

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT1. CONTRACT ID CODE
UPAGE OF PAGES
1 32. AMENDMENT/MODIFICATION NO.
183. EFFECTIVE DATE
15-Apr-20164. REQUISITION/PURCHASE REQ. NO.
13005631245. PROJECT NO. (If applicable)
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7. ADMINISTERED BY (If other than Item 6)

CODE

S2101A

NSWC, DAHLGREN DIVISION

DCMA Baltimore

SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code)

Zekiah Technologies, Inc.

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-05-D-4665-0004

10B. DATED (SEE ITEM 13)

15-Sep-2013

CAGE CODE
1JJY5

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

 The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14. (*) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: D. OTHER (Specify type of modification and authority)
52.232-22 Limitation of FundsE. IMPORTANT: Contractor is not, is required to sign this document and return ___ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY

(Signature of Contracting Officer)

15-Apr-2016

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)

Prescribed by GSA
FAR (48 CFR) 53.243

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GENERAL INFORMATION

The purpose of this modification is to add incremental funding and correct the ACRN on 7200 AG.

Accordingly, said Task Order is modified as follows:

1. Incremental funding has been applied to the Option Year 2 under CLIN 7200 in the amount of [REDACTED] for TI-07 MADSS support and [REDACTED] to TI-08.
2. In Section B, the Cost SLIN below has been added
3. In Section H the Funding Profile and Allotment of Funds tables have been updated accordingly
4. ACRN AQ on SLIN 7200 AG has been correct to ACRN AU due to ACRN AQ already in use on SLIN 7200 AB.

A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

7200AG:

From: AQ 97X4930 NH1E 252 77777 0 050120 2F 000000 A00003153665

To: AU 97X4930 NH1E 252 77777 0 050120 2F 000000 A00003153665

The total amount of funds obligated to the task is hereby increased from [REDACTED] by [REDACTED] to [REDACTED].

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
7200AM	RDT&E	[REDACTED]	[REDACTED]	[REDACTED]
7200AN	RDT&E	[REDACTED]	[REDACTED]	[REDACTED]
9200AN	RDT&E	[REDACTED]	[REDACTED]	[REDACTED]

The total value of the order is hereby increased from [REDACTED] by [REDACTED] to [REDACTED].

CLIN/SLIN	From (\$)	By (\$)	To (\$)
7200AA	[REDACTED]	[REDACTED]	[REDACTED]
7200AM	[REDACTED]	[REDACTED]	[REDACTED]
7200AN	[REDACTED]	[REDACTED]	[REDACTED]
9200AA	[REDACTED]	[REDACTED]	[REDACTED]
9200AN	[REDACTED]	[REDACTED]	[REDACTED]

The Period of Performance of the following line items is hereby changed as follows:

CLIN/SLIN	From	To
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7200AM		4/15/2016 - 9/14/2016
7200AN		4/15/2016 - 9/14/2016
9200AL	3/10/2016 - 9/14/2016	
9200AN		4/15/2016 - 9/14/2016

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4000	B541	BASE PERIOD (15 September 2013 - 14 September 2014) Engineering and Technical Support for Situational Awareness Technologies IAW Section C, PWS. (Fund Type - TBD)					
400001	B541	Incremental Funding for TI 02 (RDDA)					
400002	B541	Incremental Funding for TI 01 (RDDA)					
400003	B541	Incremental Funding for TI 02 (O&MN,N)					
400004	B541	Incremental Funding for TI 03 (RDT&E)					
400005	B541	Incremental Funding for TI 03 (RDT&E)					
400006	B541	Incremental Funding for TI 03; Mod 04 Deobs [REDACTED] Mod 06 DeObs [REDACTED] (Fund Type - TBD)					
400007	B541	Incremental Funding for TI 02; Mod 04 De-Obs [REDACTED] Mod 06 De-Obs [REDACTED] (Fund Type - TBD)					
4100	B541	OPTION PERIOD 1 The ceiling for this CLIN was moved to CLIN 7100. (Fund Type - TBD)					

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
6000	B541	BASE PERIOD (15 September 2013 - 14 September 2014) Other Direct Costs IAW Section C, PWS (Fund Type - TBD)			
6100	B541	OPTION PERIOD 1 (15 September 2014 - 14 September 2015) Other Direct Costs IAW Section C, PWS (Fund Type - TBD)			

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7000	B541	OPTION PERIOD 2 The ceiling for this CLIN was moved to CLIN 7200. (Fund Type - TBD)					
7100		OPTION PERIOD 1					
7100AA	B541	Holding SLIN - Option 1 (Fund Type - TBD)					
7100AB	B541	MOD 05 - Incremental Funding for MADSS (O&MN,N)					
7100AC	B541	Mod 05 - Incremental Funding for MADSS (WCF)					
7100AD	B541	Mod 06 - Incremental Funding for MADSS MC Support, (O&MN,N)					
7100AE	B541	838097--MOD 07- Incremental funding for TI #04 Z30 MADSS Support in the amount of Mod 08 - Deobligate Mod 10 - Deobligate Mod 08- De-ob funding in the amount of Mod 08- Deobligate (O&MN,N)					
7100AF	B541	MOD 07- Incremental funding for TI #04 Z30 MADSS Support (O&MN,N)					
7100AG	B541	MO 10 - TI-05 Vanguard Coast Guard Prototype (WCF)					
7100AH	B541	Mod 10 - TI 06 - Project Eagle Support (Fund Type - OTHER)					
7100AJ	B541	Mod 10 - TI-06 Project Eagle Support Mod 11 Deobligate (Fund Type - OTHER)					
7100AK	B541	Mod 11 - TI-05 Vanguard Coastguard Prototype (Fund Type - OTHER)					
7200		OPTION PERIOD 2 (15 September 2015 - 14 September 2016)Engineering and Technical Support for Situlational Awareness Technologies IAW Section C, PWS.					
7200AA	B541	Holding SLIN - Option 2 (Fund Type - TBD)					
7200AB	B541	Mod 12 - TI-07 Z30 MADSS Support (RDT&E)					
7200AC	B541	Mod 12 - TI-07 - Z30 MADSS Support - (O&MN,N)					
7200AD	B541	Mod 12 - TI-09 JWAC Project Eagle Support (RDDA)					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7200AE	B541	Mod 12 - TI-09 JWAC Project Eagle Support - ██████████ (RDDA)	██████	█	██████████	██████████	██████████
7200AF	B541	TI-08 Coastguard Vanguard Project Support (O&MN,N)	████	█	██████	██████	██████
7200AG	B541	Mod 14 - TI 08 Coast Guard Vanguard Project Support ██████████ (RDT&E)	██████	█	██████████	██████████	██████████
7200AH	B541	Mod 14 - TI-07 MADSS Support ██████████ (RDT&E)	██████████	█	██████████	██████████	██████████
7200AJ	B541	Mod 15 - Incremental Funds in the amount of ██████████ in support of MADSS. (O&MN,N)	██████████	█	██████████	██████████	██████████
7200AK	B541	In support of Option yr 2 (RDDA)	██████	█	██████████	██████████	██████████
7200AL	B541	Mod 17 - TI-07 MADSS Support ██████████ (Fund Type - OTHER)	██████████	█	██████████	██████████	██████████
7200AM	B541	Mod 18 - Incremental Funding for TI-07 MADSS support (RDT&E)	██████	█	██████████	██████████	██████████
7200AN	B541	Mod 18 - Incremental Funding for TI-08 (RDT&E)	██████	█	██████████	██████████	██████████

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	B541	OPTION PERIOD 2 (15 September 2015 - 14 September 2016) Other Direct Costs IAW Section C, PWS (Fund Type - TBD)	████	█	██████
9100					██████████
9100AA	B541	Holding SLIN - ODC in support of CLIN 7100 (Fund Type - TBD)	████	█	██████████
9100AE	B541	ODC in support of CLIN 7100 (O&MN,N)	████	█	██████
9100AF	B541	ODC in support of CLIN 7100 (O&MN,N)	████	█	██████
9100AG	B541	ODC in support of CLIN 7100 (WCF)	████	█	██████████
9200					██████████
9200AA	B541	Holding SLIN - ODC in support of CLIN 7200 (Fund Type - TBD)	████	█	██████████
9200AK	B541	ODC in support of CLIN 7200 (RDDA)	████	█	██████
9200AN	B541	ODC in Support of CLIN 7200 AN (RDT&E)	████	█	██████████

NOTE 1: Labor Hours (LH)

At the time of award, the number of labor hours listed above (0.0 LH) in the Base Period and Option Periods will be changed to coincide with the Level of Effort provided in Section H, SEA 5252.216-9122 Level of Effort clause and the number of hours reflected in the cost proposal of the successful offeror.

NOTE 2: Option Clause

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The "Option to Extend the Term of the Contract" clause in Section I applies to the option CLINs.

NOTE 3: ODCs

Unburdened travel and material costs are specified in Section L. Materials will be limited to those approved at time of award.

B.1 USE WHOLE DOLLARS

All proposals shall be rounded to the nearest dollar.

B.2 TYPE OF ORDER

This is a term (Level of Effort) Task Order.

Items in the 4XXX and 7XXX series are cost plus fixed fee type.
Items in the 6XXX and 9XXX series are cost only, excluding fee.

B.3 ADDITIONAL CLINS

Additional CLINs/SLINs may be unilaterally created by the Contracting Officer during the performance of this Task Order to accommodate the multiple types of funds that may be used under this Order. These modifications will not change the overall level of effort, estimated cost or fee of the Task Order.

B.4 FEE RATE

The contractor is authorized to bill fixed fee at the following amounts per labor hour delivered.

PERIOD	FIXED FEE AMOUNT	NUMBER OF PRIME CONTRACTOR LABOR HOURS	RATE (FEE PER PRIME CONTRACTOR LABOR HOUR)
Base	██████	██████	██████
Option 1	██████	██████	██████
Option 2	██████	██████	██████

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In accordance with FAR 52.216-8 Fixed Fee, [REDACTED] (not to exceed [REDACTED] of the fee payment will be reserved.

B.5 FINALIZED FIXED FEE

If the total level of effort for each period specified in Section H, 5252.216-9122 LEVEL OF EFFORT - ALTERNATE 1 (MAY 2010) is not provided by the Contractor during the period of this order, the Contracting Officer, at its sole discretion, shall finalize fee based on the percent of hours provided in relation to the fixed fee. For example, if [REDACTED]% of the hours were provided, the contractor is entitled to [REDACTED]% of the fixed fee.

The above fee calculation applies to all periods regardless of the level of funding. This task order will be incrementally funded and budgetary constraints may prevent full funding of all periods. The process for finalizing the fixed fee is the same for both fully funded periods and periods funded at less than the estimated total cost-plus-fixed-fee.

CLAUSES INCORPORATED IN FULL TEXT

The clause entitled, "LIMITATION OF COST" (FAR 52.232-20) OR "LIMITATION OF FUNDS" (FAR 52.232-22), as appropriate, shall apply separately and independently to each separately identified cost.

B.6 HQ B-2-0004 EXPEDITING CONTRACT CLOSEOUT (NAVSEA) (DEC 1995)

(a) As part of the negotiated fixed price or total estimated amount of this contract, both the Government and the Contractor have agreed to waive any entitlement that otherwise might accrue to either party in any residual dollar amount of \$500 or less at the time of final contract closeout. The term "residual dollar amount" shall include all money that would otherwise be owed to either party at the end of the contract, except that, amounts connected in any way with taxation, allegations of fraud and/or antitrust violations shall be excluded. For purposes of determining residual dollar amounts, offsets of money owed by one party against money that would otherwise be paid by that party may be considered to the extent permitted by law.

(b) This agreement to waive entitlement to residual dollar amounts has been considered by both parties. It is agreed that the administrative costs for either party associated with collecting such small dollar amounts could exceed the amount to be recovered.

B.7 HQ B-2-0015 PAYMENTS OF FEE(S) (LEVEL OF EFFORT – ALTERNATE 1) (NAVSEA) (MAY 2010)

(a) For purposes of this contract, "fee" means "target fee" in cost-plus-incentive-fee type contracts, "base fee" in cost-plus-award-fee type contracts, or "fixed fee" in cost-plus-fixed-fee type contracts for level of effort type

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contracts.

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this contract entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE", (FAR 52.216-10), as applicable. Such payments shall be submitted by and payable to the Contractor pursuant to the clause of this contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable, and shall be paid fee at the hourly rate(s) specified above per man-hour performed and invoiced. Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract.

B.8 HQ B-2-0020 TRAVEL COSTS - ALTERNATE I (NAVSEA) (DEC 2005)

(a) Except as otherwise provided herein, the Contractor shall be reimbursed for its reasonable actual travel costs in accordance with FAR 31.205-46. The costs to be reimbursed shall be those costs accepted by the cognizant DCAA.

(b) Reimbursable travel costs include only that travel performed from the Contractor's facility to the worksite, in and around the worksite, and from the worksite to the Contractor's facility.

(c) Relocation costs and travel costs incident to relocation are allowable to the extent provided in FAR 31.205-35; however, Contracting Officer approval shall be required prior to incurring relocation expenses and travel costs incident to relocation.

(d) The Contractor shall not be reimbursed for the following daily local travel costs:

(i) Travel at U.S. Military Installations where Government transportation is available,

(ii) Travel performed for personal convenience/errands, including commuting to and from work, and

(iii) Travel costs incurred in the replacement of personnel when such replacement is accomplished for the Contractor's or employee's convenience.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

PERFORMANCE WORK STATEMENT

C.1.0 BACKGROUND

C.1.1 The Mission Assurance Division (MAD) at the Naval Surface Warfare Center Dahlgren Division (Code Z30) is responsible for the performance of technical integration and execution activities of DoD's Critical Infrastructure Program (DCIP) as chartered by the Office of the Assistant Secretary of Defense for Homeland Defense and Americas' Security Affairs (OASD-HD&ASA). The DCIP provides Combatant Commanders, Military Services and Commands, and DoD mission planners with the ability to assess their infrastructure dependencies and the potential impact on military operations resulting from disruptions to defense and commercial infrastructure components. These activities require the development and maintenance of highly sophisticated automated capabilities for efficient execution. Z30 developed the Mission Assurance Decision Support System (MADSS) under the Joint Capabilities Technical Demonstration (JCTD) program. Since MADSS has transitioned to Defense Information System Agency (DISA), Z30 continues to provide the technical and development support for MADSS operation. In addition, Z30 provides both technical and analytical support to other government entities, defense sectors, and customers to include, OASD-HD&ASA, DISA, and United States Cyber Command.

C.1.2 The data collection, management, analysis, distribution, and visualization support is centered on Situational Awareness Technologies (SAT). These technologies can be broken down into the following categories:

C.1.2.1 Mobile-SAT – Consists of field data collection, management, analysis, and visualization tools. The following are current tools under this technology:

- (a) The mobile assessment toolset collects assessment data in the field. The assessor verifies existing data. The field data is loaded into the master database repository later.
- (b) The survey toolset collects information via a survey/interview method, and then the tool uploads the survey to a server directly from the field with a wireless connection.
- (c) The location tracking toolset collects positional information via a global position system device or other location device such as wireless technologies and streams the location information to servers.

C.1.2.2 Desktop Analysis Tools – Consists of various software and database scripts, including geospatial processing scripts to perform useful processing of data and information for specific tasks as needed to develop an application, administrate a system, or develop geospatial map and analysis products. Desktop Analysis Tools may also include plug-in toolbar extension applications to geospatial analysis tools such as ESRI's ArcMap, ArcCatalog, ArcGlobe, ArcGIS Server, etc. ArcGIS Server via ESRI's Model Builder and python scripting language provides geospatial data processes as web services.

C.1.2.3 Web-SAT – Consists of visualization technologies designed to share data via the web for decision support and operational planning. The following are current Web-SAT initiatives:

- (a) Mission Assurance Decision Support System (MADSS) – Developed for the DoD Network Operations (NetOps) community and is managed by DISA PEO-MA.

MADSS provides Combatant Commands, Services, and Defense Agencies (CC/S/As) with near real-time and accurate situational awareness of DoD's Global Information Grid (GIG) in order to enable DoD mission assurance and minimize operational risks. MADSS provides the capability to capture and share critical near real-time network

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anomaly alerting, monitoring, predictive modeling, and reporting with Network Operations (NetOps) and Mission Assurance partners. In addition, the system has a Mission Assurance Knowledge Management module to manage and query information about GIG and other mission assurance data. The MADSS front end graphical user interface (GUI) code utilizes Microsoft's Silverlight using Microsoft C# and XAML technologies, while the back-end server side code for web services uses C#. Familiarization with various commercial Silverlight controls is highly recommended such as Component One and Telerik. MADSS utilizes a custom Z30 service oriented architecture (SOA). The Z30 SOA interacts with both Microsoft SQL Server and Oracle's database products. Plans include integrating DISA enterprise services. There are various web service data feeds from DISA and other data providers to enable the system to function. The system has a fully capable mapping module that utilizes various technologies such as ESRI ArcGIS Server, open source mapping technology and silverlight mapping controls that allows users to run spatial queries, mark-up the map, save maps, and export maps and data queries to various other formats such as KML, shapefile. Data can be loaded into the map via various methods such as loading local data from the user's computer (excel spreadsheets and various geospatial data formats), data internally managed in the knowledge manager, and external data from other ArcGIS Servers and open geospatial consortium (OGC) data formats such as WMS/WFS.

(b) Homeland Defense Mission Assurance Portal (HD-MAP) – HD-MAP was developed for OASD-HD&ASA to disseminate Critical Infrastructure Protection (CIP) analysis work products.

The HD-MAP web-SAT product provides enhanced situational awareness and operational support by displaying critical assets and vulnerabilities identified through Geographic Information Systems (GIS) analysis. The web portal developed in 2003 with Microsoft Classic ASP using javascript and VB Script languages. The Situational Awareness Technology Branch (Z33) within Z30 supports HD-MAP as a legacy technology that is transitioning various needed modules to the MADSS Silverlight platform and Z30 SOA. The technical and analytical processes under development and those already deployed by Z30 support other government entities and defense sectors to include, the Mission Assurance community, which includes the DCIP. HD-MAP includes a robust mapping portal, chat communication, file exchange.

(c) Northern Border Integration Demonstration (NBID) developed for Customs and Border Protection (CBP) to provide collaboration and situational awareness through the G80/K93-developed Collaboration Network (CN). The Operational Integration Center (OIC), located at Selfridge Air National Guard Base (ANGB), hosts the CN and other networks and technologies, thereby providing a facility where personnel from various law enforcement organizations who share responsibility for the Northern Border region can come together to collaborate, share information, and enhance productivity and mission performance.

Microsoft SharePoint hosts the NBID front-end GUI code. This utilizes Microsoft Silverlight developed with C# and XAML technologies, while the back-end server side code for web services uses C#. NBID utilizes a custom K93 service oriented architecture (SOA). The K93 SOA interacts with Microsoft SQL Server. The CN has a fully capable mapping module that utilizes various technologies such as ESRI ArcGIS Server, open source mapping technology and silverlight mapping controls that allows users to run spatial queries, mark-up the map, save maps, and export maps. The CN provides support for Microsoft Fusion Core Solutions (FCS) forms and workflows. The CN maintains an infrastructure to interface with mobile Android platforms in order to support Personal Location Information (PLI), transmission of imagery, and future NBID-related capabilities.

C.2.0 SCOPE

C.2.1 The contractor shall provide support to the Government in the areas of GIS analysis and the development of databases, software applications, and user interfaces as well as the maintenance and administrative support to keep the systems functioning properly. The scope of this task order is to identify, evaluate, and implement concepts for advancing the integration of GIS, web and desktop environments and data stores. This support includes the continued maintenance and enhancement of current Mobile-SAT, Desktop Analysis Tools, and Web-SAT (like MADSS, HD-MAP and NBID CN), and development of new future relevant programs and systems either as new software module applications that plug-into MADSS or new systems for other customers that leverage the Z30 SOA. The contractor shall provide for ongoing spatial analysis, cartographic production, and integration of real-time or near real-time web service data feeds and videos, and web 3D visualization. The contractor shall design automated tools for manipulating various information resources within the

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context of CIP processes such as sector characterization, critical asset identification, critical asset interdependency analysis, and assessment analysis to include identification and management of threats, hazards, vulnerabilities, remediation, and mitigation. The contractor shall produce prototypes and document concepts coded and documented via Z and K Government department document standards that will be supplied post contract award.

C.3.0 SPECIFIC TASKS (CDRL A001)

C.3.1 Research Technology Trends and DoD Enterprise Applicability

The contractor shall stay abreast of general commercial situational awareness and other Government technology trends with respect to their relevance/applicability to the objectives of this Performance Work Statement (PWS). The contractor shall stay abreast of technology trends for the duration of this task order. The contractor shall investigate concepts such as the knowledge management, the semantic web, 3-D visualization techniques, dynamic spatial data management, SOAs, security, dynamic data tracking techniques, and geospatial analysis. The contractor shall present the findings and recommendations. (CDRL A002/A003/A004)

C.3.2 Application Development

The contractor shall develop mobile, desktop, and web SAT applications to be used in an effort to improve and automate the Government's business processes. The contractor shall plan for integration and integrate software applications, databases and near real-time data feeds into SAT tools. These applications shall adhere to Z and K Government coding guidelines and current security protocols; the contractor will receive these documents post contract award when they report to duty the first week. The contractor shall provide configuration management support for the Government's software development activities under this PWS. The contractor shall apply web development techniques to update existing Web-SAT technologies, integrate new modules into the MADSS Web-SAT technology, and develop new future systems as directed by the COR to support new customers' requirements for similar Web-SAT technologies. (CDRL A005)

C.3.2.1 The contractor shall gather requirements data using project goal analysis, supporting information analysis, and contextual inquiry techniques. The requirements data shall be for defining and developing enhancements to existing and new applications. (CDRL A003/A004)

C.3.2.2 The contractor shall prepare and deliver necessary software documentation in accordance with Z and K Government department standards, as tasked by the COR, at various phases of the project but prior to any release of the application. The contractor shall participate and support all software reviews. (CDRL A003/A004)

C.3.2.3 The contractor shall adhere to all configuration management policies and processes. Configuration management processes shall include identifying, documenting, and enforcing current software lifecycle processes. The contractor shall actively participate in the appropriate Government configuration control boards (CCB) respective to their project. The contractor shall fully command and store all source and executable code, database scripts, and database processes within the appropriate (Z30 or K90) configuration management servers and shall remain the property and rights of the United States Government (USG). The contractor shall submit CCB documentation artifacts such as change requests, change assessment reports with options to proceed and impacts, and implementation documentation, as tasked by the COR. (CDRL A003/A004/A005)

C.3.2.4 The contractor shall provide in-process demonstrations, and various reviews such as requirements and code reviews. (CDRL A002)

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C.3.2.5 The contractor shall process data in the database as necessary to provide the data in proper formats for application development. Processing of the data includes performing various extract, transform, and load (ETL) data processes. The contractor shall investigate ways to relate attribute data to the map from other external databases. (CDRL A005)

C.3.2.6 The contractor shall participate as a member of the testing team. This may include software testing, test plan development, and overall software quality assurance activities. (CDRL A003/A004)

C.3.2.7 The contractor shall assist in the development of training materials and facilitate training sessions for each application developed. The COR will coordinate training schedules. (CDRL A003/A004)

C.3.2.8 The contractor shall develop enterprise process applications to automate software development, analysis, and assessment processes. (CDRL A005)

C.3.3 Systems Engineering and Information Assurance Documentation Support

The contractor shall support the development of appropriate Systems Engineering (SE) and Information Assurance (IA) documentation as required for Certification and Accreditation (C&A) for the relevant system.

C.3.3.1 The contractor shall update the Enterprise Architecture documentation. The contractor shall collaborate with the appropriate Enterprise Architecture personnel to evaluate, document, and implement enterprise technologies. (CDRL A003/A004)

C.3.3.2 The contractor shall identify and document software development and infrastructure analysis and assessment processes that are candidates for automation via enterprise web applications. The contractor shall also make recommendations as to the resources needed to implement/support the automated process. The contractor shall develop and deliver a Process and Data Flow Document (DFD) for each process. The contractor shall update process documents for changes to existing processes. (CDRL A003/A004)

C.3.3.3 The contractor shall perform necessary systems engineering to complete the baseline architecture and plan the release of future versions of existing applications. This baseline shall be derived from requirements and feedback gathered from both internal Z30 teams and customer sources. (CDRL A003/A004)

C.3.4 Information Technology and Geospatial Administration Support

The contractor is responsible for the management of the Information Technology (IT) architecture, which includes administration of the geospatial web, database, and spatial servers. The contractor shall be familiar with administering ESRI's ArcGIS Server and ArcSDE (spatial data engine) technologies.

C.3.4.1 The contractor shall create custom data access environments by applying roles and creating new roles for new application modules within the various Web-SAT tools to allow users to access agreed-upon reports, map services, and shared files, which support the end user's mission. Government personnel via administrative system portal define the appropriate "agreed-upon" roles and access permissions. (CDRL A003/A004)

C.3.4.2 The contractor shall initiate and identify concepts for integrating internal and external data sources for map services into future versions of the Web-SAT tools, a process for managing remote map services, site access, and metadata describing each service. The contractor shall maintain a

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catalog of map services accessible through the Web-SAT tools. This catalog report may include:

(a) For internal services: application map name, geospatial server map service name, Date created, date archived, POC/Owner, Creator, maintained/archived status, map path, and map layer information.

(b) For external services: server name, service, description of service, last update, point of contact, and the agency managing the data.

(CDRL A003/A004)

C.3.4.3 The contractor shall load new GIS data and update existing GIS data into the underlying Government GIS databases including all Web-SAT tools. New data sources will be identified and approved for inclusion by the COR. In the execution of this task, the contractor shall be responsible for periodically checking the status of available updates of existing data sources. The contractor shall produce a quarterly GIS Data Report to include a data load and integration summary, and data dictionary of inventory holdings report. (CDRL A003/A004)

C.3.4.4 The contractor is responsible for the design, implementation, deployment, and support of cached map products in support of current and future Web-SAT tools. Map caching is a geospatial process performed on geospatial data to increase efficiency of sending map data over the network for visualization. (CDRL A005)

C.3.5 Cartographic Production and Geospatial Analysis

The contractor shall produce electronic and hard copy cartographic products. This may include creating and loading map service files for displaying geographic relationships between mission-required and infrastructure assets. This support is on going and shall support existing and future SAT tools and written reports for the customer. The COR shall assign specific products to the contractor. The contractor, in a quarterly Cartographic Products and Map Services summary report, shall document electronic delivery of map service files and other cartographic products. (CDRL A003/A004/A005)

C.3.5.1 The contractor shall perform GIS analysis and modeling on acquired and maintained data as tasked by the COR. These analyses may include temporal, regression, and spatial modeling, 3-D analysis, line-of-site, view-shed, and flood plain analysis. The contractor, in a quarterly Analysis and Modeling Summary report, shall document electronic delivery of analysis reports or geospatial analytical products. (CDRL A003/A004/A005)

C.3.6 Emerging Requirements

The contractor shall support emerging requirements with respect to quick-turnaround or deliberate planning support, data acquisition, data processing, external product dissemination or sharing, and map service and web administration. This support may include, attending and participating in military exercises, real-world crisis response, conferences, meetings, and technical discussions. (CDRL A001)

C.3.7 Protection of Government Furnished Information

The government shall provide access to technical libraries, programmatic documentation, specifications, and other technical data on site at NSWCDD for purposes of completing this PWS. The contractor shall protect and recognize data distribution limitations of the Government Furnished Information (GFI).

C.3.8 Release of Information

All technical data provided to and developed by the Contractor shall be protected from public disclosure in accordance with the markings contained thereon. All other information relating to the items to be delivered or services to be performed under this contract may not be disclosed by any means without prior approval of the authorized representative of the Contracting Officer and the

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Z30 or K90 Division Head.

C.4.0 TASK ORDER MANAGEMENT

C.4.1 Monthly Progress Report

The contractor shall submit a Monthly Contracting Officer's Report. (CDRL A001) The cutoff date of the report shall be the same as that used for invoicing purposes by the prime contractor. All subcontractor/consultant data shall be current through the "as of" date of the report. The report shall be unclassified.

A variety of sponsors will fund this Task Order. It will be necessary, therefore, for the Monthly Progress Report to separately report on work accomplished for each project area in terms of both technical accomplishments and expenditure data. The level of detail identified above will be required for each area. Funding from different sponsors will be segregated at the ACRN level and the COR will identify the source of funds for the contractor.

C.4.2 Annual Plan of Action and Milestones (POA&M) and Staffing Plan

The contractor shall develop a POA&M for each work area within the Performance Work Statement and/or as identified by Technical Instruction. Performance Work Statement area is defined as the level of task identified in the PWS/Technical Instruction. The POA&M is due within twenty-one (21) calendar days after Task Order award, Exercise of Option, Technical Instruction Issuance, and/or Modification to the Technical Instruction or the Task Order, which affect the Level of Effort or dollar ceilings. While contractor format is acceptable, with the COR's and Z30 Contract Specialist approval, the following information, as a minimum, shall appear in each POA&M.

- a. Date POA&M prepared (and revision number if applicable)
- b. Work Area
- c. POA&M applicable period of performance
- d. Work summary to include a listing of planned deliverables
- e. Estimated Man-Years required for the period to include subcontractors
- f. Names of personnel to be assigned and estimated Level of Effort stated in terms of man-years

C.4.3 In Progress Reviews (IPR)

The contractor shall participate in both formal and informal IPRs of work performed. The Government will schedule formal reviews in Government spaces. At the time the review is scheduled, the Government shall communicate the specific purpose of the review and advise the contractor as to the desired content of the presentation. The contractor shall provide copies of slides presented to all attendees. The contractor shall, within 60 days of the task order award date, conduct an initial IPR and follow an agenda agreed to by the Task Order's COR. Subsequent IPRs shall be held approximately every 90 days thereafter unless waived by the Government. (CDRL A002)

C.4.4 Task Prioritization Meeting

The contractor shall participate in periodic Task Prioritization Meetings with Subject Matter Expert (SME). The purpose of these meetings is to convey the Government's technical program schedules and priorities and to identify corresponding task priorities for this order. The COR and the A-COR shall attend these meetings. The contractor shall document meeting minutes of the meetings. (CDRL A001)

C.5.0 OTHER

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C.5.1 Travel - The contractor shall travel to attend meetings, conferences, operational sites (such as NetOps centers for user acceptance testing, training, and system deployments), system deployment locations (such as DISA Defense Enterprise Computing Center locations), and working groups, as tasked by the COR. The contractor shall deliver conference and trip reports. The contractor shall travel to other customer sites/facilities both CONUS and OCONUS, as tasked by the COR. (CDRL A003/A004)

In support of Z30, the contractor shall travel to Fort George G. Meade in Maryland to perform training and attend meetings with respect to MADSS software development and deployments, as tasked by the COR. (CDRL A001)

In support of K93, the contractor shall travel to NBID software deployments, meetings, conferences, training sessions, and special missions to the OIC on Selfridge ANGB in Chesterfield, MI, as tasked by the COR. (CDRL A001)

C.5.2 Government Provided Space and Computer Usage

C.5.2.1 Location of Work: Performance of the work in this PWS requires access to Government classified computer systems. As a result, the contractor shall perform the work at NSWCDD in Dahlgren, VA and in sponsor spaces. On-site support includes, at time of award, seven (7) personnel full-time in Government spaces. Additional on-site support may be required throughout performance; however, for pricing purposes, the contractor shall not propose any additional on-site support.

Labor Category	FTE	Work Location
Senior Software Developer	1	NSWCDD Building [REDACTED]
Software Developer	1	NSWCDD Building [REDACTED]
Senior GIS Engineer	1	NSWCDD Building [REDACTED]
	.5	NSWCDD Building [REDACTED]
GIS Engineer	1	NSWCDD Building [REDACTED]
Senior Database Analyst	1	NSWCDD Building [REDACTED]
Database Analyst	1	NSWCDD Building [REDACTED]
Software Developer	1	NSWCDD Building [REDACTED]

C.5.2.2 Information Security and Computer System Usage: In accordance with U.S. Navy Policy, any personnel, including the contractor, who use DoD owned systems shall assume responsibility for adherence to restrictions regarding internet and email usage. Navy policy prohibits racist, sexist, threatening, pornographic, personal business, subversive and politically partisan communications. All personnel, including the contractor, are accountable and shall act accordingly. DoD computer systems are monitored to ensure that the use is authorized, to facilitate protection against unauthorized access, to verify security procedures, survivability, and operational security. The Government collects information during monitoring for examination, recording, copying, and authorized use purposes. The Government shall monitor all information, including personal information, placed on or sent over a DoD system. The contractor consents to monitoring by the use of a DoD system. Unauthorized use by the contractor shall result in criminal prosecution. The Government shall use evidence of unauthorized use collected during monitoring for administrative, criminal, or adverse action.

C.5.3 Termination Of Employees With NSWCDD Base Access

(a) The contractor shall ensure that all employees who have an NSWCDD badge and a CAC card

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turn in the badge and card immediately upon termination of their employment under this contract. The above requirement is part of the standard clearance procedures for all separated personnel. The contractor shall advise NSWCDD Physical Security of all changes in their contractor personnel requiring NSWCDD base access.

(b) For involuntary separated personnel and those separated under adverse circumstances, the contractor shall notify NSWCDD Physical Security in advance of the date, time and location where an NSWCDD representative may retrieve the NSWCDD badge and CAC card prior to the employee's departing the contractor's facility. In the event the employee is separated in his or her absence, the contractor shall immediately notify the NSWCDD Physical Security of the separation and arrange between the former employee and NSWCDD Physical Security for the return of the badge and card.

C.5.4 Contractor Notification to Z Department Security

The contractor shall provide at least a 48-hour (2 working days) notice if any individual assigned to work in Z Department spaces on either a full or a part time basis is going to be removed from the contract for any reason. The contractor shall provide this notification to the Contracting Officer and the Government COR, with a copy to ZOS. Electronic notifications are acceptable. This notification is necessary in order to provide sufficient lead-time to allow for any administrative processing involving the individual, i.e. inventories, etc.

C.5.5 Required Training and Credentials

The contractor shall meet or exceed all required DoD certifications and training. The contractor shall be required to satisfy DoD 8570 IAT Level II certification requirements, as IT, database administrators, and application developers require administrative access on their computers to develop code and manage Windows services, the Windows registry, and other low-level operating system access.

C.5.6 DIGITAL DELIVERY OF DATA

(a) Delivery by the Contractor to the Government of certain technical data and other information is now frequently required to be made in digital form rather than in hardcopy form. The method of delivery of such data and/or other information (i.e., in electronic, digital, paper hardcopy, or other form) shall not be deemed to affect in any way either the identity of the information (i.e., as "technical data" or "computer software") or the Government's and the Contractor's respective rights therein.

(b) Whenever technical data and/or computer software deliverables required by this contract are to be delivered in digital form, any authorized, required, or permitted markings relating to the Government's rights in and to such technical data and/or computer software must also be digitally included as part of the deliverable and on or in the same medium used to deliver the technical data and/or software. Such markings must be clearly associated with the corresponding technical data and/or computer software to which the markings relate and must be included in such a way that the marking(s) appear in human-readable form when the technical data and/or software is accessed and/or used. Such markings must also be applied in conspicuous human-readable form on a visible portion of any physical medium used to effect delivery of the technical data and/or computer software. Nothing in this paragraph shall replace or relieve the Contractor's obligations with respect to requirements for marking technical data and/or computer software that are imposed by other applicable clauses such as, where applicable and without limitation, DFARS 252.227-7013 and/or DFARS 252.227-7014.

(c) Digital delivery means (such as but not limited to Internet tools, websites, shared networks, and the like) sometimes require, as a condition for access to and/or use of the means, an agreement by a user to certain terms, agreements, or other restrictions such as but not limited to "Terms of Use,"

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licenses, or other restrictions intended to be applicable to the information being delivered via the digital delivery means. The Contractor expressly acknowledges that, with respect to deliverables made according to this contract, no such terms, agreements, or other restrictions shall be applicable to or enforceable with respect to such deliverables unless such terms, agreements, or other restrictions expressly have been accepted in writing by the Contracting Officer; otherwise, the Government's rights in and to such deliverables shall be governed exclusively by the terms of this contract.

C.5.7 HQ C-2-0037 ORGANIZATIONAL CONFLICT OF INTEREST (NAVSEA) (JUL 2000)

(a) "Organizational Conflict of Interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the order work is or might be otherwise impaired, or a person has an unfair competitive advantage. "Person" as used herein includes Corporations, Partnerships, Joint Ventures, and other business enterprises.

(b) The Contractor warrants that to the best of its knowledge and belief, and except as otherwise set forth in the order, the Contractor does not have any organizational conflict of interest(s) as defined in paragraph (a).

(c) It is recognized that the effort to be performed by the Contractor under this order may create a potential organizational conflict of interest on the instant order or on a future acquisition. In order to avoid this potential conflict of interest, and at the same time to avoid prejudicing the best interest of the Government, the right of the Contractor to participate in future procurement of equipment and/or services that are the subject of any work under this order shall be limited as described below in accordance with the requirements of FAR 9.5.

(d) (1) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information provided to the Contractor by the Government during or as a result of performance of this order. Such information includes, but is not limited to, information submitted to the Government on a confidential basis by other persons. Further, the prohibition against release of Government provided information extends to cover such information whether or not in its original form, e.g., where the information has been included in Contractor generated work or where it is discernible from materials incorporating or based upon such information. This prohibition shall not expire after a given period of time.

(2) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information generated or derived during or as a result of performance of this order. This prohibition shall expire after a period of three years after completion of performance of this order.

(3) The prohibitions contained in subparagraphs (d)(1) and (d)(2) shall apply with equal force to any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may merge or affiliate, or any successor or assign of the Contractor. The terms of paragraph (f) of this Special Contract Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).

(e) The Contractor further agrees that, during the performance of this order and for a period of three years after completion of performance of this order, the Contractor, any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may subsequently merge or affiliate, or any other successor or assign of the

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Contractor, shall not furnish to the United States Government, either as a prime contractor or as a subcontractor, or as a consultant to a prime contractor or subcontractor, any system, component or services which is the subject of the work to be performed under this order. This exclusion does not apply to any recompetition for those systems, components, or services furnished pursuant to this order.

As provided in FAR 9.505-2, if the Government procures the system, component, or services on the basis of work statements growing out of the effort performed under this order, from a source other than the contractor, subcontractor, affiliate, or assign of either, during the course of performance of this order or before the three year period following completion of this order has lapsed, the Contractor may, with the authorization of the cognizant Contracting Officer, participate in a subsequent procurement for the same system, component, or service. In other words, the Contractor may be authorized to compete for procurement(s) for systems, components, or services subsequent to an intervening procurement.

(f) The Contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest, it shall make immediate and full disclosure in writing to the Contracting Officer. The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action, which the Contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant information that would assist the Contracting Officer in making a determination on this matter. Notwithstanding this notification, the Government may terminate the order for the convenience of the Government if determined to be in the best interest of the Government.

(g) Notwithstanding paragraph (f) above, if the Contractor was aware, or should have been aware, of an organizational conflict of interest prior to the award of this order or becomes, or should become, aware of an organizational conflict of interest after award of this order and does not make an immediate and full disclosure in writing to the Contracting Officer, the Government may terminate this order for default.

(h) If the Contractor takes any action prohibited by this requirement or fails to take action required by this requirement, the Government may terminate this order for default.

(i) The Contracting Officer's decision as to the existence or nonexistence of an actual or potential organizational conflict of interest shall be final.

(j) Nothing in this requirement is intended to prohibit or preclude the Contractor from marketing or selling to the United States Government its product lines in existence on the effective date of this order; nor, shall this requirement preclude the Contractor from participating in any research and development or delivering any design development model or prototype of any such equipment. Additionally, sale of catalog or standard commercial items are exempt from this requirement.

(k) The Contractor shall promptly notify the Contracting Officer, in writing, if it has been tasked to evaluate or advise the Government concerning its own products or activities or those of a competitor in order to ensure proper safeguards exist to guarantee objectivity and to protect the Government's interest.

(l) The Contractor shall include this requirement in subcontracts of any tier which involve access to information or situations/conditions covered by the preceding paragraphs, substituting "subcontractor" for "contractor" where appropriate.

(m) The rights and remedies described herein shall not be exclusive and are in addition to other rights and remedies provided by law or elsewhere included in this order.

(n) Compliance with this requirement is a material requirement of this order.

C.5.8 NOTIFICATION OF POTENTIAL ORGANIZATIONAL CONFLICT(S) OF INTEREST

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Offerors are reminded that certain arrangements may preclude, restrict or limit participation, in whole or in part, as either a subcontractor or as a prime contractor under this competitive procurement. Notwithstanding the existence or non-existence of an OCI clause in the current contract, the offeror shall comply with FAR 9.5 and identify if an OCI exists at any tier or arises at any tier at any time during contract performance. The contractor shall provide notice within 14 days of receipt of any information that may indicate a Potential OCI and how they shall mitigate this.

C.6.0 OTHER DIRECT COSTS

C.6.1 Materials and Equipment

During the performance of this task order it may be necessary for the contractor to procure materials to respond to the mission requirements listed in the Performance Work Statement. This task order is issued under a services contract and the procurement of materials of any kind that are not directly related to and necessary for performance may be determined to be unallowable costs pursuant to FAR Part 31. The term "material" includes supplies, parts, equipment, hardware, and Information Technology (IT) resources including hardware, services, and software. Any material provided by the contractor is subject to the requirements of the FAR, DFARS, and the applicable Department of Navy regulations and instructions. Charges related to materials costs may include general and administrative (G&A) expenses but shall not include fee or profit.

C.6.2.1 Costs Expressly Not Allowed for Direct Charge

The costs of general purpose business expenses required for the conduct of normal business operations will not be considered allowable direct costs in the performance of the contract. General purpose business expenses include but are not limited to the costs for items such as telephones (including cell phones) and telephone charges, copy machines, word processing equipment, personal computers, and other office equipment and supplies.

C.6.2.2 List of Materials Approved for Purchase

The materials listed in paragraph C.9.2.3 below shall be the only ones approved for purchase under this task order. If the contractor operates a DCMA-approved purchasing system, individual item purchases over ██████ shall not be executed until the COR reviews the requested purchase and approval is obtained from the Contracting Officer (CO). If the contractor does not operate an approved purchasing system, individual item purchases over ██████ shall not be executed until the COR reviews the requested purchase and approval is obtained from the CO. No purchases of any amount shall be executed by a subcontractor if they do not have a DCAA-approved accounting system.

C.6.2.3 Materials List

The material and electronic items in the following list are authorized for purchase once the Contractor has complied with approval requirements as stated in paragraph C.9.2 above and C.9.2.5 below.

Materials not fitting the descriptions listed in this section may not be purchased unless mutually agreed to by both the Government (PCO and COR) and contractor and subsequently added to the task order by modification.

C.6.2.4 Information Technology (IT) Resources

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IT Resources shall not be purchased unless DoD and Navy purchasing procedures have been satisfied and approvals obtained. IT resources include personal computers (PC's), laptops, printers, software, servers, hubs, routers, phones, fax machines, and any related maintenance, telecommunications, training, or other support services.

C.6.2.5 Approvals

Prior written approval from the Contracting Officer shall be required for all purchases of materials under the following circumstances:

(a) Approved Purchasing System: If the contractor possesses a DCMA approved Purchasing System, the following applies:

(1) A purchase of materials in accordance with what is stated in Section C.9.2.2 above that equals [REDACTED] or less per individual item purchase may be executed with COR review and written approval. Advance PCO approval is not required.

(2) A purchase of materials in accordance with what is stated in Section C.9.2.2 above that exceeds [REDACTED] per individual purchase may NOT be executed unless the COR reviews the proposed purchase and the PCO issues written approval.

(b) Purchasing System not Reviewed/Approved: If the contractor does not possess a DCMA approved Purchasing System, the following applies:

(1) A purchase of materials in accordance with what is stated in Section C.9.2.2 above that equals [REDACTED] or less per individual purchase may be executed with COR review and written approval. PCO approval is not required.

(2) A purchase of materials in accordance with what is stated above that exceeds [REDACTED] per individual purchase may NOT be executed unless the COR reviews the proposed purchase and the PCO issues written approval.

(c) Separate multiple purchases of amounts valued below those thresholds stated in this section shall not be submitted to circumvent the COR and PCO review and approval procedure. Splitting purchase requirements to defeat purchasing thresholds shall not be approved.

C.6.2.6 Procedure for Obtaining COR and CO Approval

To obtain COR and/or PCO approval, the contractor shall:

(a) Submit a written request for purchase of materials to the COR through e-mail. The COR shall review the request. If it is in accordance with C.9.2.3 above and requires PCO approval, the COR shall submit the request via the Contract Specialist to the PCO for review and approval.

(b) Minimum requirements for a written request for purchase are as follows:

- (1) Complete description of the material to be purchased
- (2) Quantity
- (3) Unit Cost and Total Cost
- (4) Estimated Delivery/Freight charges
- (5) Any associated service charges such as assembly, configuration, packing, etc.

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- (6) An explanation of the need for the material
 - (7) List the competitive quotes received from potential suppliers
 - (8) The basis for the selection of the selected supplier
 - (9) Explanation of the determination of price reasonableness regarding the selected supplier costs
 - (10) If the procurement is sole sourced to a particular supplier or manufacturer, include the rationale for limiting the procurement to that supplier or manufacturer.
 - (11) The contractor may seek the assistance of the Contract Specialist for guidance on item 10 above.
- (c) Once the COR and/or CO have reviewed the request, the Government shall notify the contractor of the outcome. Issues or details may be discussed with the Contract Specialist acting on behalf of the CO until a final Government determination is made as to whether to approve, modify, or reject the purchase.
- (d) The contractor is required to possess and maintain an adequate Property Management System throughout performance.

C.6.2.7 Disposition of Materials

Upon completion of the period of performance, all material associated with this Order that is purchased by the contractor and not depleted during the performance of the Order shall become the property of the Federal Government. The contractor shall transfer all materials not depleted to the COR by way of a Material Inspection and Receiving Report (DD250).

C.7 SECURITY

The Department of Defense Contract Security Classification Specification (DD Form 254)(Attachment J.1) provides the security classification requirements for this order. The contractor shall obtain facility and personnel security clearances as required by the Department Industrial Security Program prior to starting to work on tasks requiring clearances. Access to classified spaces and material and generation of classified material shall be in accordance with the attached DD Form 254.

Execution of this effort under this PWS requires the contractor to have access to classified information, systems, system data/products, and detailed analysis of systems up to the TOP SECRET level. While working on classified tasks, the Contractor shall safeguard all classified materials in accordance with applicable Government and industrial security regulations. The contractor must be capable of processing and securely storing up to the SECRET level in their facility. All deliverables associated with this contract shall be in compliance with the DD Form 254.

C.8 ELECTRONIC SPILLAGES

(a) Electronic spillages (ES) are unacceptable and pose a risk to national security. An electronic spillage is defined as classified data placed on an information system (IS), media or hardcopy document possessing insufficient security controls to protect the data at the required classification level, thus posing a risk to national security (e.g., sensitive compartmented information (SCI) onto collateral, Secret onto Unclassified, etc). The contractor's performance as it relates to ES will be evaluated by the Government. ES reflects on the overall security posture of the Government and a lack of attention to detail with regard to the handling of classified information of IS security discipline and will be reflected in the contractor's performance rating. In the event that a contractor

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is determined to be responsible for an ES, all direct and indirect costs incurred by the Government for ES remediation will be charged to the contractor.

(b) NSWCDD Command Security will continue to be responsible for the corrective action plan in accordance with the security guidance reflected on the DOD Contract Security Classification Specification - DD254. Command Security will identify the contractor facility and contract number associated with all electronic spillages during the investigation that involve contractor support. Command Security will notify the Contracts Division with the contractor facility name and contract number, incident specifics and associated costs for clean up. The Contracting Officer will be responsible to work with the Contractor Facility to capture the costs incurred during the spillage clean up. The Contractor is also responsible for taking Information Security Awareness training annually, via their Facility Security Officer (FSO), as part of the mandatory training requirements. If a spillage occurs additional training will be required to prevent recurrence.

C.9 ENTERPRISE-WIDE CONTRACTOR MANPOWER REPORTING APPLICATION (ECMRA)

(a) The Contractor shall report ALL Contractor labor hours (including Subcontractor labor hours) required for performance of services provided under this contract for the Naval Surface Warfare Center Dahlgren Division via a secure data collection site. The Contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>.

(b) Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>.

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SECTION D PACKAGING AND MARKING

D.1 Delivery shall be in accordance with the provisions of the basic contract. Some deliveries may contain classified information.

D.2 HQ D-1-0001 DATA PACKAGING LANGUAGE

Data to be delivered by Integrated Digital Environment (IDE) or other electronic media shall be as specified in the contract.

All unclassified data to be shipped shall be prepared for shipment in accordance with best commercial practice.

Classified reports, data, and documentation shall be prepared for shipment in accordance with National Industrial Security Program Operating Manual (NISPOM), DOD 5220.22-M dated 28 February 2006.

D.3 HQ D-2-0008 MARKING OF REPORTS (NAVSEA) (SEP 1990)

All reports delivered by the Contractor to the Government under this contract shall prominently show on the cover of the report:

- (1) name and business address of the Contractor
- (2) contract number
- (3) contract dollar amount
- (4) whether the contract was competitively or non-competitively awarded
- (5) sponsor:

All deliverables shall be packaged and marked IAW Best Commercial Practice.

All Deliverables shall be packaged and marked IAW Best Commercial Practice.

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SECTION E INSPECTION AND ACCEPTANCE

E.1 Inspection and Acceptance shall be performed at NSWCCD, Dahlgren, VA by the Contracting Officer Representative (COR) designated herein.

E.2 PERFORMANCE BASED TASK ORDER REVIEW AND ACCEPTANCE PROCEDURES

(a) This is a performance based Task Order as defined in FAR Part 37.6. Contractor performance will be evaluated in accordance with the Quality Assurance Surveillance Plan (QASP) that is provided below.

(b) The QASP defines this evaluation and acceptance to be part of the annual Contractor Performance Assessment Reporting System (CPARS). The contractor may obtain more information regarding the CPARS process at the following internet site: <http://cpars.navy.mil>

E.3 QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)

E.3.1 PURPOSE

E.3.1.1 This Quality Assurance Surveillance Plan is a Government-developed and applied document used to make sure the systematic quality assurance methods are used in the administration of this performance-based contract. The intent is to ensure that the contractor performs in accordance with the performance objectives and the Government receives the quality of services called for in the contract. In addition, this QASP provides the specific criteria and process to be following in determining whether to exercise the award-term options.

E.3.1.2 The purpose of the QASP is to describe the systematic methods used to monitor performance and to identify the required documentation and the resources to be employed. The QASP provides a means for evaluating whether the contractor is meeting the performance standards/quality levels identified in the PWS and the contractor's quality control plan (QCP), and to ensure that the Government pays only for the level of services received.

E.3.1.3 This QASP defines the roles and responsibilities of Government personnel involved in the evaluation of the quality of contractor performance, identifies the performance objectives, defines the methodologies used to monitor and evaluate the contractor's performance, describes quality assurance documentation requirements, and describes the analysis of quality assurance monitoring results.

E.3.2 AUTHORITY

Authority for issuance of this QASP is provided under Contract Section E – Inspection and Acceptance which provides for inspections and acceptance of the services and deliverables called for in service contracts to be executed by the Contracting Officer of a duly authorized representative.

E.3.3 SCOPE

E.3.3.1 The PWS structures the acquisition around “what” service or quality level is required, as opposed to “how” the contractor should perform the work (i.e., results, not compliance). This QASP will define the performance management approach taken to monitor and manage the contractor's performance to ensure the expected outcomes or performance objectives communicated in the PWS are achieved. Performance management rests on developing a capability to review and analyze information generated through performance assessment. The ability to make decisions based on the analysis of performance data is the cornerstone of performance management; this analysis yields information that indicates whether expected outcomes for the project are being achieved by the contractor.

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E.3.3.2 Performance management represents a significant shift from the more traditional quality assurance (QA) concepts in several ways. Performance management focuses on assessing whether outcomes are being achieved and to what extent. This approach migrates away from scrutiny of compliance with the processes and practices used to achieve the outcome. A performance-based approach enables the contractor to play a large role in how the work is performed, as long as the proposed processes are within the stated constraints. The only exceptions to process reviews are those required by law (federal, state, and local) and compelling business situations, such as safety and health. A “results” focus provides the contractor flexibility to continuously improve and innovate over the course of the Contract (TO) as long as the critical outcomes expected are being achieved and/or the desired performance levels are being met.

E.3.3.3 The contractor is responsible for the quality of all work performed. The contractor measures that quality through the contractor’s own quality control plan (QCP). Quality control is work output, not workers, and therefore includes all work performed under this Order regardless of whether the work is performed by contractor employees or by subcontractors. The contractor’s QCP will set forth the staffing and procedures for self-inspecting the quality, timeliness, responsiveness, customer satisfaction, and other performance requirements in the PWS. The contractor will develop and implement a performance management system with processes to assess and report its performance to the designated Government representative. This QASP enables the Government to take advantage of the contractor’s QCP.

E.3.3.4 The Government will assess performance using the methodology contained herein and the Contractor Performance Assessment Reporting System (CPARS) to determine how the contractor is performing against communicated performance objectives. CPARS assesses a contractor’s performance, both positive and negative, and provides a record on a given contract during a specified period of time. More information pertaining to CPARS can be found at: <http://www.cpars.csd.disa.mil/cparsfiles/pdfs/DoD-CPARS-Guide.pdf>. Each assessment will be based on objective data (or measurable, subjective data when objective data is not available) supportable by program and contract management data. The QASP methodology and CPARS performance expectations will be addressed in the Government and contractor’s initial post-award meeting. Potential sources of data may include, but are not limited to, the following:

- Status and progress reviews and reports
- Production and management reviews and reports
- Management and engineering process reviews (e.g. risk management, requirements management, etc.) and reports
- Cost performance reports and other cost and schedule metrics
- Other program measures and metrics such as:
- Measures of progress and status of resources
- Measures of deliverable timeliness and accuracy
- Measures of product quality and process performance
- External and sponsor feedback/comments and satisfaction ratings
- Systems engineering and other technical progress reviews
- Technical interchange meetings
- Physical and functional configuration audits
- Quality reviews and quality assurance evaluations
- Functional performance evaluations
- Subcontract Reports

E.3.3.5 A preliminary CPARS evaluation/rating will be accomplished as noted in paragraph 5.0 below. The purpose of this review is to determine whether the Contractor is performing at least at

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a Satisfactory level for each area to be assessed using Table 1. This methodology will be utilized as an important factor in determining whether or not to exercise Option 1 and 2 under the Order. Further, the formal CPARS ratings are used as reference material by others in source selection.

E.3.3.6 Options Periods 3 and 4 are Award Term Options (See Table 2). In order for an Award Term option to be exercised, the contractor must have achieved at least a Very Good for each major element.

E.3.4 ROLES AND RESPONSIBILITIES

E.3.4.1 Contracting Officer

E.3.4.1.1 An individual duly appointed with the authority to enter into (PCO) or administer (ACO) contracts and make related determination and findings on behalf of the Government. The PCO for this contract is identified in Section G, Ddl-G10 Government Contract Administration Points-of-Contact and Responsibilities. The ACO will be designated in the resulting Order. Contracting Officers are designated via a written warrant, which sets forth limitations of their respective authority.

E.3.4.1.2 The Contracting Officer ensures performance of all necessary actions for effective contract administration, ensures compliance with the terms of the contract and safeguards the interests of the United States in the contractual relationship. It is the Contracting Officer that ensures the Contractor receives impartial, fair and equitable treatment under the Order. The Contracting Officer is ultimately responsible for the final determination of the acceptability of the Contractor's performance. The PCO is also the Term-Determining Official (TDO)

E. 3.4.2 Contract Specialist

E.3.4.2.1 Assigned by the PCO to provide daily administration of the contract.

E.3.4.2.2 Provides input to the PCO and the COR as to the quality of performance for areas addressed in this QASP.

E.3.4.3 Contracting Officer's Representative (COR)

E.3.4.3.1 An individual appointed in writing by the PCO to act as their authorized representative to assist in technical administration of the Order. The COR is appointed in the contract award. The limitations of authority are contained in a written letter of appointment which is a formal attachment to the contract.

E.3.4.3.2 The COR is responsible for technical administration of the Contract and assures proper surveillance of the contractor's technical performance. The COR provides QASP reports to the PCO.

E.3.4.3.3 The COR is not empowered to make any contractual commitments or to authorize any changes on the 's behalf. Any changes that the contractor deems may affect contract price, terms, or conditions shall be referred to the Contracting Officer for action.

E.3.4.4 Subject Matter Expert (SME)

E.3.4.4.1 SMEs are individuals who may be assigned by the COR to perform limited technical oversight of specific projects, work areas, or Technical Instructions issued under the contract.

E.3.4.4.2 The SME provides input to the COR as to the quality of technical performance for their respective area(s) of expertise.

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E.3.4.4.3 An SME cannot, in any manner, alter the scope of the contract, make commitments or authorize any changes on the Government's behalf.

E.3.5.0 SCHEDULE

The initial QASP evaluation will be finalized no later than the end of month eight (8) of the Base Period. In order to accomplish this, the following schedule applies:

E.3.5.1 Contractor Self-Assessment (written) due to the Contracting Officer and the COR no later than the end of month seven (7) of the period of performance based on at least six (6) months of support. Failure of the contractor to make a timely delivery will be viewed as the contractor's overall inability to comply with Contract schedules.

E.3.5.2 COR Written Assessment due to the Contracting Officer no later than the end of week two (2) of month eight (8) of the period of performance.

E.3.5.3 Week four (4) of month eight (8) of the period of performance: The Contracting Officer will hold a meeting with the COR and the Contractor for the purpose of reviewing inputs and determining the overall assessment level for the period.

E.3.6.0 IDENTIFICATION OF REQUIRED PERFORMANCE STANDARDS/QUALITY LEVELS

E.3.6.1 Table 1 provides the overall performance ratings. Table 2 provides the Award Term Incentive Objectives. Table 3 provides the Task Performance Evaluation Criteria and Standards for each Major Performance Element.

E.3.6.2 The required performance standards and quality levels are included in Table (1), "Performance Standards". If the contractor meets the required service or performance level, the contractor will receive positive preliminary QASP and CPARS ratings. If the contractor fails to meet the required performance level, the result will be negative QASP and CPARS ratings.

E.3.6.3 If the Contractor fails to meet the required performance level based on the preliminary review conducted in accordance with the 5.0 above, the Government may not exercise the next Option period under the Order. "meeting the required performance level" means that the contractor must receive at least a Satisfactory rating (see table 1) for each of the six (6) major element that are evaluated (Technical Performance, Staffing, Customer Satisfaction, Management Performance and Problem Resolution, Cost Efficiency, and Subcontracting) for the performance period being evaluated (See Table 3).

E.3.7.0 METHODOLOGIES TO MONITOR PERFORMANCE

E.3.7.1 Surveillance Techniques

In an effort to minimize the performance management burden, simplified surveillance methods shall be used by the Government to evaluate contractor performance when appropriate. The Government will use the following methods of surveillance:

- Random monitoring
- 100% Inspection
- Periodic Inspection
- Customer Feedback

E.3.7.2 Customer Feedback

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E.3.7.2.1 The contractor is expected to establish and maintain professional communication between its employees and customers at all levels. The primary objective of this communication is customer satisfaction. Customer satisfaction is the most significant external indicator of the success and effectiveness of all services provided and can be measured through customer complaints.

E.3.7.2.2 Performance management drives the contractor to be customer focused through initially and internally addressing customer complaints and investigating the issues and/or problems but the customer always has the option to communicate complaints to the PCO, as opposed to the contractor.

E.3.7.2.3 Customer complaints, to be considered valid, must set forth clearly and in writing the detailed nature of the complaint, must be signed, and must be forwarded to the COR. The COR will accept those customer complaints, investigate and work with the PCO and contractor to resolve the issue.

E.3.7.2.4 Customer feedback may also be obtained either from the results of formal customer satisfaction surveys or from random customer complaints.

E.3.8.0 QUALITY ASSURANCE DOCUMENTATION

E.3.8.1 The Performance Management Feedback Loop

The performance management feedback loop begins with the communication of expected outcomes. Performance standards and performance monitoring techniques are expressed in Table 1.

E.3.8.2 Monitoring System

The Government's QA surveillance, accomplished by the COR, in conjunction with the PCO, will be reported using the methodology described herein. Interim evaluations will be done IAW paragraph 5.0 as input to Option Exercise determinations. Formal CPARS evaluations shall be conducted on an annual basis.

Table 1 – Overall Performance Ratings

Overall Performance Rating	Standard
Exceptional	Performance meets contractual requirements and exceeds many requirements to the 's benefit
Very Good	Performance meets contractual requirements and exceeds some to the's benefit
Satisfactory	Performance meets contractual requirements
Marginal	Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the contractor has not yet implemented satisfactory corrective measures.
Unsatisfactory	Performance does not meet contractual requirements and recovery is not likely in a timely manner. Contractor's corrective actions to date are ineffective.

Table 2 – Task Performance Evaluation Criteria and Standards

ELEMENT	UNSATISFACTORY	MARGINAL	SATISFACTORY	VERY GOOD	EXCEPTIONAL
I. Task Performance					
Timeliness	Contractor frequently misses deadlines, or is slow or non-responsive to respond to Government requests.	Contractor occasionally misses deadlines, schedules or is slow or occasionally non-responsive to respond to Government requests.	Contractor routinely meets deadlines, schedules, quickly responds to Government requests.	Contractor routinely meets deadlines and schedules and occasionally delivers early and responds immediately to Government requests.	Contractor routinely delivers ahead of deadlines, schedules, and responds immediately to Government requests.
Quality	Deliverables are typically not well researched and contain many technical inaccuracies. Rework is frequently required.	Deliverables are occasionally not well researched and contain some technical inaccuracies. Rework is occasionally required	Data Deliverables received are well researched, complete and technically accurate. No more than one (2) revisions are typically needed to accept the item. Other deliverable meet all Contract requirements.	Data Deliverables received are well researched, complete and technically accurate. Other deliverables meet all Contract requirements.	Data Deliverables received are always well researched, complete and technically accurate. They frequently exceed technical expectations. Rework is not required. Other deliverables typically exceed all Contract requirements.
II. Staffing	Contractor provides marginally qualified or unqualified personnel. Lapses in coverage occur regularly.	Contractor provides marginally qualified personnel. Lapses in coverable occur more than occasionally.	Contractor provides qualified personnel. Lapses in coverage occur occasionally and are successfully managed by the contractor with to minimize impact on timeliness or quality. New/and or	Contractor provides a mix of qualified and highly qualified personnel. Lapses in coverage are rare and are successfully managed by the contractor with no impact on timeliness or quality. New/and or substitute	Contractor provides highly qualified personnel. Lapses in coverage are rare and are successfully managed by the contractor with no impact on timeliness or quality. New/and or substitute resumes

ELEMENT	UNSATISFACTORY	MARGINAL	SATISFACTORY	VERY GOOD	EXCEPTIONAL
			<p>substitute resumes submitted IAW contract reqmts.</p> <p>Personnel work products fully consistent with resume qualifications.</p>	<p>resumes submitted IAW contract reqmts.</p> <p>Personnel work products fully consistent with resume qualifications</p>	<p>submitted IAW contract reqmts.</p> <p>Personnel work products fully consistent with resume qualifications.</p>
III. Customer Satisfaction	Fails to meet customer expectations	Contractor occasionally fails to meet customer expectations.	Meets customer expectations.	Routinely meets or occasionally exceeds customer expectations.	Exceeds customer expectations.
IV. Management Performance					
Problem Resolution	Problems are unresolved, repetitive, or take excessive Government effort to resolve.	Problems are generally resolved but take unusual Government effort to resolve or take an excessive amount of time to resolve.	Problems are resolved quickly with minimal Government involvement.	Problems occur infrequently and are generally resolved quickly with minimal Government involvement.	Problems are non-existent or the contractor takes corrective action without Government involvement.
Responsiveness	Contractor's management is unresponsive to Government equests and concerns.	Contractor's management is occasionally unresponsive to Government requests and concerns.	Contractor's management is responsive to Government requests and concerns.	Contractor's management is responsive to requests and concerns and occasionally proactive in anticipating concerns.	Contractor's management takes proactive approach in dealing with Government representatives and anticipates concerns.
Communication	Contractor fails to communicate with Government in an effective and timely manner.	Contractor occasionally fails to communicate with Government in an effective and timely manner.	Contractor routinely communicates with Government in an effective and timely manner.	Contractor routinely communicates with Government in an effective and timely manner and it frequently proactive in managing communications.	Contractor takes proactive approach such that communications are almost always clear, effective and timely.

ELEMENT	UNSATISFACTORY	MARGINAL	SATISFACTORY	VERY GOOD	EXCEPTIONAL
V. Cost Management & Efficiency					
Cost Mgmt & Reporting	<p>Contractor regularly experiences cost overruns.</p> <p>Cost reports are late and contain errors.</p> <p>Invoicing is not accurate or submitted in a timely manner. Supporting detail is missing or incomplete.</p> <p>Subcontractor invoices are rarely paid in a timely manner.</p>	<p>Contractor may experience occasional cost overruns.</p> <p>Cost reports are occasionally late and/or contain errors.</p> <p>Invoices are occasionally late or contain errors.</p> <p>Supporting detail contains occasional errors</p> <p>Subcontractor invoices are not paid in a timely manner. SB subcontractor invoices are not expedited.</p>	<p>Contractor routinely completes the effort within the originally agreed-to estimated cost. Funds and resources used in cost-effective manner.</p> <p>Cost reports are timely, accurate, complete and clearly written.</p> <p>Invoices are timely (no more than 3 weeks after end date of period being invoiced) and are accurate. All supporting detail is provided.</p> <p>Subcontractor invoices are paid in a timely manner. SB subcontractor invoices are expedited.</p>	<p>Contractor routinely completes the effort within the originally agreed-to estimated cost and experiences occasional cost underruns. Funds and resources used in cost-effective manner.</p> <p>Cost reports are timely, accurate, complete and clearly written.</p> <p>Invoices are timely (no more than 3 weeks after end date of period being invoiced) and are accurate. All supporting detail is provided.</p> <p>Subcontractor invoices are paid in a timely manner. SB subcontractor invoices are expedited.</p>	<p>Contractor often completes the effort at lower than estimated costs. Funds and resources used in a most cost-effective manner.</p> <p>Cost reports are timely, accurate, complete and clearly written.</p> <p>Invoices are timely (no more than 2 weeks after end date of period being invoiced) and are accurate. All supporting detail is provided.</p> <p>Subcontractor invoices are paid in a timely manner. SB subcontractor invoices are expedited.</p>
Other Direct Cost (ODC)	ODCs are not accurately or timely reported or invoiced. Errors are not quickly corrected.	ODCs are occasionally not reported or invoiced in timely manner. Errors not	ODCs are accurately and timely reported and invoiced. Any errors noted are quickly corrected.	ODCs are accurately and timely reported and invoiced. Errors are rare and quickly corrected.	ODCs are accurately and timely reported and invoiced. Contractor complies with

ELEMENT	UNSATISFACTORY	MARGINAL	SATISFACTORY	VERY GOOD	EXCEPTIONAL
	<p>Does not comply with contract requirements for ODC authorizations.</p> <p>Burdened unit costs higher than proposed.</p>	<p>consistently corrected in a timely manner.</p> <p>Occasionally does not not comply with authorization requirements in contract. Burdened unit costs are rarely higher than proposed.</p>	<p>Contractor complies with contract requirements for ODC authorization 100% of time.</p> <p>Burdened unit costs are no higher than proposed.</p>	<p>Contractor complies with contract requirements for ODC authorization 100% of time.</p> <p>Burdened unit costs are occasionally lower than proposed.</p>	<p>contract requirements for ODC authorization 100% of time.</p> <p>Burdened unit costs are often lower than proposed.</p>
VI. Subcontracting					
FAR 52.219-14 Compliance	Contractor at less than 50% compliance; Plan Forward for achieving compliance does not appear realistic or achievable.	Contractor at less than 90% compliant.. Plan Forward for achieving compliance contains some unmitigated risks.	Contractor at least 90% compliance for preceding contract period. Plan Forward for achieving compliance is realistic and achievable.	Contractor in full compliance for preceding contract period.	Contractor exceeds 60% of the cost of contract performance for his own personnel for preceding contract period.

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SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

4000	9/15/2013 - 9/14/2014
4100	9/15/2014 - 9/14/2015
6000	9/15/2013 - 9/14/2014
6100	9/15/2014 - 9/14/2015
7000	9/15/2015 - 9/14/2016
7100AA	9/15/2014 - 9/14/2015
7100AB	9/15/2014 - 9/14/2015
7100AC	9/15/2014 - 9/14/2015
7100AD	11/18/2014 - 9/14/2015
7100AE	11/18/2014 - 9/14/2015
7100AF	11/18/2014 - 9/14/2015
7100AG	7/23/2015 - 9/14/2015
7100AH	7/23/2014 - 9/14/2015
7100AJ	7/23/2015 - 9/14/2015
7100AK	8/25/2015 - 9/14/2015
7200AA	9/15/2015 - 9/14/2016
7200AB	9/15/2015 - 9/14/2016
7200AC	9/15/2015 - 9/14/2016
7200AD	9/15/2015 - 9/14/2016
7200AE	9/15/2015 - 9/14/2016
7200AF	9/15/2015 - 9/14/2016
7200AG	11/9/2015 - 9/14/2016
7200AH	11/9/2015 - 9/14/2016
7200AJ	1/6/2016 - 9/14/2016
7200AK	9/15/2015 - 9/14/2016
7200AL	3/10/2016 - 9/14/2016
7200AM	4/15/2016 - 9/14/2016
7200AN	4/15/2016 - 9/14/2016
9000	9/15/2015 - 9/14/2016
9100AA	7/23/2015 - 9/14/2015
9100AE	11/18/2014 - 9/14/2015
9100AF	11/18/2014 - 9/14/2015
9100AG	1/6/2015 - 9/14/2016
9200AA	9/15/2015 - 9/14/2016
9200AK	1/15/2016 - 9/14/2016
9200AN	4/15/2016 - 9/14/2016

CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following Items are as follows:

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4000	9/15/2013 - 9/14/2014
4100	9/15/2014 - 9/14/2015
6000	9/15/2013 - 9/14/2014
6100	9/15/2014 - 9/14/2015
7000	9/15/2015 - 9/14/2016
7100AA	9/15/2014 - 9/14/2015
7100AB	9/15/2014 - 9/14/2015
7100AC	9/15/2014 - 9/14/2015
7100AD	11/18/2014 - 9/14/2015
7100AE	11/18/2014 - 9/14/2015
7100AF	11/18/2014 - 9/14/2015
7100AG	7/23/2015 - 9/14/2015
7100AH	7/23/2014 - 9/14/2015
7100AJ	7/23/2015 - 9/14/2015
7100AK	8/25/2015 - 9/14/2015
7200AA	9/15/2015 - 9/14/2016
7200AB	9/15/2015 - 9/14/2016
7200AC	9/15/2015 - 9/14/2016
7200AD	9/15/2015 - 9/14/2016
7200AE	9/15/2015 - 9/14/2016
7200AF	9/15/2015 - 9/14/2016
7200AG	11/9/2015 - 9/14/2016
7200AH	11/9/2015 - 9/14/2016
7200AJ	1/6/2016 - 9/14/2016
7200AK	9/15/2015 - 9/14/2016
7200AL	3/10/2016 - 9/14/2016
7200AM	4/15/2016 - 9/14/2016
7200AN	4/15/2016 - 9/14/2016
9000	9/15/2015 - 9/14/2016
9100AA	7/23/2015 - 9/14/2015
9100AE	11/18/2014 - 9/14/2015
9100AF	11/18/2014 - 9/14/2015
9100AG	1/6/2015 - 9/14/2016
9200AA	9/15/2015 - 9/14/2016
9200AK	1/15/2016 - 9/14/2016
9200AN	4/15/2016 - 9/14/2016

Services to be performed hereunder will be provided at (insert specific address and building etc.)

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SECTION G CONTRACT ADMINISTRATION DATA

ACCOUNTING DATA

The award document will include Accounting Data at the end of Section G. All lines of accounting are listed sequentially under a heading that identifies the particular action (award or modification number) under which the funding was obligated. Under SeaPort-e, all funding is identified/obligated at the SubCLIN (SLIN) level. SLINs are established sequentially by the SeaPort-e software. Each obligation of funds receives a unique SLIN identifier, even if the funds are an increase to an existing line of accounting (ACRN). Thus, an individual project/work area or Technical Instruction that is funded incrementally, could have one ACRN but multiple SLINs. Accounting for expenditures and invoicing at the SLIN level is required.

SPECIAL INVOICE INSTRUCTIONS

Each SLIN providing funding designates a specific project area/work area/Technical Instruction (TI)/Work Breakdown Structure (WBS) item. Tracking and reporting shall be accomplished at the project/work area/TI/WBS item level. Each identified project/work area/TI/WBS shall be invoiced by its associated SLIN and ACRN. If multiple ACRNs are associated with a single project/work area/TI/WBS, the contractor shall consult with the Contracting Officer Representative for additional invoicing instructions.

In Accordance with (DFARS) PGI 204.7108 "Other" (d)(1) INVOICING AND PAYMENT INSTRUCTIONS FOR MULTIPLE ACCOUNTING CLASSIFICATION CITATIONS

(1) Line item specific: single funding. If there is only one source of funding for the contract line item (i.e., one ACRN), insert the following:

The payment office shall make payment using the ACRN funding of the line item being billed.

DdI-G10 GOVERNMENT CONTRACT ADMINISTRATION POINTS-OF-CONTACT AND RESPONSIBILITIES

(*) - To be identified at time of award.

Procuring Contracting Officer (PCO):

(a) Name: [REDACTED]
Code: [REDACTED]
Address: [REDACTED]
[REDACTED]
[REDACTED]
Phone: [REDACTED]
Fax: [REDACTED]
E-mail: [REDACTED]

(b) PCO responsibilities are outlined in FAR 1.602-2. The PCO is the only person authorized to approve changes in any of the requirements of this Task Order, notwithstanding provisions contained elsewhere in this contract, the said authority remains solely the PCO's. The contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer or is pursuant to specific authority otherwise included as part of this contract. In the event the contractor effects any change at the direction of any person other than the PCO, the change will be considered to be unauthorized.

Contract Specialist:

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(a) Name: [REDACTED]
Code: [REDACTED]
Address: [REDACTED]
[REDACTED]
[REDACTED]
Phone: [REDACTED]
Fax: [REDACTED]
E-mail: [REDACTED]

(b) The Contract Specialist is the representative of the Contracting Officer for all contractual matters.

Administrative Contracting Officer (ACO)

(a) Name: [REDACTED]
Address: [REDACTED]
[REDACTED]
Phone: [REDACTED]
E-mail: [REDACTED]

(b) The Administrative Contracting Officer (ACO) of the cognizant Defense Contract Management Agency (DCMA) is designated as the authorized representative of the Contracting Officer for purposes of administering this Task Order in accordance with FAR 42.3. However, in view of the technical nature of the supplies and services to be furnished, technical cognizance is retained by the Naval Surface Warfare Center, Dahlgren Division.

Contracting Officers Representative (COR):

(a) Name: [REDACTED]
Code: [REDACTED]
Address: [REDACTED]
[REDACTED]
[REDACTED]
Phone: [REDACTED]
E-mail: [REDACTED]

(b) The COR is the PCO's appointed representative for technical matters. The COR is not a contracting officer and does not have the authority to direct the accomplishment of effort which is beyond the scope of the Task Order or to otherwise change any Task Order requirements. A copy of the COR appointment letter which provides a delineation of COR authority and responsibilities is provided as an attachment to this Task Order.

Alternate Contracting Officers Representative (ACOR):

(a) Name: (n/a at this time)
Code:
Address:
Phone:
E-mail:

(b) The ACOR is responsible for COR responsibilities and functions in the event that the COR is unavailable due to leave, illness, or other official business. The ACOR is appointed by the PCO; a copy of the ACOR appointment is provided as an attachment to this Task Order.

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252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JUN 2012)

(a) Definitions. As used in this clause—

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS [252.232-7003](#), Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the Central Contractor Registration at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>

(e) WAWF methods of document submission. Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

Cost Voucher

Note: If a “Combo” document type is identified but not supportable by the Contractor’s business systems, an “Invoice” (stand-alone) and “Receiving Report” (stand-alone) document type may be used instead.)

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

N00178

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving

reports in the system.

Routing Data Table*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N00178
Admin DoDAAC	S2101A
Inspect By DoDAAC	Not Applicable
Ship To Code	Not Applicable
Ship From Code	Not Applicable
Mark For Code	Not Applicable
Service Approver (DoDAAC)	N00178
Service Acceptor (DoDAAC)	Not Applicable
Accept at Other DoDAAC	Not Applicable
LPO DoDAAC	Not Applicable
DCAA Auditor DoDAAC	HAA819
Other DoDAAC(s)	Not Applicable

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the e-mail address identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

(g) WAWF point of contact.

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact: Bill Deyo, Contractor, at (540) 653-4705 .

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

HQ G-2-0009 SUPPLEMENTAL INSTRUCTIONS REGARDING ELECTRONIC INVOICING (NAVSEA) (SEP 2012)

(a) The Contractor agrees to segregate costs incurred under this contract/task order (TO), as applicable, at the lowest level of performance, either at the technical instruction (TI), sub line item number (SLIN), or contract line item number (CLIN) level, rather than on a total contract/TO basis, and to submit invoices reflecting costs incurred at that level. Supporting documentation in Wide Area Workflow (WAWF) for invoices shall include summaries of work charged during the period covered as well as overall cumulative summaries by individual labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of other direct costs (ODCs),

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materials, and travel, by TI, SLIN, or CLIN level. For other than firm fixed price subcontractors, subcontractors are also required to provide labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of ODCs, materials, and travel invoiced. Supporting documentation may be encrypted before submission to the prime contractor for WAWF invoice submittal. Subcontractors may email encryption code information directly to the Contracting Officer (CO) and Contracting Officer Representative (COR). Should the subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the CO and COR; or other method as agreed to by the CO.

(b) Contractors submitting payment requests and receiving reports to WAWF using either Electronic Data Interchange (EDI) or Secure File Transfer Protocol (SFTP) shall separately send an email notification to the COR and CO on the same date they submit the invoice in WAWF. No payments shall be due if the contractor does not provide the COR and CO email notification as required herein.

CONSENT TO SUBCONTRACT

For subcontracts and consulting agreements for services, where the prime contractor anticipates that hours delivered will be counted against the hours in the Level of Effort clause in this section, Consent to Subcontract authority is retained by the Procuring Contracting Officer.

The following subcontractors are approved on this Task Order:

<u>Firm</u>	<u>Effective Date</u>
1. Ardent Management Consulting	Award
2. Booz Allen Hamilton	Award
3. Environmental Systems Research Institute (ESRI)	Award

DdI-G40 PAYMENT, SELECTED ITEMS OF COST REIMBURSEMENT CONTRACTS

(a) Travel costs

The contractor shall, to the maximum extent practicable, minimize overall travel costs by taking advantage of discounted airfare rates available thru advance purchase. Charges associated with itinerary changes and cancelations under nonrefundable airline tickets are reimbursable as long as the changes are driven by the work requirement.

(b) Training

The Government will not allow costs, nor reimburse costs associated with the contractor for training employees in an effort to attain and/or maintain minimum personnel qualification requirements of this contract. Other training may be approved on a case-by-case basis by the Contracting Officer. Advance approval is required. Attendance at workshops or symposiums is considered training for purposes of this clause. The contractor is encouraged to suggest a cost-sharing arrangement that addresses registration/tuition, travel and labor costs.

(c) General Purpose Office Equipment (GPOE) and Information Technology (IT)

The cost of acquisition of GPOE and IT shall not be allowable as direct charges to this contract. The contractor is expected to have the necessary CONUS facilities to perform the requirements of

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SECTION H SPECIAL CONTRACT REQUIREMENTS

TASK ORDER LABOR CATEGORY QUALIFICATIONS

To perform the requirements of the PWS, the Government desires Key Personnel with the appropriate experience and professional qualifications. Key Personnel qualification levels are considered to be desired for those individuals whose resumes are submitted for evaluation with the proposal. Resumes for any replacement personnel that are submitted following award shall be equal to or better than the individuals initially proposed as required by the clause entitled Ddl-H11 CHANGES IN KEY PERSONNEL in this Section H. Following award, the qualification levels are considered to be minimums for any growth beyond those individuals initially proposed or in labor categories where no resumes were required for proposal purposes.

(a) Education/Professional Qualifications - includes formal education degrees, honors, publications, professional licenses and certifications and similar evidence of professional accomplishments that directly impact the offerors' qualifications and abilities to perform the order. Additional degrees beyond those indicated for each category may be considered by the Government as additional years of general experience depending on the field of study and the accreditation of the college/university.

(b) Accumulation of qualifying experience - Categories of experience may be accumulated concurrently.

(c) Two groups of Personnel will support this order - Key Personnel and Non-Key Personnel.

(1) Key Personnel are the Personnel whose resumes were submitted with the offeror's proposal for evaluation purposes. Key Personnel qualification levels are considered to be desired for those individuals whose resumes are submitted for evaluation with the proposal. Resumes for any replacement of Key Personnel will be evaluated in accordance with clause H.4 5252.237-9106 Substitution of Personnel below.

(2) Non-Key Personnel are the personnel proposed to provide hours in labor categories that are not identified as Key.

Post Award: Based on the Key Labor Category Desired Qualifications listed below and the PWS, the contractor will elect and manage the workforce supporting this contract. While government approval is required only for the Resumed Key Personnel, the entire workforce will be evaluated based on the contractor's performance of the PWS in accordance with the QASP.

QUALIFICATIONS FOR KEY LABOR CATEGORIES

PROGRAM MANAGER

It is desired that this individual qualify as a Sr. Software Developer, Sr. GIS Engineer, or Sr. Database Analyst with three years project management experience similar in size and technical complexity as this requirement. Experience using earned value metrics (EVM), complying with government reporting requirements, and implementing cost control over complex projects.

SOFTWARE DEVELOPER

SR. SOFTWARE DEVELOPER - Qualifications

1. Experience in the area of web and desktop application development.

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2. Working development knowledge with the following:
 - Microsoft C# .NET for web and desktop development,
 - XAML and Microsoft Silverlight and Windows Presentation Foundation (WPF) libraries,
 - Microsoft Sharepoint libraries, tools, and configuration,
 - Microsoft Windows Communication Foundation (WCF) libraries and XML for web services,
 - Oracle and Microsoft SQL Server Data Access libraries and Programming Patterns for separation of logic, data, and presentation tiers such as Model View Controller (MVC), and
 - ESRI's ArcObjects and ArcGIS Server application programming interfaces (API).
3. Experience in the development of complex software modules, and tracking progress.
4. Experience in software configuration management.
5. Experience developing supporting software documentation such as Concept of Operations, System Requirements Specification, Software Requirements Specification, and User's Manual.
6. Experience in testing web and desktop software using automated test harness development, automated testing toolsets such as Visual Studio Test Suite for performance and load testing.
7. Experience in deploying software to Windows Server environments such as Windows Internet Information Services (IIS).
8. Experience in database design and stored procedure development.

SR. SOFTWARE DEVELOPER – Minimum experience:

1. Seven years experience in a combination of the above qualification areas.
2. Experience using four web development languages or libraries listed above in qualification area #2.
3. Experience in developing and leading development efforts of multiple complex modules. Experience in tracking project progress using software and systems metrics such as automated complexity tools and earned value metrics (EVM).
4. Experience with configuration management tool suites to manage multiple developers working on dependent code modules simultaneously.
5. Experience developing system-level documentation such as Concept of Operations and System Requirements Specifications.
6. Experience in testing web and desktop software using advanced automated testing toolsets such as Visual Studio Test Suite for performance and load testing.
7. Advanced experience in deploying software to Windows Server IIS environment including x.509 certificate authentication and encryption settings.
8. Experience in complex and large scale database design and stored procedure development.

SR. DATABASE ANALYST - Qualifications

1. Experience in the area of database management.

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2. Experience in database administration including installing, configuring, monitoring, and tuning.
3. Experience in database design and architecting of data structures.
4. Experience in development of database stored procedure modules, triggers, and developing advanced queries.
5. Experience in extraction, transformation, and loading (ETL) of data.
6. Experience in software configuration management and experience developing supporting software documentation such as the Database Design Document and Interface Control Document.

SR. DATABASE ANALYST – Minimum experience:

1. At least seven years experience in a combination of the above four areas with Oracle and Microsoft SQL Server, and a working knowledge of ArcSDE.
2. Experience with large complex ETLs, including experience with transformation of data for web service data sharing and consumption.

SR. GIS ENGINEER

SR. GIS Engineer - Qualifications

1. Experience in the area of web and desktop geographical information systems (GIS).
2. Experience in using and installing ESRI desktop GIS software and server software. Administrative experience in configuring ArcGIS Server technology.
3. Understanding of ArcGIS including desktop and server components licensing schemes and configuring licenses for concurrent users, and the process for authorizing and provisioning licenses.
4. Experience in producing cartographic map documents with ESRI's ArcMap, using internet WMS and ArcGIS Services as data sources, and publishing map services to ArcGIS Server.
5. Experience in 3d modeling with ArcGlobe and supporting tools to generate 3d graphics to develop 3d map products such as line-of-site, view-shed, and flood plain analysis.
6. Experience in data processing based on geographical standards. Experience in data loading using ArcCatalog and ArcSDE.
7. Experience in advanced geospatial analysis such as extract, proximity, overlay, statistical analysis. Experience with ESRI's Model Builder and Python scripting languages to generate geospatial data processes.

SR. GIS ENGINEER – Minimum experience:

1. Six years experience in a combination of at least five of the above qualification areas.
2. Building, managing, and maintaining large-scale geospatial data holdings.

QUALIFICATIONS FOR NONKEY LABOR CATEGORIES

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SOFTWARE DEVELOPER

SOFTWARE DEVELOPER - Qualifications

1. Experience in the area of web and desktop application development.
2. Working development knowledge with the following:
 - Microsoft C# .NET for web and desktop development,
 - XAML and Microsoft Silverlight and Windows Presentation Foundation (WPF) libraries,
 - Microsoft Sharepoint libraries, tools, and configuration,
 - Microsoft Windows Communication Foundation (WCF) libraries and XML for web services,
 - Oracle and Microsoft SQL Server Data Access libraries and Programming Patterns for separation of logic, data, and presentation tiers such as Model View Controller (MVC), and
 - ESRI's ArcObjects and ArcGIS Server application programming interfaces (API).
3. Experience in the development of complex software modules, and tracking progress.
4. Experience in software configuration management.
5. Experience developing supporting software documentation such as Concept of Operations, System Requirements Specification, Software Requirements Specification, and User's Manual.
6. Experience in testing web and desktop software using automated test harness development, automated testing toolsets such as Visual Studio Test Suite for performance and load testing.
7. Experience in deploying software to Windows Server environments such as Windows Internet Information Services (IIS).
8. Experience in database design and stored procedure development.

SOFTWARE DEVELOPER – Minimum experience:

1. Three years experience in a combination of the above qualification areas.
2. Experience using three development language or libraries listed above in qualification area #2.
3. Experience in developing efforts with at least one single complex module. Experience in weekly written and verbal reporting of progress and project status to project and program manager.
4. Configuration Management experience with performing check-in/check-out functions.
5. Experience developing component-level documentation such as Software Requirements Specifications and User's Manuals.
6. Experience in testing web software using automated test harness development.
7. Experience in configuring local computer environment's web server such as IIS to perform development duties.
8. Experience in database design and stored procedure development.

GIS ENGINEER

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GIS Engineer - Qualifications

1. Experience in the area of web and desktop geographical information systems (GIS).
2. Experience in using and installing ESRI desktop GIS software and server software. Administrative experience in configuring ArcGIS Server technology.
3. Understanding of ArcGIS including desktop and server components licensing schemes and configuring licenses for concurrent users, and the process for authorizing and provisioning licenses.
4. Experience in producing cartographic map documents with ESRI's ArcMap, using internet WMS and ArcGIS Services as data sources, and publishing map services to ArcGIS Server.
5. Experience in 3d modeling with ArcGlobe and supporting tools to generate 3d graphics to develop 3d map products such as line-of-site, view-shed, and flood plain analysis.
6. Experience in data processing based on geographical standards. Experience in data loading using ArcCatalog and ArcSDE.
7. Experience in advanced geospatial analysis such as extract, proximity, overlay, statistical analysis. Experience with ESRI's Model Builder and Python scripting languages to generate geospatial data processes.

GIS ENGINEER – Minimum experience:

1. Three years experience in a combination of at least three of the above qualification areas.
2. Experience in weekly written and verbal reporting of progress and project status to project and program manager.

DATABASE ANALYST – Qualifications

1. Experience in the area of database management.
2. Experience in database administration including installing, configuring, monitoring, and tuning.
3. Experience in database design and architecting of data structures.
4. Experience in development of database stored procedure modules, triggers, and developing advanced queries.
5. Experience in extraction, transformation, and loading (ETL) of data.
6. Experience in software configuration management and experience developing supporting software documentation such as the Database Design Document and Interface Control Document.

DATABASE ANALYST – Minimum experience:

1. At least three years experience in a combination of the above three areas with Oracle or Microsoft SQL Server.
2. Experience in weekly written and verbal reporting of progress and project status to project and program manager.

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Additional Information

Accumulation of Qualifying Experience – Experience may be accumulated concurrently. All experience must be clearly supported by the resume or it will be discounted during the evaluation.

Professional Certifications and Development - Professional development includes honors, degrees, publications, professional licenses, accreditations, and certifications that directly impact the offerors ability to perform the contract. Retention of these credentials, as required to maintain accreditation, throughout the duration of the contract is the responsibility of the contractor. The years of experience listed above are in addition to appropriate professional development. It is incumbent upon the offeror to demonstrate that the proposed personnel have the necessary credentials and accreditations to perform the work.

RESUME FORMAT AND CONTENT REQUIREMENTS

RESUME FORMAT AND CONTENT: In order to facilitate evaluation, all resumes shall be provided in the following format:

Complete Name

Task Order Labor Category / Contractor Labor Category

Percentage of time to be allocated to this effort

Current security clearance level per JPAS (identify if interim or final)

Current work location and planned work location upon award of this Task Order

Note if the individual is key on another contract with a period of performance that will overlap this requirement. Note plans to satisfy both contracts if the Offeror is selected for award.

(a) EDUCATION/PROFESSIONAL DEVELOPMENT – Show any degrees, honors, publications, professional licenses, specialized certifications and other evidence of professional accomplishments that are directly relevant and will impact the offeror’s qualifications to perform under the Task Order. For education and training, the following format is preferred:

Academic: Degree(s); Date(s); Institution; Major/Minor

Non-Academic: Course title, date(s), approximate length

Professional licenses and specialized certifications. (Note the date obtained for each, as well as the date when each license/certification requires renewal).

Chronological Work History / Experience – Show experience and date(s) as follows:

(b) Employer: Dates (month/year); Title(s) held

(c) Work experience shall be presented separately for each employer, clearly marked with proper category of experience (i.e, Relevant Experience; Non-Relevant Experience.). If relevant and non-relevant experience were obtained while at the same employer, separate time periods shall be noted for each assignment. (This is necessary to prevent an offeror from describing relevant experience obtained in a six month assignment for Company A as applicable to the entire 10-year employment with that firm and to ensure offerors' proposals are evaluated on an equal basis).

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Responsibilities shall be discussed in sufficient detail for each assignment so as to permit comparison with desired experience levels in Section H. Specific examples of work assignments, accomplishments, and products shall be provided.

(d) Phrases such as "assisted with", "participated in", or "supported" are UNACCEPTABLE except as introductory to a detailed description of the actual work performed. If no such description is provided, the sentence or bulleted information will NOT be considered in the resume evaluation process. This is because evaluators would not be able to identify the specific technical work contributions made by the individual.

(e) Resume information is encouraged to be presented in bullet format. This will allow evaluators to focus on relevant information.

(f) Offerors shall note that the lack of specific definition in job responsibilities, services performed or products produced may be viewed as a lack of understanding of the Government's overall technical requirements.

(g) All relevant military experience claimed shall be described such that each relevant tour is treated as a separate employer. Time frames/titles/responsibilities shall be provided in accordance with the level of detail prescribed above. Military experience not documented in this manner will not be considered.

(h) Gaps in experience shall be avoided.

(i) The cut-off date for any experience claimed shall be the closing date of the solicitation.

(j) Certification of correctness of information signed and dated by both the person named and the Offeror. The employee certification shall include the following statement: CERTIFICATION: "I certify that the experience and professional development described herein are complete and accurate in all respects. I consent to the disclosure of my resume for NSWCCD Solicitation N00024-12-R-3182 by _____ and _____ and intend to make myself available to work under any resultant contract to the extent proposed."

Employee Signature and Date

Offeror Signature and Date

Resumes without this certification will be unacceptable and will not be considered. The employee certification shall not be dated earlier than the issue date of this solicitation.

(k) If the employee is not a current employee of the offeror (or a proposed subcontractor), a copy of the accepted offer letter shall be provided. The letter shall identify the projected start date. The Cost Proposal shall include documentation that identifies the agreed-to salary amount.

DdI-H11 CHANGES IN KEY PERSONNEL

(a) The Contractor agrees that a partial basis for award of this contract is the list of key personnel proposed. Accordingly, the Contractor agrees to assign to this contract those key persons whose resumes were submitted with the proposal necessary to fulfill the requirements of the contract. No substitution shall be made without prior notification to and concurrence of the Contracting Officer in accordance with this

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requirement.

(b) The contractor agrees that during the first 90 days of the period of performance no key personnel substitutions will be permitted unless such substitutions are necessitated by an individual's sudden illness, death, or termination of employment. All proposed substitutions shall have qualifications equal to or higher than the qualifications of the person to be replaced. The Contracting Officer shall be notified in writing of any proposed substitution at least forty five (45) days, or ninety (90) days if a security clearance is to be obtained, in advance of the proposed substitution. Such notification shall include:

- (1) An explanation of the circumstances necessitating the substitution;
- (2) A complete resume of the proposed substitute;
- (3) The hourly rates of the incumbent and the proposed substitute;
- (4) A chart summarizing the years of experience and professional development for the individuals involved in the substitution; and
- (5) Any other information requested by the Contracting Officer to enable him/her to judge whether or not the Contractor is maintaining the same high quality of personnel that provided the partial basis for award.

(c) The Contracting Officer shall also receive written notification if no substitution is being requested. This notification shall include (1) the name of the initial person proposed; and (2) the reasons why the individual is not being made available to perform under the task order to the extent proposed.

(d) In the event a requirement to increase the specified level of effort for a designated labor category, but not the overall level of effort of the contract, occurs, the Contractor shall submit to the Contracting Officer a written request for approval to add personnel to the designated labor category. The same information as specified in paragraph (b) above is to be submitted with the request.

(e) The Contracting Officer shall evaluate requests for changes in personnel and promptly notify the Contractor, in writing, whether the request is approved or disapproved.

Ddl-H13 POST AWARD CONTRACTOR PERSONNEL APPROVAL

(a) Requests for post award approval of additional and/or replacement personnel shall be submitted via e-mail. E-mail submissions shall be made simultaneously to the Contract Specialist and the COR, and the Alternate COR. Electronic notification via e-mail from the Contract Specialist will serve as written approval/disapproval on behalf of the Contracting Officer. This approval is required before an individual may begin charging to the Task Order.

(b) It is desired that resumes be submitted in the format required below. However, in order to expedite contract administration, contractor format may be used providing sufficient information is submitted for an independent comparison of the individual's qualifications with labor category requirements.

(c) If the employee is not a current employee of the contractor (or a subcontractor), a copy of the accepted offer letter (which identifies a projected start date and the agreed to annual salary) shall be provided.

NAVSEA 5252.242-9115 TECHNICAL INSTRUCTIONS (APR 1999)

(a) Performance of the work hereunder shall be subject to written technical instructions issued electronically by the Contract Specialist on behalf of the Contracting Officer. As used herein, technical

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instructions are defined to include the following:

(1) Directions to the Contractor which suggest pursuit of certain lines of inquiry, shift work emphasis, fill in details or otherwise serve to accomplish the contractual SOW.

(2) Guidelines to the Contractor which assist in the interpretation of drawings, specifications or technical portions of work description.

(b) Technical instructions must be within the general scope of work stated in the order. Technical instructions may not be used to: (1) assign additional work under the order; (2) direct a change as defined in the "CHANGES" clause of the basic contract; (3) increase or decrease the estimated order amount (including fee), as applicable, the level of effort, or the time required for task order performance; or (4) change any of the terms, conditions or specifications of the order.

(c) If, in the opinion of the Contractor, any technical instruction calls for effort outside the scope of the order or is inconsistent with this requirement, the Contractor shall notify the Contracting Officer in writing within ten (10) working days after the receipt of any such instruction. The Contractor shall not proceed with the work affected by the technical instruction unless and until the Contractor is notified by the Contracting Officer that the technical instruction is within the scope of this order.

(d) Nothing in the foregoing paragraph shall be construed to excuse the Contractor from performing that portion of the contractual work statement which is not affected by the disputed technical instruction.

Additional Information Relating to the Issuance of Technical Instructions:

Following approval of a Technical Instruction (TI) by the Contracting Officer and Acknowledgement of Receipt by the Contractor, the TI will be incorporated into the task order by administrative modification.

FUNDING PROFILE

It is estimated that these incremental funds will provide for the number of hours of labor stated below. The following details funding to date:

CLIN	TOTAL CPFF	Funds This Action	Previous Funding	TOTAL Funded Amount	Balance UNFUNDED	Funded Labor Hours
████	████	██	████████████████	████████████████	████████	██████
████	████	██	██	██	████████	██
BASE PERIOD						
TOTAL		██	████████████████	████████████████	████████	██████

CLIN	TOTAL CPFF	Funds This Action	Previous Funding	TOTAL Funded Amount	Balance UNFUNDED	Funded Labor Hours
████	██	██	██	██	████████	██
████	██	██	██	██	████████	
████	████████████	██	████████	████████	████████	██████
████	████████	██	██████	██████	████████	

Option 01						
TOTAL						
CLIN	TOTAL CPFF	Funds This Action	Previous Funding	TOTAL Funded Amount	Balance UNFUNDED	Funded Labor Hours
Option 02						
TOTAL						

NAVSEA 5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)

(a) This contract is incrementally funded with respect to both cost and fee. The amount(s) presently available and allotted to this contract for payment of fee for incrementally funded contract line item number/contract subline item number (CLIN/SLIN), subject to the clause entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE" (FAR 52.216-10), as appropriate, is specified below. The amount(s) presently available and allotted to this contract for payment of cost for incrementally funded CLINs/SLINs is set forth below. As provided in the clause of this contract entitled "LIMITATION OF FUNDS" (FAR 52.232-22), the CLINs/SLINs covered thereby, and the period of performance for which it is estimated the allotted amount(s) will cover are as follows:

	Performance Period	Allotted to Cost	Allotted to Fee	Total	Estimated Period Funded
BASE PERIOD*					
OPTION PERIOD 1					
	Performance Period	Allotted to Cost	Allotted to Fee	Total	Estimated Period Funded
Option 1					
OPTION PERIOD 2					
	Performance Period	Allotted to Cost	Allotted to Fee	Total	Estimated Period Funded
Option 2					

(b) The parties contemplate that the Government will allot additional amounts to this contract from time to time for the incrementally funded CLINs/SLINs by unilateral contract modification, and any such modification shall state separately the amount(s) allotted for cost, the amount(s) allotted for fee, the CLINs/SLINs covered thereby, and the period of performance which the amount(s) are expected to

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cover.

(c) CLINs/SLINs N/A are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20).

(d) The Contractor shall segregate costs for the performance of incrementally funded CLINs/SLINs from the costs of performance of fully funded CLINs/SLINs.

5252.216-9122 LEVEL OF EFFORT – ALTERNATE 1 (MAY 2010)

(a) The Contractor agrees to provide the total level of effort specified below in performance of the work described in Sections B and C of this task order. The total level of effort for the performance of this task order shall be man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.

	Total Labor Hours	Compensated	Uncompensated
Base Period (CLIN 4000)	██████	██████	0
Option 1 (CLIN 7100)	██████	██████	0
Option 2 (CLIN 7200)	██████	██████	0

(b) Of the total man-hours of direct labor set forth above, it is estimated that 0 man-hours are uncompensated effort. Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. Total Times Accounting (TTA) efforts are included in this definition. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as (local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations (except as provided in paragraph (i) below), or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.

(d) The level of effort for this contract shall be expended at an average rate of approximately ██████ hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man-hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed

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level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

(f) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man-hours of effort specified in paragraph (a) above would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.

(g) The Contractor shall provide and maintain an accounting system, acceptable to the Administrative Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.

(h) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds. All submissions shall include subcontractor information.

(i) Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan.

(j) Notwithstanding any of the provisions in the above paragraphs and subject to the LIMITATION OF FUNDS or LIMITATION OF COST clauses, as applicable, the period of performance may be

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extended and the estimated cost may be increased in order to permit the Contractor to provide all of the man-hours listed in paragraph (a) above. The contractor shall continue to be paid fee for each man-hour performed in accordance with the terms of the contract.

SAVINGS INITIATIVES

The following cost savings initiatives are required under this Task Order.

Annual Labor Escalation: [REDACTED]

Maximum Pass-Thru Rate: [REDACTED]

Fixed Fee: [REDACTED] on prime labor costs only; no fee on subcontracted labor

Other: N/A

The above maximum rates are applicable to the prime contractor. If subcontracting is proposed, the prime contractor shall restrict subcontractor's fixed fees to the lower of the prime contractor's fee under this order. The purpose of this is the Government's desire to avoid having it be more financially lucrative for a firm to be a subcontractor rather than a prime contractor under SeaPort-e. The prime contractor shall also implement this under Time and Materials subcontracts. Subcontractors may not earn fee on ODCs and can only earn fee below the prime's rate.

The Government also strongly encourages the prime contractor to eliminate "double pass-thru" costs by (1) avoiding second tier subcontractors/consultants during performance and (2) where this situation is unavoidable, limiting subcontractor pass-thru costs to the lower of (i) the prime contractor's pass-thru rate under this order or (ii) the subcontractor's SeaPort-e pass-thru rate where the subcontractor is also a prime contractor under SeaPort-e.

NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS

For the purpose of FAR clauses 52.219-6, NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE, 52.219-3, NOTICE OF TOTAL HUBZONE SET-ASIDE, 52.219-18, NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) CONCERNS, and 52.219-27 NOTICE OF TOTAL SERVICE-DISABLES VETERAN-OWNED SMALL BUSINESS SET-ASIDE, the determination of whether a small business concern is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in this solicitation, and further, meets the definition of a HUBZone small business concern, a small business concern certified by the SBA for participation in the SBA's 8(a) program, or a service disabled veteran-owned small business concern, as applicable, shall be based on the status of said concern at the time of award of the SeaPort-e MACs and as further determined in accordance with Special Contract Requirement H-19 of the basic contract.

52.219-6 NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE (JUNE 2003)

(a) Definition. "Small business concern" as used in this clause, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in

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this solicitation.

(b) General.

(1) Offers are solicited only from small business concerns. Offers received from concerns that are not small business concerns shall be considered nonresponsive and will be rejected.

(2) Any award resulting from this solicitation will be made to a small business concern.

(c) Agreement. A small business concern submitting an offer in its own name shall furnish, in performing the contract, only end items manufactured or produced by small business concerns in the United States or its outlying areas. If this procurement is processed under simplified acquisition procedures and the total amount of this contract does not exceed [REDACTED], a small business concern may furnish the product of any domestic firm. This paragraph does not apply to construction or service contracts.

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SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

52.203-16	Preventing Conflict of Interest (Dec 2011)
52.204-9	Personal Identity Verification of Contractor Personnel (Jan 2011)
52.223-18	Encouraging Contractor Policies to Ban Text Messaging While Driving (Aug 2011)
52.224-1	Privacy Act Notification (Apr 1984)
252.227-7020	Rights in Special Works (Jun 1995)
52.224-2	Privacy Act (Apr 1984)

CLAUSES INCORPORATED BY FULL TEXT:

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000) (NAVSEA VARIATION) (SEP 2009)

(a) The Government may extend the term of this contract by written notice(s) to the Contractor within the periods specified below. If more than one option exists the Government has the right to unilaterally exercise any such option whether or not it has exercised other options.

ITEM(s)	Latest Option Exercise Date
4100, 6100	Within first 12 months of Task Order performance
7000, 9000	After the first 12 months of Task Order performance and no later than 24 months after Task Order performance begins
Not Used	
Not Used	

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any option(s) under this clause, shall not **exceed three (3) years**, however, in accordance with paragraph (g) of the requirement of this contract entitled "LEVEL OF EFFORT" (NAVSEA 5252.216-9122), if the total manhours delineated in paragraph (a) of the LEVEL OF EFFORT requirement, have not been expended within the period specified above, the Government may require the Contractor to continue to perform the work until the total number of manhours specified in paragraph (a) of the aforementioned requirement have been expended.

52.217-9 OPTION TO EXTEND THE TERM OF THE TASK ORDER (MAR 2000)

(a) The Government may extend the term of this delivery order by written notice to the Contractor within the time periods specified in Section B, provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. This preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

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252.204-7000 DISCLOSURE OF INFORMATION (DEC 1991)

(a) The Contractor shall not release to anyone outside the Contractor's organization any unclassified information, regardless of medium (e.g., film, tape, document), pertaining to any part of this contract or any program related to this contract, unless—

- (1) The Contracting Officer has given prior written approval; or
- (2) The information is otherwise in the public domain before the date of release.

(b) Requests for approval shall identify the specific information to be released, the medium to be used, and the purpose for the release. The Contractor shall submit its request to the Contracting Officer at least 45 days before the proposed date for release.

(c) The Contractor agrees to include a similar requirement in each subcontract under this contract. Subcontractors shall submit requests for authorization to release through the prime contractor to the Contracting Officer.

252.204-7008 Export-Controlled Items (APR 2010)

(a) *Definition.* "Export-controlled items," as used in this clause, means items subject to the Export Administration Regulations (EAR) (15 CFR Parts 730-774) or the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130). The term includes:

(1) "Defense items," defined in the Arms Export Control Act, 22 U.S.C. 2778(j)(4)(A), as defense articles, defense services, and related technical data, and further defined in the ITAR, 22 CFR Part 120.

(2) "Items," defined in the EAR as "commodities", "software", and "technology," terms that are also defined in the EAR, 15 CFR 772.1.

(b) The Contractor shall comply with all applicable laws and regulations regarding export-controlled items, including, but not limited to, the requirement for contractors to register with the Department of State in accordance with the ITAR. The Contractor shall consult with the Department of State regarding any questions relating to compliance with the ITAR and shall consult with the Department of Commerce regarding any questions relating to compliance with the EAR.

(c) The Contractor's responsibility to comply with all applicable laws and regulations regarding export-controlled items exists independent of, and is not established or limited by, the information provided by this clause.

(d) Nothing in the terms of this contract adds, changes, supersedes, or waives any of the requirements of applicable Federal laws, Executive orders, and regulations, including but not limited to—

- (1) The Export Administration Act of 1979, as amended (50 U.S.C. App. 2401, *et seq.*);
- (2) The Arms Export Control Act (22 U.S.C. 2751, *et seq.*);
- (3) The International Emergency Economic Powers Act (50 U.S.C. 1701, *et seq.*);
- (4) The Export Administration Regulations (15 CFR Parts 730-774);
- (5) The International Traffic in Arms Regulations (22 CFR Parts 120-130);

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and

(6) Executive Order 13222, as extended;

(e) The Contractor shall include the substance of this clause, including this paragraph (e), in all subcontracts.

52.243-7 NOTIFICATION OF CHANGES (APR 1984)

(a) *Definitions*:"contracting officer," as used in this clause, does not include any representative of the contracting officer.

"Specifically Authorized Representative (SAR)," as used in this clause, means any person the contracting officer has so designated by written notice (a copy of which shall be provided to the contractor) which shall refer to this paragraph and shall be issued to the designated representative before the sar exercises such authority.

(b) *Notice*. The primary purpose of this clause is to obtain prompt reporting of government conduct that the contractor considers to constitute a change to this contract. Except for changes identified as such in writing and signed by the contracting officer, the contractor shall notify the administrative contracting officer in writing promptly, within 10 calendar days from the date that the contractor identifies any government conduct (including actions, inactions, and written or oral communications) that the contractor regards as a change to the contract terms and conditions. On the basis of the most accurate information available to the contractor, the notice shall state—

(1) the date, nature, and circumstances of the conduct regarded as a change;

(2) The name, function, and activity of each government individual and contractor official or employee involved in or knowledgeable about such conduct;

(3) The identification of any documents and the substance of any oral communication involved in such conduct;

(4) In the instance of alleged acceleration of scheduled performance or delivery, the basis upon which it arose;

(5) The particular elements of contract performance for which the contractor may seek an equitable adjustment under this clause, including—

(i) What contract line items have been or may be affected by the alleged change;

(ii) What labor or materials or both have been or may be added, deleted, or wasted by the alleged change;

(III) TO THE EXTENT PRACTICABLE, WHAT DELAY AND DISRUPTION IN THE MANNER AND SEQUENCE OF PERFORMANCE AND EFFECT ON CONTINUED PERFORMANCE HAVE BEEN OR MAY BE CAUSED BY THE ALLEGED CHANGE;

(iv) What adjustments to contract cost, delivery schedule, and other provisions affected by the alleged change are estimated; and

(6) The contractor's estimate of the time by which the government must respond to the contractor's notice to minimize cost, delay or disruption of performance.

(c) *Continued performance*. Following submission of the notice required by paragraph (b) of this clause,

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the contractor shall diligently continue performance of this contract to the maximum extent possible in accordance with its terms and conditions as construed by the contractor, unless the notice reports a direction of the contracting officer or a communication from a sar of the contracting officer, in either of which events the contractor shall continue performance; provided, however, that if the contractor regards the direction or communication as a change as described in paragraph (b) of this clause, notice shall be given in the manner provided. All directions, communications, interpretations, orders and similar actions of the sar shall be reduced to writing promptly and copies furnished to the contractor and to the contracting officer. The contracting officer shall promptly countermand any action which exceeds the authority of the sar.

(d) *Government response.* The contracting officer shall promptly, within 10 calendar days after receipt of notice, respond to the notice in writing. In responding, the contracting officer shall either—

(1) Confirm that the conduct of which the contractor gave notice constitutes a change and when necessary direct the mode of further performance;

(2) Countermand any communication regarded as a change;

(3) Deny that the conduct of which the contractor gave notice constitutes a change and when necessary direct the mode of further performance; or

(4) In the event the contractor's notice information is inadequate to make a decision under paragraphs (d)(1), (2), or (3) of this clause, advise the contractor what additional information is required, and establish the date by which it should be furnished and the date thereafter by which the government will respond.

(e) *Equitable adjustments.*

(1) If the contracting officer confirms that government conduct effected a change as alleged by the contractor, and the conduct causes an increase or decrease in the contractor's cost of, or the time required for, performance of any part of the work under this contract, whether changed or not changed by such conduct, an equitable adjustment shall be made—

(I) in the contract cost or delivery schedule or both; and

II) in such other provisions of the contract as may be affected.

(2) The contract shall be modified in writing accordingly. In the case of drawings, designs or specifications which are defective and for which the government is responsible, the equitable adjustment shall include the cost and time extension for delay reasonably incurred by the contractor in attempting to comply with the defective drawings, designs or specifications before the contractor identified, or reasonably should have identified, such defect. When the cost of property made obsolete or excess as a result of a change confirmed by the contracting officer under this clause is included in the equitable adjustment, the contracting officer shall have the right to prescribe the manner of disposition of the property. The equitable adjustment shall not include increased costs or time extensions for delay resulting from the contractor's failure to provide notice or to continue performance as provided, respectively, in paragraphs (b) and (c) of this clause.

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SECTION J LIST OF ATTACHMENTS

Exhibit A - Contract Data Requirements List

- J.1 - DD254 Contract Security Classification Specification
- J.2 - COR Appointment Letter
- J.3 - Technical Instruction 01
- J.4 - Technical Instruction 02
- J.5 - Technical Instruction 03
- J.6 - Technical Instruction 04
- J.7 - Technical Instruction 05
- J.8 - Technical Instruction 06
- J.9 - Technical Instruction 07 Rev 01
- J.10 - Technical Instruction 09
- J.11 - Technical Instruction 08

DISTRIBUTION

File: FSC B541

EDA: DFAS South Entitlement

DCMA: Manassas (S2404A)

DCAA: Hampton Roads

Contractor: [REDACTED]

COR: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]