Guidelines (WGL) Implementation
Signed By: marshalljc@hqmc.usmc.mil

Attachments: WGL Web Based DASN 8Oct08.pdf; WGL Training for MCFCS.pps



WGL Web Based
DASN 8Oct08.pdf



WGL Training for
MCFCS.pps

To All,

POLICY: Web-Based Weighted Guidelines (WGL) Implementation

ACTION: Effective immediately and in accordance with the attached DASN (A&LM) memorandum of 8 October 2008, MCFCS contracting offices shall use the new online Weighted Guidelines (WGL) application whenever a structured approach to profit analysis is required by DFARS 215.404-4. Any WGL DD Form 1547 that may have been completed manually during the first quarter of FY09 needs to be populated into the on-line system by 28 January 2009.

DISCUSSION:

1. Background.

a. Generally, this on-line, web-based WGL application does not have widespread applicability throughout the MCFCS. DFARS 215.404-4(b) specifically requires the use of a structured WGL approach for developing a prenegotiation profit or fee objective on any negotiated contract action when cost or pricing data is obtained, except for cost-plus-award-fee contracts (see 215.404-74, 216.405-2, and FAR 16.405-2) or contracts with FFRDCs (see 215.404-75). In addition, DFARS 215.404-4(c)(1) indicates that we are not to perform a profit analysis when assessing cost realism in a competitive acquisition. Most of our actions are competitive or commercial and do not require cost or pricing data in accordance with FAR 15.403-1, hence no WGL. SeaPort-e task orders are always negotiated on a competitive basis, as are most other CPFF contracts we award, using price analysis and cost realism. Actions requiring the use of this on-line automated WGL application are when a DD Form 1547 is required and the action exceeds the cost or pricing data threshold of \$650,000 (see FAR 15.403-4).

b. The WGL application's benefit to the DON and the MCFCS is that it automates the development of the DD Form 1547 and standardizes the reporting method of profit statistics. See DFARS PGI 215.404-70 and PGI 215.404-76, respectively.

2. Registration.

a. To access and register for a WGL account, please use the URL at <https://www.wgl.wpafb.af.mil/wgl/> <<https://www.wgl.wpafb.af.mil/wgl/>> , following the procedures below.

b. For the MCFCS, the HQMC, I&L WGL System Administrator is Mr. John Marshall, john.c.marshall2@usmc.mil <<mailto:john.c.marshall2@usmc.mil>> , (703) 695-6225 x2548; alternate is Mr. John Haines, john.haines1.ctr@usmc.mil <<mailto:john.haines1.ctr@usmc.mil>> , (703) 695-6590 x2509.

c. Some months ago, DASN collected user information to pre-register many potential MCFCS users. Those that were pre-registered should be able to enter the site with their CAC cards. Suggest attempting that first. If you cannot gain access with your CAC card, then follow the self-registration directions at the web site listed in paragraph 2.a. above.

Contact the HQMC, I&L WGL System Administrators (John Marshall or John Haines) via email for the required case-sensitive "handshake code" necessary for initial use only to secure access to the application during self-registration. Once registration is completed, logging onto WGL can be done via your CAC card.

d. When self-registering, select your contracting office from the drop-down menu on the WGL Self-Registration page. All MCFCS offices are believed to be listed and they begin with the letter "F", followed by the last four digits of your UIC/DoDAAC, for example, LOGCOM = F7004.

3. WGL Application Training.

a. WGL User Application Guides are available on the "Welcome to WGL" page at <https://www.wgl.wpafb.af.mil/wgl/> <<https://www.wgl.wpafb.af.mil/wgl/>> .

b. In addition, HQMC, I&L adapted the attached WGL training slide presentation for use by MCFCS offices.

Please let us know if you have any questions. Please direct questions to the HQMC, I&L WGL System Administrators identified in paragraph 2.b. above.

V/R John
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OCT - 8 2008

MEMORANDUM FOR DISTRIBUTION

Subj: REPORTING PROFIT AND FEE STATISTICS USING WEB-BASED APPLICATION

Ref: (a) DFARS/PGI 215.404-70
(b) DFARS/PGI 215.404-76
(c) DFARS 215.404-4

Encl: (1) Web-based Weighted Guidelines (WGL) Program Information

This memorandum directs the use of the web-based Weighted Guidelines (WGL) Contract Profit Reporting System (CPRS) to perform profit analysis and to submit profit and fee statistics reports for certain acquisitions.

Reference (a) identifies the DD Form 1547 as the principal source document of the Department of Defense (DoD) for reporting profit statistics to the DoD-wide management information system. Reference (b) requires the submission of quarterly reports for profit and fee statistics to the Directorate for Information Operations and Reports (DIOR), Washington Headquarters Services (WHS).

Effective immediately, all Navy and Marine Corps contracting offices shall use the web-based WGL application available at <https://www.wgl.wpafb.af.mil/wgl/default.asp> to perform profit analysis on negotiated contract actions whenever a structured approach to profit analysis is required by reference (c). The WGL application automates the development of the DD Form 1547 and standardizes the reporting method of profit statistics to DIOR WHS. This system will be used to submit the required quarterly report on profit statistics to DIOR WHS. Enclosure (1) provides additional details regarding use of this system. Each addressee must designate a local WGL administrator. DASN(A&LM)/E-Business will serve as the WGL HQ administrator.

Please disseminate this memorandum to all contracting personnel using your procurement authority. Successful implementation of this program will require 100 percent participation of all contracting offices. Direct questions regarding the implementation of the web-based WGL program to Ray Burke at (703) 614-9637, email ray.burke.ctr@navy.mil. Forward questions regarding policy on profit analysis and reporting requirements to Evelyn Ortiz at (703) 614-9640, email evelyn.ortiz@navy.mil.


M. P. Jagard
Chief of Staff/Policy
for DASN (A&LM)

Distribution: See page 2

Subj: REPORTING PROFIT AND FEE STATISTICS USING WEB-BASED APPLICATION

Distribution:

CMC (LB)

MARCORSYSCOM (CT)

MSC (N10)

NAVAIRSYSCOM (2.0)

NAVFACENGCOM (ACQ)

NAVICP (02)

NAVSEASYSCOM (02)

NAVSUPSYSCOM (02)

ONR (02)

SPAWARSYSCOM (02)

SSP (SPN)

WEIGHTED GUIDELINES (WGL) ENCLOSURE 1

The web based Weighted Guidelines (WGL) application is Internet Explorer (IE Version 6.0 or higher) specific. This program works only with the Internet Explorer (IE) browser. Use the IE browser to access the logon page at the following URL: <https://www.wgl.wpafb.af.mil/wgl/>. A Common Access Card (CAC) is required to access the WGL site.

After connecting to the WGL web page, a case-sensitive handshake code is required to obtain a user account. The handshake code is necessary for initial use only to secure access to the application. Contact your HCA System Administrator for the code.

Welcome to WGL

Profit Weighted Guidelines Application

- Web Enabled Version -

A client certificate has been submitted by your browser.
Please click on a button to designate
your DoD Service Branch.

Air Force Login

Army Login

Navy Login

WGL Version: J010-R Web Vers 4.30

WGL USER APPLICATION GUIDES

Please Note: This WGL Web application is designed
for use with the Internet Explorer Browser Vers. 5.5+

Attention new users, [CLICK HERE](#) to self-register for WGL.

Once registration is completed, logging onto WGL can be done via CAC. The CAC will need to be “mated to” the ID/password during the first operational login. Your initial privileges will allow you to create and edit your own DD 1547s. You will need to contact your HCA’s System Administrator for additional user privileges. The list of System Administrators may be found at the Document Library of the DASN ALM page of the PEO EIS portal at <https://portal.peoeis.navy.mil/main/>. If you don’t have a PEO EIS portal account, you can register on-line by selecting “Request an Account”. See diagram below.

PEO EIS Portal Microsoft Internet Explorer provided by NMCI

File Edit View Favorites Tools Help

Address <https://portal.peoets.navy.mil/main/>

PEO EIS

Help Desk Contact Information
 PEO-EIS Portal Help Desk Contact:
 Phone: (703) 519-2547
 Email: PEO-EIS_Portal_HelpDesk@Navy.mil

Welcome to the PEO-EIS Portal

Accessing the PEO-EIS Portal

LOGIN **REQUEST AN ACCOUNT**

Links

- [U.S. Navy](#)
- [PEO-EIS Website](#)

The PEO-EIS Portal requires a Portal account and Common Access Card (CAC) in order to log-in. If prompted please provide portal username and password. If you are still unable to log-in when using your CAC, then you may need to register your certificates to your computer. To do this, follow the steps below:

Start >> Programs >> ActivCard >> ActivCard Gold >> ActivCard Gold Utilities >> Tools >> Register Certificates

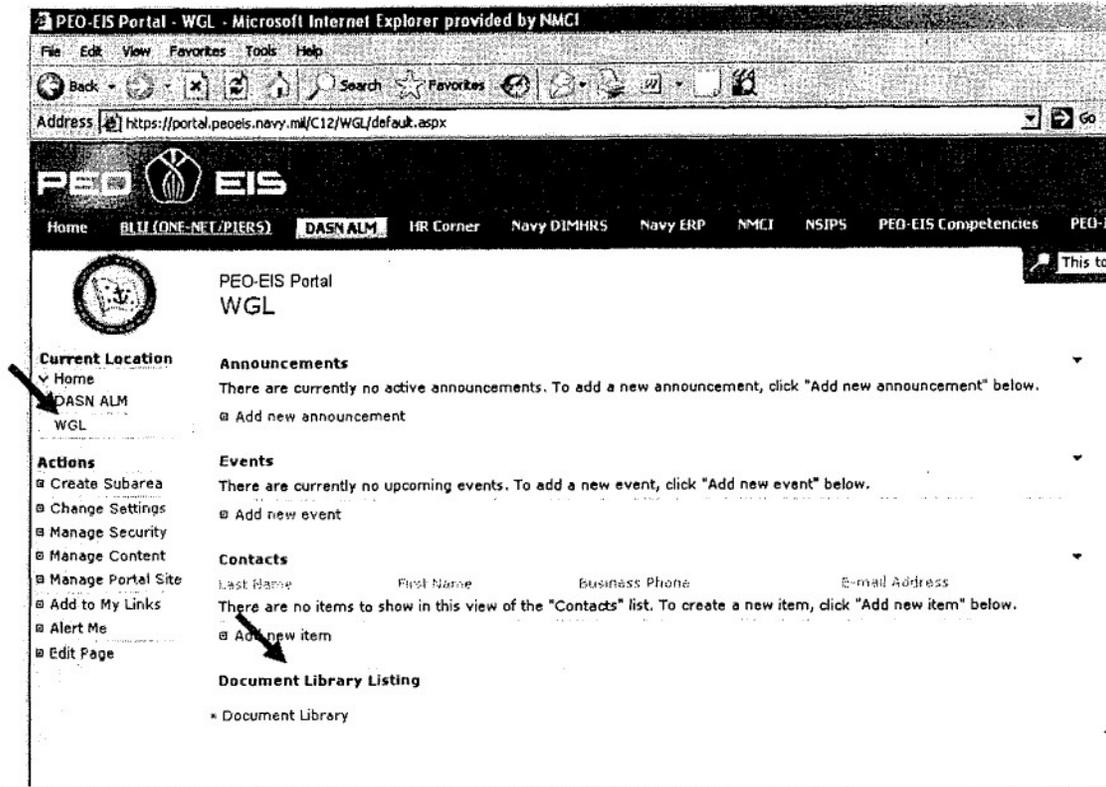
Coming Soon - NGEN Industry Day Registration
 (Note - Account NOT required for registration)

LEGAL DISCLAIMER

By logging into this site you

This is a Department of Defense Computer System. This computer system, including all related equipment, networks, and network devices (specifically including Internet access) are provided only for authorized U.S. Government use. DoD computer

The red arrows below identify the icons selected to navigate to the WGL Document Library.



Contracting Personnel (i.e. Users): Click on WGL User Application Guides and select the User's Guide to obtain information on your roles and responsibilities in using this system. You are responsible for the accuracy of data you enter in the system. Training slides are available at the above web site. Submit any training questions to your HCA's System Administrator.

System Administrators (SAs) (also called WGL Administrators): Select the Administrator's Guide for direction on SA roles and responsibilities. Roles include, but are not limited to, supporting user registration, following up on rejected DD-1547s, being a liaison for DASN A&LM/e-Business Headquarters (HQ) Administrators, and answering training questions.

HQ Administrators: Representatives from DASN A&LM/E-Business will perform HQ Administrator functions. HQ Administrators will act as a liaison between SAs and the WGL program office in support of trouble shooting system problems and capturing new WGL requirements.

DASN A&LM/E-Business: The HQ Administrators will be responsible for preparing the quarterly (non-cumulative) report of DD-1547 data required by DFARS 215.404-76. DASN A&LM/E-Business will submit the quarterly report to Washington Headquarters Services Directorate for Information Operations and Reports (WHS/DIOR) as required by DFARS 215.404-76(5).