

3.8 Data Transfer Mechanisms [J.2.9]

We understand what data sets the Government provides and what MetTel provides, and we support the transfer mechanisms requested.

3.8.1 Common Operational Requirements [J.2.9.1]

Exceptions to the data transfer mechanisms and associated requirements described below may only be authorized by the relevant CO. We maintain the capability to accept all required data transfer mechanisms for data sets transferred from the Government. MetTel will submit data to the government using the listed data transfer mechanisms unless an exception is approved by the relevant CO.

3.8.2 Direct Data Exchange [J.2.9.2]

We support direct data exchange between our MetTel EIS Portal and Conexus based on the requirements in G.5.3.2 using: Web: XML over secure HTTPS using SOAP and applying commercial practices, and SFTP: Pipe-Separated Value (PSV) exchanged via a GSA Operated server.

MetTel will also submit any Binary Large Object (BLOB) attachments required in the definitions of the various data sets in Section J.2.10.2.

MetTel will transfer these files separately via SFTP as described above and name the files based on the following template: • CTRPREFIX-DTT-SEQNUM-ELEMENT.EXT

If multiple files are required for one data element, MetTel will package and compress the files into one file using ZIP format as described above. MetTel will not submit attachments with filenames that are not fully compliant with the specified template except as authorized in Section J.2.9.1.1 Governance of Exceptions.

3.8.3 Contractor's Web Interface [J.2.9.3]

We follow the requirements for data transfer in G.5.3.1 Web Interface with the Portal.

3.8.4 Email [J.2.9.4]

Email is specified as the data transfer mechanism in cases where the data is unstructured or not intended for automated analysis. Data emailed from the Government to MetTel may be included in the body of the email or in one or more attachments. We follow the rules for emailing as outlined in Section J.2.9.4.

3.8.5 GSA Systems [J.2.9.5]

Data submitted to GSA Systems will be submitted as uploaded files in either: 1) the

original format of the document, or 2) in Comma-Separated Value (CSV) format, as defined for each deliverable specified as submitted via GSA Systems in Section J.2.10.2.

3.8.6 Other Means as Agreed or Required in the Task Order [J.2.9.6]

Use of other means to transfer data must be approved in writing by the relevant CO or included in the Task Order.