



OFFICE OF THE SECRETARY OF DEFENSE
WASHINGTON, DC 20301



SEP 16 2005

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
ATTENTION: SENIOR ACQUISITION EXECUTIVES
CHIEF INFORMATION OFFICERS
DIRECTORS OF DEFENSE AGENCIES

SUBJECT: Department of Defense (DoD) Support for the SmartBUY Initiative

SmartBUY is a federal government-wide enterprise software-licensing project conducted by the General Services Administration (GSA), in coordination with the Office of Management and Budget (OMB). The purpose of SmartBUY is to leverage the purchasing power of the federal government by consolidating volume requirements to obtain optimal pricing and preferred terms and conditions for widely used commercial software. SmartBUY formally began on June 2, 2003, with the release of the OMB SmartBUY letter (attachment 1). GSA, as the Executive Agent for SmartBUY, will lead the interagency team in negotiating government-wide licenses for software.

DoD is implementing SmartBUY through the DoD Enterprise Software Initiative (ESI) Team, which worked closely with SmartBUY leaders for several months and coordinated the DoD response to the initial SmartBUY commercial software survey.

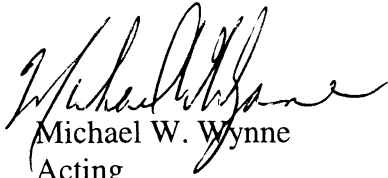
Your component can comply with the SmartBUY initiative in a number of ways:

- Acquire commercial software from one of the existing ESI agreements listed on the left side of the ESI web site, *Designated Software* (<http://www.donimit.navy.mil/esi/>).
- Work with ESI to make a purchase under a new agreement that is being negotiated.
- Report specifics before acquiring any commercial software products owned by the companies listed in attachment 2. This acquisition should be reported at the ESI web site in accordance with the procedures described in attachment 2. The ESI team leadership will coordinate with GSA.
- Ensure that new commercial software contracts and licensing arrangements, regardless of acquisition method, are flexible enough to permit migration within twelve months to SmartBUY.



All other commercial software acquisitions should be conducted as directed by DFARS subpart 208.74 – *Enterprise Software Agreements*.

The DoD SmartBUY points of contact are: Rex Bolton, OASD (NII)/DoD CIO, 703-602-0980 ext 171, rex.bolton@osd.mil; Floyd Groce, DON CIO, 703-607-5658, floyd.groce@navy.mil; and Jim Clausen, OASD (NII)/DoD CIO, 703-602-0980 ext 169, james.clausen@osd.mil. The AT&L point of contact is Gary Blasser, OUSD (AT&L)/DPAP/P, 703-695-7197, gary.blasser@osd.mil.



Michael W. Wynne
Acting
Under Secretary of Defense (Acquisition,
Technology and Logistics)



John P. Stenbit
Assistant Secretary of Defense
(Networks and Information Integration)

Attachments:
As stated

Reporting Procedures

For use when acquiring any commercial software products licensed by: IBM and Computer Associates (other than those products currently covered by ESI), Citrix, ESRI, ISS, Manugistics, Veritas, and SAS).

The following figures show how to access and complete the SmartBUY reporting screens from the ESI Web site home page: <http://www.don-mil.navy.mil/esi> When completing the screens, care should be taken to ensure accuracy of the data and point of contact information. If no reply is received within three business days, the acquisition may proceed as planned:

The screenshot shows the ESI website home page. The address bar displays <http://www.don-mil.navy.mil/esi/>. The main content area lists various documents with their dates:

A new initiative, SmartBUY, will provide government-wide enterprise licensing. Learn more about it and how it will affect you.	06/25/03
Defense Acquisition System Policy Guidance Related to ESI	06/11/03
DFARS Final Rule on Using Enterprise Software Agreements	05/15/03
DoD ESI Policy	05/02/03
ESI Brochure	05/02/03
ESI Fact Sheet	05/02/03
ESI Presentation	05/02/03
How to Use This Website	05/01/03
Plan for Implementing and Managing Enterprise Software Agreements within DoD	05/01/03
ESI Makes First Round of Business Initiatives Council	10/15/01
Under Secretary of Defense (Acquisition, Technology and Logistics) approves ESI as a BIC "Quick Hit" initiative (PDF Format, 360 kb)	09/19/01

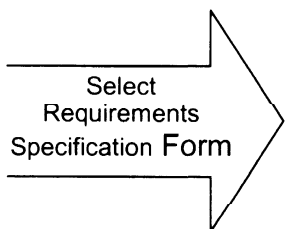
Below this list, there is a sidebar with a search box and a list of documents:

- Air Force Policy for DoD Enterprise Software Initiative Agreement Use
- Department Of The Navy (Don) Information Technology (IT) Enterprise-Wide Investment Policy
- Department of the Navy ESI and Microsoft Server ESA Policy
- DLA Policy on Purchasing Microsoft Server Products through the DoD ESI
- DoD ESI Policy
- Implementation Plan for Software Product Managers for the Department of Defense Execution of Enterprise Software Agreements
- Plan for Implementing and Managing Enterprise Software Agreements within DoD
- Supplemental Air Force Policy for DoD Enterprise Agreement Use
- U.S. Army ESI Policy

At the bottom of the page, there is contact information:

ESR Web: Don-110
1110, Naval Petroleum
1110, 1110, 1110, 1110
1110, 1110, 1110, 1110

The taskbar at the bottom shows several open windows: Start, Inbo - Micro..., ESI - Depart..., SmartBUY We..., ESI Administr..., and Microsoft Pow... The system clock shows 13:29.



ESI - Department of Defense - Home

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites History Home

Address http://www.don-mil.navy.mil/esi/

ESI

Select SmartBUY Reporting

SmartBUY Reporting

DR

Internet 14:03

ESI - Department of Defense - Home

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites History Home

Address http://www.don-mil.navy.mil/esi/

ESI

Welcome back!

The following information is currently on file. Please review for accuracy.

Provide required information
If not already registered.

	Jane Smith		
	Contract Specialist		
	FISC Norfolk Det		
	703-608-1800		338-1800
	Code 023B		703-608-2175
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Done

Internet 14:07