

**DELIVERY ORDER**

**FINAL**

1. CONTRACT NO. N00178-04-D-4119	2. DELIVERY ORDER NO. NQ0103	3. EFFECTIVE DATE ORIG 08/31/2007 MOD 04/01/2008	4. PURCHASE REQUEST NO. N00604-08-MR-65436
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5. ISSUED BY FISC Pearl Harbor, Contracting BLDG. 475-2, Code 200 1942 Gaffney Street, Suite 100 Pearl Harbor HI 96860-4549 margaret.becker@navy.mil 808-473-7577	CODE N00604	6. ADMINISTERED BY DCMA SOUTHERN VIRGINIA 190 BERNARD ROAD, BLDG 117 FORT MONROE VA 23651	CODE S5111A
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7. CONTRACTOR AMSEC LLC 2829 Guardian Lane Virginia Beach VA 23452	CODE 1LT84	FACILITY	8. DELIVERY DATE See Section F
			9. CLOSING DATE/TIME  (hours local time – Block 5 issuing office)
			SET ASIDE TYPE
			10. MAIL INVOICES TO See Section G

11. SHIP TO See Section D	12. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43213	CODE HQ0338
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13. TYPE OF ORDER	D	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract.
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ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

AMSEC LLC



NAME OF CONTRACTOR      SIGNATURE      TYPED NAME AND TITLE      DATE SIGNED

14. ACCOUNTING AND APPROPRIATION DATA  
See Section G

15. ITEM NO.	16. SCHEDULE OF SUPPLIES/SERVICES	17. QUANTITY ORDERED/ACCEPTED*	18. UNIT	19. UNIT PRICE	20. AMOUNT
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See the Following Pages

*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.	21. UNITED STATES OF AMERICA By: Paula Reinhard	04/01/2008 CONTRACTING/ORDERING OFFICER	22. TOTAL \$3,645,539.00
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SECTION	DESCRIPTION	SECTION	DESCRIPTION
B	SUPPLIES OR SERVICES AND PRICES/COSTS	H	SPECIAL CONTRACT REQUIREMENTS
C	DESCRIPTION/SPECS/WORK STATEMENT	I	CONTRACT CLAUSES
D	PACKAGING AND MARKING	J	LIST OF ATTACHMENTS
E	INSPECTION AND ACCEPTANCE		
F	DELIVERIES OR PERFORMANCE		
G	CONTRACT ADMINISTRATION DATA		

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## GENERAL INFORMATION

The purpose of this modification is to change the invoicing instructions in Section G from "Submit Invoices" to Local Clause NBZ040 INVOICING INSTRUCTIONS AND PAYMENT FOR SERVICES which identifies the Wide Area Work flow invoicing instructions. All other terms and conditions remain unchanged. A conformed copy of this Task Order is attached to this modification for information purposes only.

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

**SECTION B SUPPLIES OR SERVICES AND PRICES**

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Supplies/Services	Qty	Unit	Unit Price	Total Price
2001	Counterterrorism Analysis Services in accordance with the Performance Work Statement. (O&MN,N)	12.0	LM	██████████	██████████
200101	AA COST CODE: 6529971RQ27Q				
200102	AB COST CODE: T30000000006850				
2002	Counterterrorism Analysis Services in accordance with the Performance Work Statement. (O&MN,N) Option	12.0	LM	██████████	██████████
2011	Northeast Asia Analysis Services in accordance with the Performance Work Statement. (O&MN,N)	12.0	LM	██████████	██████████
2012	Northeast Asia Analysis Services in accordance with the Performance Work Statement. (O&MN,N) Option	12.0	LM	██████████	██████████

For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
3001	Other Direct Costs and Travel for the Counterterrorism Analysis Services. Non-fee bearing. G&A only (O&MN,N)	1.0	Lot	██████████

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- 3002 Other Direct 1.0 Lot [REDACTED]  
Costs and Travel  
for  
Counterterrorism  
Analysis  
Services.  
Non-fee bearing.  
G&A only (O&MN,N)  
Option
- 3011 Other Direct 1.0 Lot [REDACTED]  
Costs and Travel  
for Northeast  
Asia Analysis  
Services.  
Non-fee bearing.  
G&A only (O&MN,N)
- 3012 Other Direct 1.0 Lot [REDACTED]  
Costs and Travel  
for Northeast  
Asia Analysis  
Services.  
Non-fee bearing.  
G&A only (O&MN,N)  
Option

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## **SECTION C DESCRIPTIONS AND SPECIFICATIONS**

### **1. INTRODUCTION**

The PACOM Joint Intelligence Operations Center (PACOM JIOC) provides direct intelligence services for all forces assigned to the Commander United States Pacific Command (CDR USPACOM). JIOC is acquiring Counterterrorism (CT) and Northeast Analysis services for Combating Terrorism and the China Division within it's command. PACOM JIOC must produce current and long-term assessments in services of the USPACOM/Components for theater engagement activities as well as contingency and deliberate planning. The contractor shall perform Counter Terrorism and Northeast Asia Analysis and aid in the coordination and planning of intelligence collection operations with other U.S. agencies and entities in the Area of Responsibility (AOR). The AOR countries include; Australia, Bangladesh, Bhutan, Brunei, Burma, Cambodia, China, Comoros, Fiji, French Polynesia, East Timor, India, Indonesia, Japan, Kiribati, Laos, Madagascar, Malaysia, Maldives, Marshall Islands, Mauritius, Micronesia, Mongolia, Nauru, New Caledonia, New Zealand, Niue, North Korea, Nepal, Palau, Papua New Guinea, Philippines, Singapore, Spratly Islands, Taiwan, Thailand, Vietnam, Reunion Islands, Russia, Samoa, Solomon Islands, South Korea, Sri Lanka, Tokelau, Tonga, Tuvalu, and Vanuatu, as well as transnational issues.

### **2. BACKGROUND**

PACOM JIOC at Pearl Harbor, Hawaii provides direct intelligence support for all military forces assigned to the Commander, United States Pacific Command (CDRUSPACOM). As USPACOM's center for intelligence support, PACOM JIOC provides 24-hour, all-source, global intelligence to the Commander, the Commander's staff, component commanders, and operators. PACOM JIOC provides operational intelligence for both maritime and overland operations.

PACOM JIOC must maintain readiness across an AOR consisting of 52% of the world's surface. The ability to rapidly provide direct intelligence services across limited physical and cyber infrastructures in involving vast distances and to service operations in geographically dispersed locations is critical to both the peacetime and wartime operations.

To accomplish this mission, PACOM JIOC defines and achieves specific technical and programmatic end-states; produces tailored intelligence products; and, sets clearly-defined intelligence analysis, collection goals and provides training to ensure readiness of its working force.

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### **3.0 SCOPE**

The objective of this task order is to obtain a full range of CT and Northeast Asia analysis services to include development of intelligence requirements, recommendations for analytical priorities, analysis of all-source information and preparation of finished intelligence products addressing transnational and international terrorism -related activities for the Combating Terrorism Division (CT-D) and China Division in JIOC.

**4.0 PERFORMANCE REQUIREMENTS:** The contractor's requirements are summarized into performance objectives that relate directly to mission essential items. The performance standard briefly describes the minimum acceptable levels of service required for each requirement. These standards are critical to mission success, and must be achieved by the service provider.

**4.1 Counterterrorism Analysis Services (O&M):** The contractor shall provide services in the work areas listed below:

**4.1.1** The contractor shall provide analysis services for the continuing development, data input and retrieval, and production of analytical products from the Combined Theater-Analyst Vetted Relationally Structured (CT-AVRS) Terrorism Database. The terrorism analytical task shall also include: production of terrorism warning reports and supporting analysis; conducting intelligence support for counterterrorism (CT) operations; developing detailed analyses and intelligence situational awareness for the USPACOM Commander and his staff; and providing intelligence services to USPACOM planning efforts. Analytical services shall also include activities such as: attendance at meetings, conferences, and seminars pertaining to terrorism; review of analysis of raw data and finished products relating to terrorism; developing Campaign Analysis Products and Target Information Packages supporting CT operations; providing appropriate input to finished USPACOM intelligence products; preparation and presentation of briefings relating to terrorism analysis; and analytical exchanges with counterparts from external activities involved in terrorism analysis or related fields. Travel within, and to a lesser extent outside, the USPACOM AOR is expected. The contractor shall provide notes of meetings, conferences, and seminars he/she attended, and document activities in a monthly report delivered to the JIOC Combating Terrorism Division Chief or Contracting Officer's Technical Representative (COTR) for this task.

#### **4.1.2 Factors**

Within the CT effort, three levels of effort will exist. All require two basic terrorism analysis and database functions commensurate with their level. Contractors will monitor current intelligence regarding specified terrorism entities. All will generate intelligence products for use by tactical operators and planners during mission-planning cycle. They will also interface with terrorism analysts from other

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government and intelligence organizations. They perform a variety of activities in one or more of the following and/or related areas: maintain the database on specified targets of intelligence; process current and historical data collected; make requests for

information to internal and external agencies as needed for mission planning; provide source-directed requirements to guide exploitations or accompany exploitation missions. Contractors act as terrorism subject matter experts regarding their specialty. Further, they will specifically provide services to USPACOM's counterterrorism

analysis database effort. Contractors will provide input and maintain a counterterrorism database through the use of database and link and nodal analysis software. Analysts will maintain a particular structured database used by the Command. This effort will also support requests for information. Ongoing data entry, message tagging, and manipulation of the data will be required.

The following are the levels of analytical capability and target percentage of total analytical force required to adequately full-fill JIOC's CT AVRS efforts:

**4.1.2.1 Level I Effort (70%)** - This effort includes, but is not limited to, a

basic knowledge of the terrorist threat to US national security, general

knowledge of the US counterterrorism community, the principles of data

tagging and retrieval; and evaluating information and sources for accuracy, validity, credibility and relevance. The contractor is required to perform the following tasks:

- Populate and exploit the Combined Theater Analyst Vetted

Relational Structured (CT-AVRS) database including an initial training

period regarding basic data entry and retrieval functions, basic link

chart, timeline and dossier production as well as message traffic creation.

- Data entry at the same workstation for sustained periods of time.

- Retrieve records and perform basic analytical functions from the database.

- Establish and maintain a knowledge base for a terrorist network or individual; reconcile conflicts and address shortfalls

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**4.1.2.2** Level II Effort (20%) - This effort includes, but it not limited to, a detailed understanding of Level I core skills and tasks. The contractor is required to perform the following tasks:

- Conduct effective research on terrorism networks
- Perform quality control on the database, suggest merge entity operations, make database corrections, produce complex link charts
- Assist with the development and maintenance of data entry standards
- Train new CT-AVRS analysts

**4.1.2.3** Level III Effort (10%) - In addition to demonstrating a detailed understanding of terrorism threats, terrorism Intelligence Community processes, and CT-AVRS skills required of Level I and II core skills and tasks, the contractor will perform the following tasks:

- Employ senior level Data Quality Administrator techniques for the database, primarily management and analysis
- Resolve analytical and software application problems
- Assess databasing staffing issues, and/or address policy compliance
- Train Government personnel on the maintenance and use of the database
- Extensive research and analysis on CT related issues



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### **4.1.3 Terrorism analysis services shall focus on three distinct subtasks:**

**4.1.3.1** The first subtask is the Terrorism Database Analytical Services. This task entails continued development, use, and maintenance of the USPACOM components of structured and unstructured terrorism databases. It also entails the use of other tools, software, and databases, including, but not limited to, CT-AVRS and CRISS CROSS, in order to support requests for information and terrorism analysis.

**4.1.3.2** The second subtask is Analytical Services for to CT Operations. This task can require analysts to perform analysis in support of AOR-relevant CT operations in, or outside, the AOR. It may include temporary duty within the AOR (when required) in direct support of DoD units providing intelligence services to CT operations. Analysts will analyze raw intelligence and develop intelligence products to be used by DoD elements conducting CT operations against terrorist entities in or outside the theater. While at Headquarters, USPACOM JIOC, the analysts will be assigned to the appropriate team to learn the appropriate target sets and use the tools required to operate in forward or deployed environments.

**4.1.3.3** The third subtask is the General Terrorism Analytical Services. This task entails overall terrorism analysis . The contractors will provide analysis on terrorism threats and furnish intelligence services to PACOM JIOC planning efforts. Coordinate products with CT analysts forward, DIA and CIA analysts, and American embassy regional security officers, as appropriate. Assist in the development and analysis of all-source information and finished intelligence products addressing transnational and international terrorism -related activities for the Combating Terrorism Division (CT-D) and/or other JIOC Divisions.

The government reserves the right to move contractors to or from any subtask in order to support mission requirements.

### **4.1.4 Guidance for Preparation of USPACOM Terrorism Analysis Products**

**4.1.4.1** All USPACOM terrorism analytical products shall be prepared using “Command Standard” MS Office applications (Word, PowerPoint, Excel, and Access) or MS Project. The database entries shall be prepared using the database application/software provided by the Command. All products will conform to the current USPACOM command standards, as identified by the Intelligence Directorate’s production element.

**4.1.4.2** The Contractor will prepare documents at the lowest possible level of classification. However, the prevailing requirement is for documents to contain the most accurate and complete data and

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information possible. The government will provide guidance as to tradeoffs between content and security classification, as required.

**4.1.4.3** On or before the designated delivery date of any date-specific product cited in this task, the senior USPACOM contractor analyst shall prepare a delivery letter to the Terrorism Analysis CPO/COTR indicating completion of the appropriate version (Command Draft, Coordination Draft, or Final) of each formal USPACOM terrorism product. Two hard copy versions of each product (excluding hypertext mark-up language [HTML] versions) shall be delivered to the Terrorism Analysis COTR.

**4.1.4.4** The Terrorism Analysis COTR will determine the extent of printing and dissemination of drafts and finals, both within and outside the Command.

**4.2 NORTHEAST ASIA ANALYSIS (O&M).** The contractor shall provide services in the work areas listed below:

**4.2.1** Task: NE Asia Analysis . The level of effort for NE Asia analysis shall be divided into 3 areas of expertise: China Intelligence Surveillance and Reconnaissance (ISR) analysis, Native Language Political-Military analysis, and Collections Management.

(1) China Intelligence Surveillance and Reconnaissance (ISR) Analyst: Studies and reports on development, capabilities, operations, and employment of Chinese ISR assets at the strategic and operational level. This includes space based ISR assets (satellites), long range unmanned aerial vehicles (UAVs), over-the-horizon (OTH) sensors (e.g.: high frequency (HF) Radar), high frequency direction finding (HFDF), and other related sensors. Report on tasking, processing, exploitation and dissemination (TPED) as it relates to ISR and fusion analysis.

(2) The NE Asia Native Language Political-Military Analysis includes providing research, and summary translations of source documents/internet posting of Diplomatic, Geographic-Political (GeoPol), Political-Military (Pol-Mil), international relations, military, scientific, and economic official and unofficial publications/postings and combining these native-language products with more traditional intelligence information to provide comprehensive assessments and forecasts of developing political-military situations.

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(3) The NE Asia Collections includes full-spectrum collection management (tactical, theater, and national US and Allied collection systems (All INTs)), alternative assessments/mitigation strategies, as well as prioritization and deconfliction.

**4.2.1.1** The contractor shall support the continuing development, data input, retrieval, and exploitation, and production of analytical products and delivery of analytical services. Specifically, each individual PACOM Joint Intelligence Operations Center (JIOC) NE Asia Analyst analyzes data from multiple sources (unclassified, open source to TS SCI), fuses, reports, and disseminates the analysis.

**4.2.1.2** The analyst writes JIOC Special Reports and JIOC Intelligence Bulletins and properly prepares daily briefing slides for the USPACOM Director of Intelligence Morning Intelligence Briefing as well as ad hoc military-related briefings and other general military intelligence production.

**4.2.1.3** **The contractor shall** conduct complex, predictive intelligence analysis and production tasks relative to developments in area of expertise. Specifically, the contractor shall research items relating to trends in the nation's military/civilian programs, its force missions, its order-of-battle disposition and capabilities, and its tactics, training and exercises, coordinates with multiple national agencies as required, and contributes to and collaborates in building the larger body of knowledge on his/her area of expertise. He/She identifies intelligence gaps and collection requirements to fill gaps, and evaluates the intelligence collected in response to those requirements.

**4.2.1.4** The contractor shall develop imagery, signals, and human intelligence collection programs, and recommends solutions to shortfalls. He/She participates and leads analytical discussions in inter-agency and international meetings as an expert in the field specified, train junior Government personnel, and service intelligence information exchanges among JIOC, PACOM staff, component commands, national agencies, allies, and others.

**4.2.1.5** The contractor shall attend panels and committees meetings where his/her knowledge and experience are necessary.

**5.0 Definitions:** The following are definitions of specific subtasks required under the performance of this PWS:

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**5.1** Databasing in CT-AVRS – Entering message traffic into the CT-AVRS database in accordance with standards specified in the CT-AVRS Database SOP. Creation of charts, timelines, and dossiers on terrorists from information contained in CT-AVRS and other data stores.

**5.2** Link charts produced from terrorism and other databases – Products requested of database analysts depicting individuals and related networks, usually included in other intelligence products.

**5.3** Database Checks – Requests by Command elements or interagency partners to check on database and provide feedback.

**5.4** Morning Intelligence Brief (MIB) – Slide(s), graphics, or notes summarizing a significant terrorism intelligence event, giving the background, general context, and a “so what” assessment to the J2 and CDR during the morning intelligence brief or Commander’s Update Briefing.

**5.5** End of Day Update - a very brief executive synopsis and analysis of a significant report or issue for the CDR and staff.

**5.6** JIOC Special Report Formal written product designed to fully develop an intelligence topic; finished intelligence product.

**5.7** Community Coordination – Written, formal e-mail responses to requests from the intelligence community to coordinate on finished terrorism intelligence products. Products range from two-three paragraphs to up to 100 pages. Community coordination will identify differences or provide value added analysis as a result of collaboration between the external agency and USPACOM.

**5.8** Intelligence Information Report (IIR) Evaluation – Formal, message response evaluating IIRs or other, non-DoD raw intelligence reports written on a topic of interest to USPACOM. Analysts should be able to give feedback to the report writer on content, follow up questions, and an overall evaluation of the quality and usefulness of the report.

**5.9** Signal Intelligence (SIGINT) Evaluation Feedback – Web-based response evaluating and providing feedback on SIGINT-based intelligence

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**5.10** USPACOM Warning Reports – Formal message summarizing terrorist threats/activities and disseminated as wide as possible to US forces and US entities throughout USPACOM’s AOR. Usually contains background intelligence, a summary of the potential threat/activity.

**5.11** Intelligence Estimates for Plans – Written intelligence estimates used to support development of Annex B in USPACOM and other community plans.

**5.12** Campaign Analysis Packages (CAP)/Targeting Information Packages (TIP) – Formal products providing in-depth analysis of individuals, networks, or facilities used by operational elements for targeting purposes. Usually describes individual nodes of the network and all the related elements, as well as an effects assessment and identification of intelligence gaps.

**5.13** Component Briefing Update – Slides and other intelligence produced to support HQ intelligence briefings to Component Command intelligence elements.

**5.14** Formal Taskers - Requests for intelligence and intelligence support from the CDR, J2 or others on the USPACOM staff relayed through Command tasking channels.

**5.15** Briefings to the CDR – Participation in roundtable discussions with senior-level decision-makers such as USPACOM Commander and the Commander’s senior staff, Component Commands intelligence elements, etc. Briefings require preparation of talking points, and briefing slides or supporting graphics.

**5.16** Briefings to the J2 – Internal briefings given to the Command’s Intelligence Director. Briefings require preparation of talking points, briefing slides, and supporting graphics.

**5.17** Terrorism Analytic Briefing Support – Support to the morning briefing by updating Senior Analysts on late-breaking, sensitive information and other specified information. Usually contains wrap-up data from the previous evening.

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**5.18 Foreign Intelligence Exchanges** – Meetings, training, or analytic collaboration with members of foreign military intelligence services under the auspices of officially sanctioned US intelligence exchange agreements either in Hawaii or at host nation.

**5.19 Planning Conference Support** – Participation in planning conferences to foster analytic collaboration, develop intelligence estimates and other support to Command efforts.

**5.20 AOR Deployments** – Contractor needs to provide support to deployed locations, requiring ability to produce most products, brief senior officers, understand intelligence systems and tools and be prepared to support requests for intelligence from the CDR

and staff.

**5.21 Training course** – Contractor will participate in site-specific intelligence training programs such as Command training programs, basic CT analysis course, software courses, etc, in order to maintain or upgrade proficiencies in support of evolving mission requirements.

**5.22 Assisting Component Commands, incoming personnel, Defense Attaché briefs** – There will be regular meetings both in Hawaii and otherwise to brief individuals entering positions within the theater. Each analyst will be required to brief on specific situation and area-dependent topics.

**5.23 Analyst Exchange** – Analysts will routinely travel to other Combatant Commands, DIA/JITF-CT and other national-level agencies to perform analytical exchanges. This will entail the analyst performing a regular daily function at another agency for an extended period of time.

## **6.0 Deliverables:**

**6.1 Monthly status reports** are required. These reports shall describe the work accomplished in performing the tasks described in this PWS during the preceding month/period, work planned for the next month/period and problem areas that may inhibit timely completion of any of the tasks on this PWS. Report is due to the Task Order Manager no later than close of business on the 10<sup>th</sup> business day of the following month.

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**6.1.2** Monthly financial reports are required. These reports shall include the name of the contractor and the reference to the appropriate subsection within contractor responsibilities. The report is due to the Task Order Manager each Friday on the week following the end of the invoicing period, please see incorporated SAIC accounting schedule for the accurate invoicing period dates.

## **7.0 GOVERNMENT FURNISHED EQUIPMENT**

**7.1** The Government will provide access to facilities, equipment, and technical information as required for the performance of this task.

**7.1.1** The Government will provide contractor office space, hardware, and software necessary for the performance of these tasks.

## **8.0 TRAVEL**

**8.1** Contractors may perform travel in the accomplishment of this task. This includes travel to attend conferences and meetings as required, attend analysis and awareness briefs, site-specific training, and provide training and status reports to senior Government leadership and local travel between contractor and Government offices.

**8.1.2** The contractor will be required to travel an estimate of (21) trips. For estimating purposes, Washington D.C., Denver, and FT Worth will be common destinations of travel. Actual destinations and duration are subject to change during the course of the period of performance.

## **9.0 SECURITY REQUIREMENTS**

The nature of this task requires access to top secret, secret and unclassified information. The work performed by the contractor will include access to JWICs, SIPR and NIPR information and spaces. The contractor will be required to attend meetings classified at top secret, secret and unclassified levels. U.S. citizenship and a Top Secret/SCI security clearance are required for daily facility access and exposure to classified data. The Contractor shall provide cleared personnel on the start day of the

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work. Clearance is to remain valid for the entire period of performance. There is no unclassified work area for Contractor placement; escorting un-cleared staff is not an option. The Contractor shall obtain clearance approval for all personnel associated with this requirement from the JIOC security officer prior to start of work.

### **10.0 Place of Performance**

The main place of performance shall be at the JIOC Pearl Harbor, Oahu, Hawaii, Fort Worth, TX and possible other locations. Other locations in the USPACOM's area of responsibility (AOR) may be required in performance of this contract and will be identified.

### **11.0 Period Of Performance**

The period of performance for this contract shall be as follows:

Base Period: 01 September 2007 – 31 August 2008

Option Year 1: 01 September 2008 – 31 August 2009

For estimating purposes, historically CT-AVRS analytical services have required approximately 2,880 labor hours per month to adequately meet mission demands. The North East Asia services have required in the past approximately 5760 total labor hours (3 man years), approximately 480 labor hours per month to meet mission requirements.

### **12.0 Point of Contract**

Task Order Manager: Joyce Manalo, email: manalojs@jicpac.pacom.mil

808-473-6582

Financial POC: Joyce Manalo, email: manalojs@jicpac.pacom.mil

808-473-6582

(End of Clause)



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## **SECTION D PACKAGING AND MARKING**

### **D-1 SHIP TO INFORMATION**

See Section G – Task Order Manager

(End of Clause)

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## **SECTION E INSPECTION AND ACCEPTANCE**

### **E-1 INSPECTION AND ACCEPTANCE--DESTINATION (JAN 2002)**

Inspection and acceptance of the services to be furnished hereunder shall be made at destination by the Task Order Manager or his/her duly authorized representative.

A constructive acceptance period of three (3) business days shall occur, whereby the Task Order Manager or his/her duly authorized representative will inspect and accept or reject the deliverables and or services to be furnished hereunder by three (3) business days from delivery. Should the Government have comments or require changes to the deliverables or services to be furnished, the Government will supply comments within the three (3) day period. Incorporation of those comments and contractor resubmission of the deliverable will constitute constructive acceptance of deliverables and services.

(End of Clause)

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## **SECTION F DELIVERABLES OR PERFORMANCE**

### **F-1 PERIODS OF PERFORMANCE (DEC 1999)**

#### **CLIN(S) PERIOD(S) OF PERFORMANCE**

2001 Date of award - 12 Months following date of award  
2011 Date of award - 12 Months following date of award  
3001 Date of Award - 12 Months following date of award  
3011 Date of Award - 12 Months following date of award  
2002 Date of exercised option - 12 Months following date of exercised option  
2012 Date of exercised option - 12 Months following date of exercised option  
3002 Date of exercised option - 12 Months following date of exercised option  
3012 Date of exercised option - 12 Months following date of exercised option

The above period(s) of performance for the option(s) to extend the term of the task order shall apply only if the Government exercises the option(s) as stated in Section B in accordance with the basic contract clause at FAR 52.217- 8 “Option to Extend Services” or FAR 52.217-9 “Option to Extend the Term of the Contract. Any option CLIN period of performance which extends past the current period of performance of the basic contract is only valid to the extent that the basic contract period of performance is extended. The above period(s) of performance for the option(s) to extend the term of the task order shall apply only if the Government exercises the option(s) as stated in Section B in accordance with the basic contract clause at FAR 52.217-8 “Option to Extend Services” or FAR 52.217-9 “Option to Extend the Term of the Contract.

Any option CLIN period of performance which extends past the current period of performance of the basic contract is only valid to the extent that the basic contract period of performance is extended.

(End of Clause)

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## **SECTION G CONTRACT ADMINISTRATION DATA**

### **TASK ORDER MANAGER**

Joyce S. Manalo

Joint Intelligence Operation Center

DS-RE/Resources Branch-Execution

Ph: 473-6582 DSN/Comm (808)

Email: manalojs@jicpac.pacom.mil

### **REPRESENTATIVE OF THE CONTRACTING OFFICER (FISCPH) (APR 2007)**

(a) The following shall be the representative of the Contracting Officer for this task order:

Margaret Becker, Contract Specialist, Code 200S.MB

Fleet and Industrial Supply Center, Pearl Harbor

Regional Contracting Department

1942 Gaffney Street, Suite 100

Pearl Harbor, HI 96860-4549

Email: margaret.becker@navy.mil

Tel: (808) 473-7577

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~~SUBMIT INVOICES (FISCPH) (APR 2007)~~

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~~(a) The contractor shall submit his invoices to:~~  
U.S. PACIFIC COMMAND JOC  
ATTENTION: JOYCE S. MANALO (DS-RE)  
352 HALAWA DRIVE  
PEARL HARBOR, HI 96860-3200

## **NBZ040 INVOICING INSTRUCTIONS AND PAYMENT FOR SERVICES**

**Invoices for goods received or services rendered under this contract shall be submitted electronically through Wide Area Work Flow -- Receipt and Acceptance (WAWF):**

**The vendor shall have their cage code activated by calling 866-618-5988. Once activated, the vendor shall self-register at the web site <https://wawf.eb.mil> <<http://wawf.eb.mil>>.**

**Vendor training is available on the Internet at <http://www.wawftraining.com>. Additional support can be obtained by calling the NAVY WAWF Assistance Line: 1-800-559-WAWF (9293).**

**WAWF Vendor "Quick Reference" Guides are located at the following web site: <http://www.acquisition.navy.mil/navyaos/content/view/full/3521>.**

**The contractor shall provide time cards for labor charges and Other Direct Charge Invoices for travel, material and rental of equipment to the government representative for inspection. Back up documentation (such as timesheets, etc.) can be included and attached to the invoice in WAWF. Attachments created in any Microsoft Office product are attachable to the invoice in WAWF. Total limit for the size of files per invoice is 5 megabytes. Invoices citing miscellaneous charges shall be delivered to ISSOP within 30 days of service. The government representative will conduct inspection and forward an inspection report to the contractor. The contractor shall attach the inspection reports (I.R.) and a summary report to WAWF database.**

**Select the 2-in-1 Invoice within WAWF as the invoice type. The 2-in-1 Invoice prepares the**

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**Material Inspection and Receiving Report, DD Form 250, and invoice in one document. The following information, regarding invoice routing DODAAC's, must be entered for completion of the invoice in WAWF:**

<b>CONTRACT NUMBER</b>	<b>N00178-04-D-4119</b>
<b>TASK ORDER/DELIVERY ORDER NO.</b>	<b>NQ01</b>
<b>DOCUMENT TYPE</b>	<b>2 IN 1 SERVICES ONLY</b>
<b>SHIP TO</b>	<b>N68389</b>
<b>CAGE CODE</b>	<b>4GS63</b>
<b>ISSUED BY DODAAC</b>	<b>N00604</b>
<b>ADMIN BY DODAAC</b>	<b>N00604</b>
<b>ACCEPT BY DODAAC</b>	<b>N68389</b>
<b>INSPECT BY DODAAC</b>	<b>N68389</b>
<b>LPO</b>	<b>N68389</b>
<b>PAY OFFICE DODAAC</b>	<b>HQ0338</b>
<p><b>INSPECT POC: Email: <a href="mailto:manalojs@jicpac.pacom.mil">manalojs@jicpac.pacom.mil</a></b></p> <p><b>ACCEPT POC: Email: <a href="mailto:manalojs@jicpac.pacom.mil">manalojs@jicpac.pacom.mil</a></b></p> <p><b>LPO POC: Email: <a href="mailto:manalojs@jicpac.pacom.mil">manalojs@jicpac.pacom.mil</a></b></p>	

**A copy of the Task Order (and all modifications that may be issued in the future) is available for download on EDA. The contractor shall submit invoices for payment per contract terms. The Government shall process invoices for payment per contract terms. Contractors approved by DCAA for direct billing will not process vouchers through DCAA, but may submit directly to DFAS. Vendors MUST provide a copy of the invoice and any applicable receiving reports to Acceptor and Contracting Officer's Representative COR if applicable.**

**G-3 TYPE OF CONTRACT (DEC 1999)**

This is a Firm Fixed Price task order.

**G-5 ACTIVITY OMBUDSMAN**

The Fleet and Industrial Supply Center, Pearl Harbor Ombudsman for this Task Order is:

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Name: James B. Powers

Code: 200

Address: 1942 Gaffney Street, Suite 100

Pearl Harbor, HI 96860-4549

Phone: (808) 473-7585

E-Mail: [bruce.powers@navy.mil](mailto:bruce.powers@navy.mil)

(End of Clause)

Accounting Data

SLINID	PR Number	Amount
200101	N6529907RCR5221	██████████
LLA :		
AA 9770100 4404 000 65299 045924 2D CR5221652997IRQ27Q		
Standard Number: N6529907RCR5221		
200102	N6529907RCR5221	██████████
LLA :		
AB 9770100 4400 471C41 99-2530 S49205 L221S196 T30000000006850		
Standard Number: N6529907RCR5221		
2011	N6529907RCR5221	██████████
LLA :		
AA 9770100 4404 000 65299 045924 2D CR5221652997IRQ27Q		
Standard Number: N6529907RCR5221		
3001	N6529907RCR5221	██████████
LLA :		
AA 9770100 4404 000 65299 045924 2D CR5221652997IRQ27Q		
Standard Number: N6529907RCR5221		
3011	N6529907RCR5221	██████████
LLA :		
AA 9770100 4404 000 65299 045924 2D CR5221652997IRQ27Q		
Standard Number: N6529907RCR5221		

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## **SECTION H SPECIAL CONTRACT REQUIREMENTS**

### **H1 EMPLOYMENT OF NAVY PERSONNEL RESTRICTED (FISCPH) (APR 2007)**

In performing this task order, the contractor will not use as a consultant or employee (on either a full or part time basis), any active duty navy personnel (civilian or military) without the prior approval of the Contracting Officer. Such approval may be given only in circumstances where it is clear that no laws and no DOD or Navy instructions, regulations, or policies might possibly be contravened and no appearance of a conflict of interest will result.

### **H2 KEY PERSONNEL REQUIREMENTS (FISCPH) (APR 2007)**

(a) Certain skilled, experienced professional and/or technical personnel are essential for successful contractor accomplishment of the work to be performed under this task order. These are defined as "Key Personnel" and are those persons whose resumes were submitted for evaluation of the proposal. The contractor agrees that such personnel shall not be removed from the task order work or replaced without compliance with paragraphs (b) and (c) hereof.

(b) If one or more of the key personnel for whatever reason becomes, or is expected to become, unavailable for work under the task order for a continuous period exceeding 30 work days, or is expected to devote substantially less effort to the work than indicated in the proposal or initially anticipated, the contractor shall immediately notify the Contracting Officer and shall, subject to the concurrence of the Contracting Officer or his authorized representative, promptly replace such personnel with personnel of at least substantially equal ability and qualifications.

(c) All requests for approval of substitutions hereunder must be in writing and provide a detailed explanation of the circumstances necessitating the proposed substitutions. They must contain a complete resume for the proposed substitute, and any other information requested by the Contracting Officer which is necessary to approve or disapprove the proposed substitution. The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the contractor of his/her approval or disapproval thereof in writing.

(d) If the Contracting Officer determines that suitable and timely replacement of key personnel who have been reassigned, terminated or have otherwise become unavailable for the contract work is not reasonably forthcoming or that the resultant reduction of productive effort would be so substantial as to impair the successful completion of the contract or the delivery order, the contract may be terminated by the contracting officer for default or for the convenience of the Government, as appropriate, or, at the discretion of the Contracting Officer if he/she finds the contractor at fault for the condition, the contract price or fixed fee may be equitably adjusted downward to compensate the Government for any resultant delay, loss or damage.

(e) The key personnel are all individuals working on the requirement.



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### **H3 SUBSTITUTION OF PERSONNEL (FISCPH) (APR 2007)**

(a) The offeror agrees to assign to the contract those persons whose resumes were submitted with its proposal who are necessary to fill the requirements of the contract. No substitutions shall be made except in accordance with this clause.

(b) The offeror agrees that during the first thirty (30) days of the contract performance period, no personnel substitutions will be permitted unless such substitutions are necessitated by an individual's sudden illness, death or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer and provide the information required by paragraph (c) below. After the initial 30-day period, all proposed substitutions must be submitted in writing, at least fifteen (15) days, (thirty (30) days if a security clearance is to be obtained), in advance of the proposed substitutions to the Contracting Officer, and provide the information required by paragraph (c) below.

(c) All requests for substitution must provide a detailed explanation of the circumstances necessitating the proposed substitutions, a complete resume for the proposed substitute, and any other information requested by the Contracting Officer which is necessary to approve or disapprove the proposed substitution. All proposed substitutes at any time during performance of this contract must have qualifications that are equal to or higher than the qualifications of the person being replaced. The Contracting Officer or its authorized representative will evaluate such requests and promptly notify the Contractor of its approval or disapproval thereof.

(d) Personnel subject to this clause are understood to be those individuals for whom resumes were submitted.

(e) Adding additional personnel to be used in a labor category shall be considered a substitution of personnel. The only exception to this prohibition shall be in the event of an indefinite quantity contract where the Government has issued a delivery order for labor hours that would exceed a normal forty-hour week if performed only by the number of employees originally proposed. Any additional personnel added on the basis of this provision must have qualifications no less than those of at least one of the individuals proposed for that labor category.

### **H4 REMOVAL OR UNAVAILABILITY OF KEY PERSONNEL (FISCPH) (APR 2007)**

(a) The Contractor agrees that he will notify the Task Order Manager (TOM) within two (2) days of the removal of any approved key personnel from contract performance and the reason(s) for the removal.

(b) If key personnel are to be unavailable for performance under this contract for any proposed or active delivery order for a period of more than two (2) days, the Contractor must notify the TOM at least seven (7) days in advance or lesser period if necessitated by death, illness or termination of employment and, if required by the TOM, provide a resume containing qualifications which are equal to or higher than the requirements for the applicable labor category for approval prior to commencement of any work under this contract.

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## **H-5 TECHNICAL INSTRUCTIONS**

(a) Performance of work hereunder may be subject to written technical instructions signed by the Task Order Manager (TOM) specified in Section G of this task order. As used herein, technical 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 and otherwise serve to accomplish the contractual statement of work.

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

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

(c) If, in the opinion of the Contractor, any technical instruction calls for effort outside the scope of the task 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 the task order.

(End of Clause)

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## **SECTION I CONTRACT CLAUSES**

### **Clauses Incorporated by Reference:**

FAR 52.204-9, PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (JAN 2006)

DFARS 252.201-7000, CONTRACTING OFFICER'S REPRESENTATIVE (DEC 1991)

DFARS 252.232-7010, LEVIES ON CONTRACT PAYMENTS (DEC 2006)

DFARS 252.243-7002, REQUESTS FOR EQUITABLE ADJUSTMENT (MAR 1998)

### **I-1 OPTION TO EXTEND THE TERM OF THE CONTRACT (FAR 52.217-9) (MAR 2000)**

(a) The Government may extend the term of this contract by written notice to the Contractor on or before the expiration of the task order; provided, that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the task order expires. The 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.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed two (2) years.

(End of Clause)

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## **SECTION J LIST OF ATTACHMENTS**

### **J-1 TASK ORDER ATTACHMENTS**

Attachment No.1- Contract Security Classification Specification (DD254)

(End of Clause)