

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE U	PAGE OF PAGES 1 2
2. AMENDMENT/MODIFICATION NO. P00001	3. EFFECTIVE DATE 27-Aug-2018	4. REQUISITION/PURCHASE REQ. NO. 1300734282	5. PROJECT NO. (If applicable) N/A	
6. ISSUED BY SPAWAR-Systems Center Lant (CHRL) P.O. BOX 190022 North Charleston SC 29419-9022	CODE N65236	7. ADMINISTERED BY (If other than Item 6) DCMA HARTFORD 130 DARLIN STREET EAST HARTFORD CT 06108-3234	CODE	S0701A SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) SCIENCE APPLICATIONS INTERNATIONAL CORP 12010 Sunset Hills Road Reston VA 20190		9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
[X]		10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-04-D-4119 / N6523618F3083
		10B. DATED (SEE ITEM 13) 14-Jun-2018
CAGE CODE 6XWA8	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.
<input type="checkbox"/>	
<input type="checkbox"/>	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).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
[X]	D. OTHER (Specify type of modification and authority) FAR 52.232.22 Limitation of Liability

E. 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)	
		[REDACTED]	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		BY [REDACTED] (Signature of Contracting Officer)	27-Aug-2018

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GENERAL INFORMATION

The purpose of this modification is to add incremental funding in the amount of \$110,075.00 under subject task order. Accordingly, said Task Order is modified as follows: 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:

The total amount of funds obligated to the task is hereby increased from \$485,340.00 by \$110,075.00 to \$595,415.00.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
700103	O&MN,N	0.00	110,075.00	110,075.00

The total value of the order is hereby increased from \$964,235.61 by \$0.00 to \$964,235.61.

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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
7001	R425	Base Year CLIN - Funding Source #1 (O&MN,N)	1.0	LO	██████████	██████████	\$351,510.73
700101	R425	PR 1300721102 PWS/Subtask Para #(s) 3.1 (O&MN,N)					
700102	R425	PR 1300721102 PWS/Subtask Para #(s) 3.1 (O&MN,N)					
700103	R425	(O&MN,N)					
7002	R425	Base Year CLIN - Funding Source #2 (O&MN,N)	1.0	LO	██████████	██████████	\$351,510.73
700201	R425	PR 1300720998 PWS/Subtask Para #(s) 3.1.2 CBISEA (O&MN,N)					
700202	R425	PR 1300720998 PWS/Subtask Para #(s) 3.1.2 GCCS-M (O&MN,N)					
700203	R425	PR 1300720998 PWS/Subtask Para #(s) 3.1.2 NAOC2 (O&MN,N)					
700204	R425	PR 1300720998 PWS/Subtask Para #(s) 3.1.2 JADOCs (O&MN,N)					
7003	R425	Base year CLIN - Funding Source #3 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$23,009.20
7004	R425	Base Year CLIN - Funding Source #4 (O&MN,N)	1.0	LO	██████████	██████████	\$96,133.12
700401	R425	PR 1300720998 PWS/Subtask Para #(s) 3.1.4 GCCS-M (O&MN,N)					
700402	R425	PR 1300720998 PWS/Subtask Para #(s) 3.1.4 NAOC2 (O&MN,N)					
7005	R425	Base Year CLIN - Funding Source #5 (O&MN,N)	1.0	LO	██████████	██████████	\$100,700.00
700501	R425	PR 1300721102 PWS/Subtask Para #(s)3.1.5 (O&MN,N)					
700502	R425	PR 1300721102 PWS/Subtask Para #(s)3.1.5 (O&MN,N)					
7006	R425	Base Year CLIN - Funding Source #6 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$15,225.06
7007	R425	Base Year CLIN - Funding Source #7 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$15,225.06

For Cost Type / NSP 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
7099		Base Year - Contract Data Requirements List (CDRL) - DD 1423 - Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7101	R425	Option Year 1 CLIN - Funding Source #1 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$356,992.08
7102	R425	Option Year 1 CLIN - Funding Source #2 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$356,992.08
7103	R425	Option Year 1 CLIN - Funding Source #3 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$23,370.07
7104	R425	Option Year 1 CLIN - Funding Source #4 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$99,978.60
7105	R425	Option Year 1 CLIN - Funding Source #5 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$99,978.60
7106	R425	Option Year 1 CLIN - Funding Source #6 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$15,468.18
7107	R425	Option Year 1 CLIN - Funding Source #7 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$15,468.18

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7199		Option Year 1 - Contract Data Requirements List (CDRL), DD 1423 - Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7201	R425	Option Year 2 CLIN - Funding Source #1 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$363,132.99

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
		Option					
7202	R425	Option Year 2 CLIN - Funding Source #2 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$363,132.99
		Option					
7203	R425	Option Year 2 CLIN - Funding Source #3 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$23,772.88
		Option					
7204	R425	Option Year 2 CLIN - Funding Source #4 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$101,704.81
		Option					
7205	R425	Option Year 2 CLIN - Funding Source #5 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$101,704.81
		Option					
7206	R425	Option Year 2 CLIN - Funding Source #6 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$15,736.48
		Option					
7207	R425	Option Year 2 CLIN - Funding Source #7 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$15,736.48
		Option					

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7299		Option Year 2 - Contract Data Requirements List (CDRL) - DD 1423 - Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7301	R425	Option Year 3 CLIN - Funding Source #1 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$370,376.95
		Option					
7302	R425	Option Year 3 CLIN - Funding Source #2 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$370,376.95
		Option					
7303	R425	Option Year 3 CLIN - Funding Source #3 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$24,249.30
		Option					
7304	R425	Option Year 3 CLIN - Funding Source #4 (Fund Type - TBD)	1.0	LO	██████████	██████████	\$103,731.84
		Option					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7305	R425	Option Year 3 CLIN - Funding Source #5 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$103,731.84
7306	R425	Option Year 3 CLIN - Funding Source #6 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$16,056.43
7307	R425	Option Year 3 CLIN - Funding Source #7 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$16,056.43

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7399		Option Year 3 - Contract Data Requirements List (CDRL) - DD 1423 - Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7401	R425	Option Year 4 CLIN - Funding Source #1 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$377,492.31
7402	R425	Option Year 4 CLIN - Funding Source #2 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$377,492.31
7403	R425	Option Year 4 CLIN - Funding Source #3 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$24,717.86
7404	R425	Option Year 4 CLIN - Funding Source #4 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$105,733.15
7405	R425	Option Year 4 CLIN - Funding Source #5 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$105,733.15
7406	R425	Option Year 4 CLIN - Funding Source #6 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$16,372.34
7407	R425	Option Year 4 CLIN - Funding Source #7 (Fund Type - TBD) Option	1.0	LO	██████████	██████████	\$16,372.34

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For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7499		Option Year 4 - Contract Data Requirements List (CDRL) - DD 1423 - Not Separately Priced	1.0	LO			NSP

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost		
9001	R425	Base Year ODC CLIN for 7001 (Fund Type - TBD)	1.0	LO	\$2,474.02		
9002	R425	Base Year ODC CLIN for 7002 (Fund Type - TBD)	1.0	LO	\$2,474.02		
9003	R425	Base Year ODC CLIN for 7003 (Fund Type - TBD)	1.0	LO	\$2,474.02		
9004	R425	Base Year ODC CLIN for 7004 (Fund Type - TBD)	1.0	LO	\$3,499.65		
9005	R425	Base Year ODC CLIN for 7005 (Fund Type - TBD)	1.0	LO	\$0.00		
9006	R425	Base Year ODC CLIN for 7006 (Fund Type - TBD)	1.0	LO	\$0.00		
9007	R425	Base Year ODC CLIN for 7007 (Fund Type - TBD)	1.0	LO	\$0.00		
9101	R425	Option Year 1 ODC CLIN for 7101 (Fund Type - TBD) Option	1.0	LO	\$2,523.50		
9102	R425	Option Year 1 ODC CLIN for 7102 (Fund Type - TBD) Option	1.0	LO	\$2,523.50		
9103	R425	Option Year 1 ODC CLIN for 7103 (Fund Type - TBD) Option	1.0	LO	\$2,523.50		
9104	R425	Option Year 1 ODC CLIN for 7104 (Fund Type - TBD) Option	1.0	LO	\$3,567.26		
9105	R425	Option Year 1 ODC CLIN for 7105 (Fund Type - TBD) Option	1.0	LO	\$0.00		
9106	R425	Option Year 1 ODC CLIN for 7106 (Fund Type - TBD) Option	1.0	LO	\$0.00		
9107	R425	Option Year 1 ODC CLIN for 7107 (Fund Type - TBD) Option	1.0	LO	\$0.00		
9201	R425	Option Year 2 ODC CLIN for 7201 (Fund Type - TBD) Option	1.0	LO	\$2,573.98		
9202	R425	Option Year 2 ODC CLIN for 7202 (Fund Type - TBD) Option	1.0	LO	\$2,573.98		
9203	R425	Option Year 2 ODC CLIN for 7203 (Fund Type - TBD) Option	1.0	LO	\$2,573.98		
9204	R425	Option Year 2 ODC CLIN for 7204 (Fund Type - TBD) Option	1.0	LO	\$3,635.06		

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9205	R425	Option Year 2 ODC CLIN for 7205 (Fund Type - TBD) Option	1.0	LO	\$0.00
9206	R425	Option Year 2 ODC CLIN for 7206 (Fund Type - TBD) Option	1.0	LO	\$0.00
9207	R425	Option Year 2 ODC CLIN for 7207 (Fund Type - TBD) Option	1.0	LO	\$0.00
9301	R425	Option Year 3 ODC CLIN for 7301 (Fund Type - TBD) Option	1.0	LO	\$2,625.45
9302	R425	Option Year 3 ODC CLIN for 7302 (Fund Type - TBD) Option	1.0	LO	\$2,625.45
9303	R425	Option Year 3 ODC CLIN for 7303 (Fund Type - TBD) Option	1.0	LO	\$2,625.45
9304	R425	Option Year 3 ODC CLIN for 7304 (Fund Type - TBD) Option	1.0	LO	\$3,707.77
9305	R425	Option Year 3 ODC CLIN for 7305 (Fund Type - TBD) Option	1.0	LO	\$0.00
9306	R425	Option Year 3 ODC CLIN for 7306 (Fund Type - TBD) Option	1.0	LO	\$0.00
9307	R425	Option Year 3 ODC CLIN for 7307 (Fund Type - TBD) Option	1.0	LO	\$0.00
9401	R425	Option Year 4 ODC CLIN for 7401 (Fund Type - TBD) Option	1.0	LO	\$2,677.96
9402	R425	Option Year 4 ODC CLIN for 7402 (Fund Type - TBD) Option	1.0	LO	\$2,677.96
9403	R425	Option Year 4 ODC CLIN for 7403 (Fund Type - TBD) Option	1.0	LO	\$2,677.96
9404	R425	Option Year 4 ODC CLIN for 7404 (Fund Type - TBD) Option	1.0	LO	\$3,779.38
9405	R425	Option Year 4 ODC CLIN for 7405 (Fund Type - TBD) Option	1.0	LO	\$0.00
9406	R425	Option Year 4 ODC CLIN for 7406 (Fund Type - TBD) Option	1.0	LO	\$0.00
9407	R425	Option Year 4 ODC CLIN for 7407 (Fund Type - TBD) Option	1.0	LO	\$0.00

ADDITIONAL SLINS Additional SLINs will be unilaterally created by the Contracting Officer during performance of this Task

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

SPECIFICATIONS/STATEMENT OF WORK/PERFORMANCE WORK STATEMENT

Work under this performance-based task order will be performed in accordance with the following description/ specifications/ statement of work (SOW) which herein will be referred to as Performance Work Statement (PWS):

SHORT TITLE: SPAWAR C4I HELPDESK AND TMM/ILS Management

1.0 PURPOSE

The purpose of this Task Order is to provide Tier I/II SPAWARSYSCEN Atlantic 24/7/365 Manned Service Desk support for the SPAWAR C4I Helpdesk and TMM/ILS Management in support of Space and Naval Warfare Systems Center Atlantic (SPAWARSYSCEN Atlantic)

1.1 SCOPE

Provide Help Desk and Logistics Support (Integrated Logistics Support (ILS) Management/ Technical Manual Manager (TMM) in support of C4I Systems to include:

Global Command and Control System (GCCS) Family of Systems (FoS) (Global Command and Control System – Maritime (GCCS-M), Global Command and Control System-Joint (GCCS-J), Theatre Battle Management Core System (TBMCS) , and Joint Automated Deep Operations Coordination System (JADOCS)), Maritime Tactical Command and Control (MTC2), GLOBAL THEATER SECURITY COOPERATION MANAGEMENT INFORMATION SYSTEM (G-TSCMIS) and Naval Tactical Command Support System (NTCSS) (Maintenance Figure of Merit (MFOM), Naval Aviation Logistics Command Management Information System Optimized Organizational Maintenance Activities (NALCOMIS OOMA)), Retail Operations Management version 3 (ROM 3), Maritime Operations Center (MOC), Navy Standard Integrated Personnel System (NSIPS) and Navy Integrated Application Product Suite (NIAPS)NSIPS/NIAPS (Seawarrior), Consolidated Afloat Networks and Enterprise Services (CANES), Combined Enterprise Regional Information Exchange System - Maritime (CENTRIXS-M), Submarine Local Area Network (SUBLAN) and Integrated Shipboard Network System (ISNS). The scope of this effort is the same for all years of performance, 1 base year and 4-one year options (5 years total).

1.1.1 Multiple Funding

This task order is funded with multiple appropriations as delineated on specified contract line item numbers (CLINs). The applicable PWS task(s) associated with each funding CLIN is outlined in Section B and Section G.

2.0 PLACE(S) OF PERFORMANCE

The contractor shall provide support at the following locations:

- a. SPAWARSYSCEN Atlantic (Charleston, SC) Facilities

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- b. SPAWARSYSCEN Atlantic (Virginia Beach, VA) Facilities
- c. Contractor Facilities Charleston, SC

2.1 GOVERNMENT FACILITIES

Government facilities (i.e., office space or lab space) are provided to those labor categories that would otherwise adversely affect the work performance if they were not available on Government site. Contractor personnel with supplied Government facilities shall be located at SPAWARSYSCEN Atlantic in Charleston, SC.

2.1.1 Training Requirements

Contractor personnel working full-time or partially at a Government facility shall complete all applicable mandatory training requirements as specified under Security Training, PWS Para 8.0.

2.2 CONTRACTOR FACILITIES

The contractor can have its facility location anywhere as long as the location does not present a hardship to complete work required on task. The contractor shall have real-time communication between the contractor personnel supporting the efforts and government personnel available at time of award.

3.0 PERFORMANCE REQUIREMENTS

The following paragraphs list all required non-personal services tasks that will be required throughout the task order. The contractor shall provide necessary resources with knowledge and experience as cited in the personal qualification clause to support the listed tasks. Contractors shall perform requirements in accordance with Federal Acquisition Regulation (FAR) and/or Defense Federal Acquisition Regulation Supplement (DFARS) which does not include performance of inherently Governmental functions. The contractor shall complete all required tasks while controlling and tracking performance and goals in terms of costs, schedules, and resources.

The contractor shall ensure efficient management of the Task Order and implementation of procedures to ensure full responsiveness to contractual requirements for all ILS requirements listed on this PWS.

3.1 Help Desk Support

CLIN 7000: PMW 150 OMN (NTCSS FoS)

3.1.1 Help Desk Support

The contractor shall provide the SPAWAR ATLANTIC C4I Help Desk Tier 2 support which entails responding to and resolving Help Desk trouble tickets submitted by the fleet to Tier 1 support for SPAWAR Naval Tactical Command

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Support System (NTCSS) systems (including Naval Aviation Logistics Command Management Information System Optimized Organizational Maintenance Activities (NALCOMIS OOMA) and Maintenance Figure of Merit (MFOM) hardware issues. Software issues shall be processed as needed in the REMEDY system and passed to the appropriate source of support for resolution. The help desk agents shall provide Tier 1 support as needed to ensure the timely processing of customer requests for assistance in lieu of directing the customer to another source of Tier 1 support.

3.1.1.1 The contractor shall provide 24/7 support to the SPAWAR Atlantic C4I Help Desk:

- a. Respond to phone, NIPR email, SIPR email, NIPR and SIPR message requests for information or assistance in solving customer issues.
- b. Review and provide comments on help desk procedures and processes.
- c. Review and update the REMEDY Solutions data base.
- d. Prepare and submit various REMEDY data base reports.
- e. Provide written solution statements to SPAWAR for approval and inclusion into the SDBM as requested.

3.1.1.2 The contractor shall provide cell phone service to cover after hours and weekend 1-800 call support:

- a. Develop and submit activity tracking reports for help desk activity to track the volume and type of trouble calls.
- b. Provide an after-hours call report for all weekend, Holiday and remote site work performed.
- c. Provide a written work summary for all work performed when the Lead contractor is not onsite. This includes second and third shift. The work summary shall support customer metrics for work performed with the format being approved by the Help Desk Manager.
- d. Respond to all SSC Atlantic Code 4.1.2.5 correspondence within 1 business day.

3.1.1.3 The contractor shall provide the Integrated Logistic support program, Maintenance planning, Interface with system engineering specialties, interface with program Management, Integrate the development of all ILS elements, establish performance and event milestones, logistic support analysis, and general support.

3.1.1.4 The contractor shall attend program reviews, meetings, demonstrations, briefings, and other similar meetings. The contractor shall supports SSC Atlantic, Charleston at conferences involving System Engineering and General Technical Support program management reviews.

3.1.1.5 The contractor shall support the SPAWAR help desk hotline operational support to Fleet units.

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3.1.1.6 The contractor shall provide management assistance support to (CDRL T006) :

- a. Analyze for trends, variances and compliance with approved objectives, system documentation, operational requirements, and program plans.
- b. Assist the Help Desk Manager in developing graphic and textual information or report material for briefings.
- c. Compile and maintain funding status documentation and information for the C4I systems using material provided by the Help Desk Manager.
- d. Compile and maintain planning and schedule data provided by the Help Desk Manager and assist in preparing integrated milestone information showing program schedules from both contractors and government agencies participating in various C4I programs.
- e. Attend technical meetings by the Help Desk Manager.
- f. Produce presentations and reports.
- g. Develop and conduct progress and financial reviews. Reviews will include accomplishments, upcoming activities, problem areas and problem resolutions.
- h. Review cost estimates and projections provided and, using that information, establish a baseline and develop independent cost estimates for projects as by the Help Desk Manager.
- i. Provide Technical documentation support.
- j. Review proposals, studies and reports provided by the Help Desk Manager for various C4I systems. Assess feasibility and ascertain impact on the on-going and currently planned C4I programs.
- k. Provide technical services to conduct the Integrated Logistics Support (ILS) and maintenance functions of the SPAWAR Atlantic C4I Help Desk and hotline.

CLIN 7001: PMW 150 OMN (GCCS FoS)

3.1.2 Help Desk Support

The contractor shall provide SPAWAR ATLANTIC C4I Help Desk Help Desk Tier 2 support which entails responding to and resolving Help Desk trouble tickets submitted by the fleet to Tier 1 support for the SPAWAR Global Command and Control System (GCCS) Family of Systems (FoS) (Global Command and Control System – Maritime (GCCS-M) to include (Global Command and Control System-Joint (GCCS-J), Theatre Battle Management Core System (TBMCS), Joint Automated Deep Operations Coordination System (JADOCS) and Navy Air Operations Command Control (NAOC2). Software issues shall be processed as needed in the REMEDY system and passed to the appropriate source of support for resolution. The help desk agents shall provide Tier 1 support as needed to ensure the timely processing of customer requests for assistance in lieu of directing the customer to another source of support.

3.1.2.1 The contractor shall provide 24/7 support to the SPAWAR Atlantic C4I Help Desk:

- a. Respond to phone, NIPR email, SIPR email, NIPR and SIPR message requests for information or assistance in solving customer issues.
- b. Review and provide comments on help desk procedures and processes.
- c. Review and update the REMEDY Solutions data base.

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- d. Prepare and submit various REMEDY data base reports.
- e. Provide written solution statements to SPAWAR for approval and inclusion into the SDBM as requested.

3.1.2.2 The contractor shall provide cell phone service to cover after hours and weekend 1-800 call support.

- a. Develop and submit activity tracking reports for help desk activity to track the volume and type of trouble calls.
- b. Provide an after-hours call report for all weekend, Holiday and remote site work performed.
- c. Provide a written work summary for all work performed when the Lead contractor is not onsite. This includes second and third shift. The work summary shall support customer metrics for work performed with the format being approved by the Help Desk Manager.
- d. Respond to all SSC Atlantic Code 4.1.2.5 correspondence within 1 business day.

3.1.2.3 The contractor shall provide the Integrated Logistic support program, Maintenance planning, Interface with system engineering specialties, interface with program Management, Integrate the development of all ILS elements, establish performance and event milestones, logistic support analysis, and general support (CDRL T006).

3.1.2.4 The contractor shall attend program reviews, meetings, demonstrations, briefings, and other similar meetings. The contractor shall represent SSC Atlantic, Charleston at conferences involving System Engineering and General Technical Support program management reviews.

3.1.2.5 The contractor shall support the SPAWAR help desk hotline operational support to Fleet units.

3.1.2.6 The contractor shall provide management assistance support to (CDRL T006):

- a. Analyze for trends, variances and compliance with approved objectives, system documentation, operational requirements, and program plans.
- b. Assist the Help Desk Manager in developing graphic and textual information or report material for briefings.
- c. Compile and maintain funding status documentation and information for the C4I systems using material provided by the Help Desk Manager.
- d. Compile and maintain planning and schedule data provided by the Help Desk Manager and assist in preparing integrated milestone information showing program schedules from both contractors and government agencies participating in various C4I programs.
- e. Attend technical meetings by the Help Desk Manager.
- f. Produce presentations and reports.
- g. Develop and conduct progress and financial reviews. Reviews will include accomplishments, upcoming activities, problem areas and problem resolutions.
- h. Review cost estimates and projections provided and, using that information, establish a baseline and develop independent cost estimates for projects by the Help Desk Manager.

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- i. Provide Technical documentation support.
- j. Review proposals, studies and reports provided by the Help Desk Manager for various C4I systems. Assess feasibility and ascertain impact on the on-going and currently planned C4I programs.
- k. Provide technical services to conduct the Integrated Logistics Support (ILS) and maintenance functions of the SPAWAR Atlantic C4I Help Desk and hotline.

CLIN 7002: PMW 790 OMN (MOC)

3.1.3 Help Desk Support

The contractor shall provide SPAWAR ATLANTIC C4I Help Desk Tier 2 support which entails responding to and resolving Help Desk trouble tickets submitted by the fleet to Tier 1 support for SPAWAR Maritime Operations Center (MOC). Software issues shall be processed as needed in the REMEDY system and passed to the appropriate source of support for resolution. The help desk agents shall provide Tier 1 support as needed to ensure the timely processing of customer requests for assistance in lieu of directing the customer to another source of Tier 1 support.

3.1.3.1 The contractor shall provide 24/7 support to the SPAWAR Atlantic C4I Help Desk (CDRL T006):

- a. Respond to phone, NIPR email, SIPR email, NIPR and SIPR message requests for information or assistance in solving customer issues.
 - b. Review and provide comments on help desk procedures and processes.
 - c. Review and update the REMEDY Solutions data base.
 - d. Prepare and submit various REMEDY data base reports.
 - e. Provide written solution statements to SPAWAR for approval and inclusion into the SDBM as requested.

3.1.3.2 The contractor shall provide cell phone service to cover after hours and weekend 1800 call support.

- a. Develop and submit activity tracking reports for help desk activity to track the volume and type of trouble calls.
 - b. Provide an after-hours call report for all weekend, Holiday and remote site work performed.
 - c. Provide a written work summary for all work performed when the Lead contractor is not onsite. This includes second and third shift. The work summary shall support customer metrics for work performed with the format being approved by the Help Desk Manager.
 - d. Respond to all SSC Atlantic Code 4.1.2.5 correspondence within 1 business day.

3.1.3.3 The contractor shall provide the Integrated Logistic support program, Maintenance planning, Interface with system engineering specialties, interface with program Management, Integrate the development of all ILS elements, establish performance and event milestones, logistic support analysis, and general support.

3.1.3.4 The contractor shall attend program reviews, meetings, demonstrations, briefings, and other similar meetings. . The contractor shall represent SSC Atlantic, Charleston at conferences involving System Engineering and

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General Technical Support program management reviews as may be required.

3.1.3.5 The contractor shall support the SPAWAR help desk hotline operational support to Fleet units.

3.1.3.6 The contractor shall provide management assistance support to:

- a. Analyze for trends, variances and compliance with approved objectives, system documentation, operational requirements, and program plans.
- b. Assist the Help Desk Manager in developing graphic and textual information or report material for briefings.
- c. Compile and maintain funding status documentation and information for the C4I systems using material provided by the Help Desk Manager.
- d. Compile and maintain planning and schedule data provided by the Help Desk Manager and assist in preparing integrated milestone information showing program schedules from both contractors and government agencies participating in various C4I programs.
- e. Attend technical meetings by the Help Desk Manager.
- f. Produce presentations and reports.
- g. Develop and conduct progress and financial reviews. Reviews will include accomplishments, upcoming activities, problem areas and problem resolutions.
- h. Review cost estimates and projections provided and, using that information, establish a baseline and develop independent cost estimates for projects by the Help Desk Manager.
- i. Provide technical documentation support.
- j. Review proposals, studies and reports provided by the Help Desk Manager for various C4I systems. Assess feasibility and ascertain impact on the on-going and currently planned C4I programs.
- k. Provide technical services to conduct the Integrated Logistics Support (ILS) and maintenance functions of the SPAWAR Atlantic C4I Help Desk and hotline.

CLIN 7003: PMW 150 OMN (GCCS FoS)

3.1.4 Technical Manual Life Cycle Support/Integrated Logistics Support

The contractor shall provide SPAWAR ATLANTIC with technical manual lifecycle management support and Integrated Logistics Support (ILS) management. The contractor shall provide support for the SPAWAR GCCS Family of Systems including GCCS-M Afloat, GCCS-M Ashore, GCCS-J, TBMCS (to include JADOCs) MTC2, G-TSCMIS and NAOC2. The contractor is required to have completed the Naval Systems Data Support Activity (NSDSA) Technical Manual Management Course (TMMC).

3.1.4.1 The contractor shall provide TMM and ILS Support for GCCS FoS systems as follows (CDRL T006):

- a. Interface with the documentation developers to coordinate and ensure technical manual verification and

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validation events are completed to meet deadlines.

b. Ensure required plans and forms are sent to NSDSA and/or stored in the following repositories and databases Technical Data Management Information System (TDMIS), eRoom, Horizontal Integrated Data Exchange (HIDE), and Documentum, or other such placed as required by policy or directive.

c. Provide management and support for the acquisition, inventory, production, control and distribution of technical manuals and other logistic assets to include, Preventive Maintenance System (PMS) disks, hardcopy and electronic technical manuals, ILS assets including documentation copied to and stored on CDs or DVDs, required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of technical manuals and other ILS data assets (such as PMS disks), safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests

d. Provide support for the acquisition, production and distribution of safety labeling and nomenclature plates required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests.

e. Manage and support the TMMA in maintaining the technical manual library located in SSC LANT facilities at Little Creek, VA in addition to any others that may be created or defined.

f. Updated records of supplies on-hand and shall reorder technical manuals from the Document Automation and Production Service (DAPS) to meet anticipated demand requirements.

g. Provide TMMA with monthly technical manual status report including, current stockpile, reproduction costs, anticipated reproduction costs and historical trend analysis reports.

h. Contractor shall respond to all inquiries (phone, personal, e-mail, meetings, Remedy, etc.) relating to supported technical documentation, labels and nomenclature plates. Time to respond shall not exceed two (2) business days unless additional time is granted by the Government.

i. Ensure each repository and database is updated with current technical documentation data to include, logistical data such as equipment applicability, Allowance Parts Lists (APLs), Advanced Technical Information Support (ATIS) compliancy, hulls, distribution lists.

j. Maintain and manage Remedy records associated with supported systems and subsystems technical documentation, labels and nomenclature plates and ensure the database is updated every business day

k. Interface with Naval Systems Data Support Activity (NSDSA) to ensure TDMIS data is compliant with current policies.

l. Respond, research, manage and correct, as required, all Technical Deficiency and Evaluation Reports (TMDERs) associated with supported program documentation. Response to each ROUTINE TMDER shall not exceed 90 calendar days from date of submittal unless additional time is granted by the Government. Response to each URGENT TMDER shall not exceed 3 calendar days from date of submittal unless additional time is granted by the Government.

m. Update the databases and repositories in a timely manner within three (3) business days upon receipt of new information.

n. Review ILS Engineering Change Proposals/Orders (ECP/Os), ShipAlts, and Navy Change Requests (NCRs) or other logistical documentation for technical documentation, label and nomenclature impacts in a timely manner but shall not exceed seven (7) business days unless additional time is granted by the Government.

o. Provide all technical documentation support required to develop ILS certifications for supported systems and subsystems.

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- p. Provide weekly reports to all programs on current documentation status
- q. Process Technical Manual Identification Numbering Systems (TMINS) for new, revised Technical Manuals (TMs)
- r. Process TMs for Under Development (UD) status, Preliminary Issue (PI) and Final Issue (FI) via the NSDSA and eRoom repositories

CLIN 7004: PMW 150 OMN (NTCSS FoS)

3.1.5 Technical Manual Life Cycle Support/Integrated Logistics Support

The contractor shall provide SPAWAR ATLANTIC with technical manual lifecycle management support and Integrated Logistics Support (ILS) management. The contractor shall provide support for the SPAWAR NTCSS systems (including OOMA/NALCOMIS, MFOM, (ROM 3). The contractor is required to have completed the Naval Systems Data Support Activity (NSDSA) Technical Manual Management Course (TMMC).

3.1.5.1 The contractor shall provide TMM and ILS Support for NTCSS systems as follows: (CDRL T006):

- a. Interface with the documentation developers to coordinate and ensure technical manual verification and validation events are completed to meet deadlines.
- b. Ensure required plans and forms are sent to NSDSA and/or stored in the following repositories and databases Technical Data Management Information System (TDMIS), eRoom, Horizontal Integrated Data Exchange (HIDE), and Documentum, or other such placed as required by policy or directive.
- c. Provide management and support for the acquisition, inventory, production, control and distribution of technical manuals and other logistic assets to include, Preventive Maintenance System (PMS) disks, hardcopy and electronic technical manuals, ILS assets including documentation copied to and stored on CDs or DVDs, required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of technical manuals and other ILS data assets (such as PMS disks), safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests
- d. Provide support for the acquisition, production and distribution of safety labeling and nomenclature plates required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests.
- e. Manage and support the TMMA in maintaining the technical manual library located in SSC LANT facilities at Little Creek, VA in addition to any others that may be created or defined.
- f. Updated records of supplies on-hand and shall reorder technical manuals from the Document Automation and Production Service (DAPS) to meet anticipated demand requirements.
- g. Provide TMMA with monthly technical manual status report including, current stockpile, reproduction costs, anticipated reproduction costs and historical trend analysis reports.
- h. Contractor shall respond to all inquiries (phone, personal, e-mail, meetings, Remedy, etc.) relating to supported technical documentation, labels and nomenclature plates. Time to respond shall not exceed two (2) business days unless additional time is granted by the Government.
- i. Ensure each repository and database is updated with current technical documentation data to include,

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logistical data such as equipment applicability, Allowance Parts Lists (APLs), Advanced Technical Information Support (ATIS) compliancy, hulls, distribution lists.

- j. Maintain and manage Remedy records associated with supported systems and subsystems technical documentation, labels and nomenclature plates and ensure the database is updated every business day
- k. Interface with Naval Systems Data Support Activity (NSDSA) to ensure TDMIS data is compliant with current policies.
- l. Respond, research, manage and correct, as required, all Technical Deficiency and Evaluation Reports (TMDERs) associated with supported program documentation. Response to each ROUTINE TMDER shall not exceed 90 calendar days from date of submittal unless additional time is granted by the Government. Response to each URGENT TMDER shall not exceed 3 calendar days from date of submittal unless additional time is granted by the Government.
- m. Update the databases and repositories in a timely manner within three (3) business days upon receipt of new information.
- n. Review ILS Engineering Change Proposals/Orders (ECP/Os), ShipAlts, and Navy Change Requests (NCRs) or other logistical documentation for technical documentation, label and nomenclature impacts in a timely manner but shall not exceed seven (7) business days unless additional time is granted by the Government.
- o. Provide all technical documentation support required to develop ILS certifications for supported systems and subsystems.
- p. Provide weekly reports to all programs on current documentation status
- q. Process Technical Manual Identification Numbering Systems (TMINS) for new, revised Technical Manuals (TMs)
- r. Process TMs for Under Development (UD) status, Preliminary Issue (PI) and Final Issue (FI) via the NSDSA and eRoom repositories

CLIN 7005: PMW 150 OMN (NIAPS)

3.1.6 Technical Manual Life Cycle Support/Integrated Logistics Support

The contractor shall provide SPAWAR ATLANTIC with technical manual lifecycle management support and Integrated Logistics Support (ILS) management. The contractor shall provide support for the SPAWAR Navy Standard Integrated Personnel System (NSIPS) and Navy Integrated Application Product Suite (NIAPS) NSIPS/NIAPS (Seawarrior). The contractor is required to have completed the Naval Systems Data Support Activity (NSDSA) Technical Manual Management Course (TMMC).

3.1.6.1 The contractor shall provide TMM and ILS Support for NSIPS and NIAPS systems as follows (CDRL T006):

- a. Interface with the documentation developers to coordinate and ensure technical manual verification and validation events are completed to meet deadlines.
- b. Ensure required plans and forms are sent to NSDSA and/or stored in the following repositories and databases Technical Data Management Information System (TDMIS), eRoom, Horizontal Integrated Data Exchange (HIDE), and Documentum, or other such placed as required by policy or directive.
- c. Provide management and support for the acquisition, inventory, production, control and distribution of technical manuals and other logistic assets to include, Preventive Maintenance System (PMS) disks, hardcopy and

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electronic technical manuals, ILS assets including documentation copied to and stored on CDs or DVDs, required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of technical manuals and other ILS data assets (such as PMS disks), safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests

d. Provide support for the acquisition, production and distribution of safety labeling and nomenclature plates required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests.

e. Manage and support the TMMA in maintaining the technical manual library located in SSC LANT facilities at Little Creek, VA in addition to any others that may be created or defined.

f. Updated records of supplies on-hand and shall reorder technical manuals from the Document Automation and Production Service (DAPS) to meet anticipated demand requirements.

g. Provide TMMA with monthly technical manual status report including, current stockpile, reproduction costs, anticipated reproduction costs and historical trend analysis reports.

h. Contractor shall respond to all inquiries (phone, personal, e-mail, meetings, Remedy, etc.) relating to supported technical documentation, labels and nomenclature plates. Time to respond shall not exceed two (2) business days unless additional time is granted by the Government.

i. Ensure each repository and database is updated with current technical documentation data to include, logistical data such as equipment applicability, Allowance Parts Lists (APLs), Advanced Technical Information Support (ATIS) compliancy, hulls, distribution lists.

j. Maintain and manage Remedy records associated with supported systems and subsystems technical documentation, labels and nomenclature plates and ensure the database is updated every business day

k. Interface with Naval Systems Data Support Activity (NSDSA) to ensure TDMIS data is compliant with current policies.

l. Respond, research, manage and correct, as required, all Technical Deficiency and Evaluation Reports (TMDERs) associated with supported program documentation. Response to each ROUTINE TMDER shall not exceed 90 calendar days from date of submittal unless additional time is granted by the Government. Response to each URGENT TMDER shall not exceed 3 calendar days from date of submittal unless additional time is granted by the Government.

m. Update the databases and repositories in a timely manner within three (3) business days upon receipt of new information.

n. Review ILS Engineering Change Proposals/Orders (ECP/Os), ShipAlts, and Navy Change Requests (NCRs) or other logistical documentation for technical documentation, label and nomenclature impacts in a timely manner but shall not exceed seven (7) business days unless additional time is granted by the Government.

o. Provide all technical documentation support required to develop ILS certifications for supported systems and subsystems.

p. Provide weekly reports to all programs on current documentation status

q. Process Technical Manual Identification Numbering Systems (TMINS) for new, revised Technical Manuals (TMs)

r. Process TMs for Under Development (UD) status, Preliminary Issue (PI) and Final Issue (FI) via the NSDSA and eRoom repositories

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CLIN 7006: PMW 160 OMN (CANES)

3.1.7 Technical Manual Life Cycle Support/Integrated Logistics Support

The contractor shall provide SPAWAR ATLANTIC with technical manual lifecycle management support and Integrated Logistics Support (ILS) management. The contractor shall provide support for the SPAWAR PMW 160 to include the following programs: Consolidated Afloat Networks and Enterprise Services (CANES), Combined Enterprise Regional Information Exchange System - Maritime (CENTRIXS-M), Submarine Local Area Network (SUBLAN) and Integrated Shipboard Network System (ISNS). The contractor is required to have completed the Naval Systems Data Support Activity (NSDSA) Technical Manual Management Course (TMMC).

3.1.7.1 The contractor shall provide TMM and ILS Support for PMW 160 systems as follows (CDRL T006):

a. Interface with the documentation developers to coordinate and ensure technical manual verification and validation events are completed to meet deadlines.

b. Ensure required plans and forms are sent to NSDSA and/or stored in the following repositories and databases Technical Data Management Information System (TDMIS), eRoom, Horizontal Integrated Data Exchange (HIDE), and Documentum, or other such placed as required by policy or directive.

c. Provide management and support for the acquisition, inventory, production, control and distribution of technical manuals and other logistic assets to include, Preventive Maintenance System (PMS) disks, hardcopy and electronic technical manuals, ILS assets including documentation copied to and stored on CDs or DVDs, required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of technical manuals and other ILS data assets (such as PMS disks), safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests

d. Provide support for the acquisition, production and distribution of safety labeling and nomenclature plates required for the operation and maintenance of stated systems and subsystems and related C2 and C4I equipment (those C2 and C4I systems that send and receive data from stated systems) and maintain the inventory, control and distribution of safety labels and nomenclature plates required to be staged for rapid shipment to meet time-sensitive ILS events and fleet requests.

e. Manage and support the TMMA in maintaining the technical manual library located in SSC LANT facilities at Little Creek, VA in addition to any others that may be created or defined.

f. Updated records of supplies on-hand and shall reorder technical manuals from the Document Automation and Production Service (DAPS) to meet anticipated demand requirements.

g. Provide TMMA with monthly technical manual status report including, current stockpile, reproduction costs, anticipated reproduction costs and historical trend analysis reports.

h. Contractor shall respond to all inquiries (phone, personal, e-mail, meetings, Remedy, etc.) relating to supported technical documentation, labels and nomenclature plates. Time to respond shall not exceed two (2) business days unless additional time is granted by the Government.

i. Ensure each repository and database is updated with current technical documentation data to include, logistical data such as equipment applicability, Allowance Parts Lists (APLs), Advanced Technical Information Support (ATIS) compliancy, hulls, distribution lists.

j. Maintain and manage Remedy records associated with supported systems and subsystems technical documentation, labels and nomenclature plates and ensure the database is updated every business day.

k. Interface with Naval Systems Data Support Activity (NSDSA) to ensure TDMIS data is compliant with current policies.

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l. Respond, research, manage and correct, as required, all Technical Deficiency and Evaluation Reports (TMDERs) associated with supported program documentation. Response to each ROUTINE TMDER shall not exceed 90 calendar days from date of submittal unless additional time is granted by the Government. Response to each URGENT TMDER shall not exceed 3 calendar days from date of submittal unless additional time is granted by the Government.

m. Update the databases and repositories in a timely manner within three (3) business days upon receipt of new information.

n. Review ILS Engineering Change Proposals/Orders (ECP/Os), ShipAlts, and Navy Change Requests (NCRs) or other logistical documentation for technical documentation, label and nomenclature impacts in a timely manner but shall not exceed seven (7) business days unless additional time is granted by the Government.

o. Provide all technical documentation support required to develop ILS certifications for supported systems and subsystems.

p. Provide weekly reports to all programs on current documentation status.

q. Process Technical Manual Identification Numbering Systems (TMINS) for new, revised Technical Manuals (TMs).

r. Process TMs for Under Development (UD) status, Preliminary Issue (PI) and Final Issue (FI) via the NSDSA and eRoom repositories.

3.2. PROGRAM MANAGEMENT

The contractor shall assist the government project manager providing support at the sponsor level.

3.2.1 Program Support

The contractor shall work closely with the government project manager supporting the needs of the program at the sponsor level. As cited in task orders, coordination of meetings, preparing budget drills, developing agenda items, attending at high-level meetings, generating minutes, and tracking action items may be required. Other support may require a contractor to recommend policies, doctrine, tactics, and procedures at the Federal, State, and Local level given their past expert opinion or using analysis of actual outcomes. Program support may require significant coordination and interface with various DOD and non-DOD activities located in and out of CONUS.

The contractor shall establish and maintain program management practices throughout the period of performance. The contractor shall provide one key point of contact responsible for all contract performance. The contractor shall detail an agile management structure to ensure a continuity of operations, project execution, and reporting.

The contractor should also develop an approach to facilitate contractor performance of the above tasks at the following places of performance:

- SPAWARSYSCEN Atlantic (Charleston, SC) Facilities
- SPAWARSYSCEN Atlantic (Virginia Beach, VA) Facilities
- Contractor Facilities Charleston, SC

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The contractor Project Manager (PM) is considered a key personnel position, and shall perform assigned duties in Contractor Facilities in Charleston, SC area to facilitate continuous communiques and interactions with the SSC Atlantic Program Manager. The contractor PM shall plan, manage, and execute processes and be responsible for tracking and reporting to SSC Atlantic on all activities described in this PWS. The contractor PM shall select the appropriate labor mix to fulfill PWS requirements and is responsible for ensuring that all schedule, cost, and quality performance requirements are met. Program support shall require significant coordination and interface with various DOD stakeholders located in and out of CONUS.

The contractor shall outline and implement a managerial approach to mitigate periods of high demand activities / surge support which may occur periodically (unforeseen) due to Urgent Universal Needs Statements (UUNS) and or concurrent Fielding efforts. The contractor shall also provide overtime support hours (OT) not to exceed 300 hours in support of Help Desk operations.

3.2.2 Program Support Documentation

The contractor shall develop and draft various program management (PM) documents (CDRL A001). At a minimum, the following documents are typical PM Deliverables that the contractor shall have knowledge writing:

- Statement of Work or Performance Work Statement
- Cost Estimation
- Meeting Agenda and Minutes
- Plans of Action and Milestone
- Work Breakdown Structure (WBS)
- Various Program Acquisition related documents: Mission Needs Statement (MNS), Capability Production Documentation (CPD), Operational Requirements Document (ORD), etc.

3.2.3 Progress, Status and Management Reports

The contractor shall provide a Task Order Status Report (TOSR) [CDRL A003] that consolidates financial and operations/technical data, NLT the 10th of each month, commencing one full month after the PWS award date. The contractor shall designate primary and secondary (back-up) personnel responsible for collecting, integrating, and reporting all subcontractor reports. The TOSR shall be provided to the COR. The contractor shall notify the COR via email and/or telephone of any program discrepancies or deficiencies as they are identified.

3.2.4 Meetings, Formal Reviews, Conferences, and Audits

The contractor shall attend and support Help Desk and Technical Manual Life Cycle Support/Integrated Logistics Support meetings, formal reviews, project kick off meetings, conferences, and audits (hereinafter called "reviews"). The contractor shall develop Agendas, Meeting Minutes, Conference Minutes, etc. [A001]. The reviews shall be conducted at Government SPAWARSCEN Atlantic and Contractor facilities.

4.0 INFORMATION TECHNOLOGY (IT) SERVICES REQUIREMENTS

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4.1 INFORMATION TECHNOLOGY (IT) GENERAL REQUIREMENTS

The contractor shall be responsible for the following:

4.1.1 Ensure that no production systems are operational on any research, development, test and evaluation (RDT&E) network.

4.1.2 Follow DoDI 8510.01 when deploying, integrating, and implementing IT capabilities.

4.1.3 Migrate all Navy Ashore production systems to the Navy, Marine Corps Intranet (NMCI) environment where available.

4.1.4 Work with Government personnel to ensure compliance with all current Navy IT & cybersecurity policies, including those pertaining to Cyber Asset Reduction and Security (CARS).

4.1.5 Follow SECNAVINST 5239.3B & DoDI 8510.01 prior to integration and implementation of IT solutions or systems.

4.1.6 Register any contractor-owned or contractor-maintained IT systems utilized on task order in the Department of Defense IT Portfolio Registry (DITPR)-DON.

4.1.7 Ensure all software recommended, procured, and/or developed is compliant with Section 508 of the Rehabilitation Act of 1973, 26 CFR Part 1194 and pursuant to SPAWARINST 5721.1B.

4.1.8 Only perform work specified within the limitations of the basic contract and task order.

4.2 ACQUISITION OF COMMERCIAL SOFTWARE PRODUCTS, HARDWARE, AND RELATED SERVICES

Contractors recommending or purchasing commercial software products, hardware, and related services supporting Navy programs and projects shall ensure they recommend or procure items from approved sources in accordance with the latest DoN and DoD policies.

4.2.1 DoN Enterprise Licensing Agreement/DoD Enterprise Software Initiative Program

Pursuant to DoN Memorandum – Mandatory use of DoN Enterprise Licensing Agreement (ELA), contractors that are authorized to use Government supply sources per FAR Subpart 51.101 shall verify if the product is attainable through

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DoN ELAs and if so, procure that item in accordance with appropriate ELA procedures. If an item is not attainable through the DoN ELA program, contractors shall then utilize DoD Enterprise Software Initiative (ESI) program as prescribed in DFARS Subpart 208.74 and Government-wide SmartBuy program (see DoD memo dtd 22 Dec 05). The contractor shall ensure any items purchased outside these programs have the required approved waivers as applicable to the program.

4.2.2 DoN Application and Database Management System (DADMS)

The contractor shall ensure that no Functional Area Manager (FAM) disapproved applications are integrated, installed or operational on Navy networks. The contractor shall ensure that all databases that use database management systems (DBMS) designed, implemented, and/or hosted on servers and/or mainframes supporting Navy applications and systems be registered in DoN Application and Database Management System (DADMS) and are FAM approved. All integrated, installed, or operational applications hosted on Navy networks must also be registered in DADMS and approved by the FAM. No operational systems or applications will be integrated, installed, or operational on the RDT&E network.

4.2.3 Cybersecurity/Computer Security Requirements

The contractor shall ensure that all products recommended and/or procured that impact cybersecurity or Information Assurance (IA) shall be selected from the National Information Assurance Partnership (NIAP) Validated Products List. The contractor shall ensure the products chosen are based on the appropriate Evaluated Assurance Level (EAL) for the network involved, and are utilized in accordance with latest Defense Information Systems Agency (DISA) policy at time of order. The contractor shall store all product information and have it available for government review at any time.

5.0 TASK ORDER ADMINISTRATION

Administration of the work being performed is required; it provides the Government a means for task order management and monitoring. Regardless of the level of support, the ultimate objective of the contractor is ensuring the Government's requirements are met, delivered on schedule, and performed within budget.

5.1 CONTRACTING OFFICER REPRESENTATIVE (COR) DESIGNATION

The COR for this task order is identified in task order clause 5252.201-9201.

5.2 CONTRACTOR LIAISON

The contractor shall assign a technical single point of contact, also known as the Program Manager (PM) who shall work closely with the Government Contracting Officer and COR. The contractor PM, located in the contractor's facility, shall ultimately be responsible for ensuring that the contractor's performance meets all Government contracting requirements within cost and schedule. PM shall have the requisite authority for full control over all company resources necessary for task order performance and be available to support emergent situations. The PM shall ultimately be responsible for the following: personnel management; management of Government material and assets; and personnel and facility security. In support of open communication, the contractor shall initiate periodic meetings with the COR.

5.3 CONTRACTOR MONITORING AND MAINTENANCE

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The contractor shall have processes established in order to provide all necessary resources and documentation during various times throughout the day including business and non-business hours in order to facilitate a timely task order response or modification in particular during urgent requirements.

5.3.1 Task order Administration & Documentation

Various types of administration documents are required throughout the life of the task order. At a minimum, the contractor shall provide the following documentation:

5.3.1.1 Task Order Status Report (TOSR)

The contractor shall develop a Task Order Status Reports (CDRL A003) and submit it monthly, weekly, and/or as cited in the requirements of each task order. The prime contractor shall be responsible for collecting, integrating, and reporting all subcontractor reports. The TOSR include the following variations of reports:

(a) Monthly TOSR – the contractor shall develop and submit a task order status report monthly at least 30 days after task order award on the 10th of each month for those months the task order is active. The contractor shall report on various task order functions: performance, schedule, financial, business relations, and staffing plan/key personnel; see applicable DD Form 1423 for additional reporting details and distribution instructions. This CDRL includes a Staffing Plan (CDRL A003 Attachment 1 of Exhibit A), Personnel Listing (CDRL A003 Attachment 2 of Exhibit A), and Government-furnished property (GFP) Template (CDRL A003 Attachment 3 of Exhibit A) necessary for additional data collection as applicable.

(b) Data Calls – the contractor shall develop and submit a data call report which is e-mailed to the COR within six working hours of the request. The contractor shall ensure all information provided is the most current. Cost and funding data will reflect real-time balances. Report will account for all planned, obligated, and expended charges and hours. At a minimum, the contractor shall include in the data call the following items and data:

1. Percentage of work completed
2. Percentage of funds expended
3. Updates to the POA&M and narratives to explain any variances
4. List of personnel (by location, security clearance, quantity)
5. Most current GFP and/or contractor acquired Property (CAP) listing

5.3.1.2 Task Order Closeout Report

The contractor shall develop a task order closeout report (CDRL A004) and submit it no later than 15 days before the task order completion date. The Prime shall be responsible for collecting, integrating, and reporting all subcontracting information. See applicable DD Form 1423 for additional reporting details and distribution instructions.

5.3.1.3 Enterprise-wide Contractor Manpower Reporting Application

Pursuant to NMCARS 5237.102-90, the contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this task order for the DoD via a secure data collection website – Enterprise-wide Contractor Manpower Reporting Application (eCMRA). The Product/Service Codes (PSC)

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for contracted services excluded from reporting are as follows:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;
- (4) S, Utilities ONLY;
- (5) V, Freight and Shipping ONLY.

The contractor shall completely fill-in all required data fields using the following web address: <https://doncmra.nmci.navy.mil/>. Reporting inputs consists of labor hours executed during the task order period of performance within each Government fiscal year (FY) which runs from October 1 through September 30. While inputs may be reported any time during the FY, the contractor shall report all data no later than October 31 of each calendar year. Contractors may direct questions to the help desk at <http://www.ecrma.mil/>.

5.3.1.4 WAWF Invoicing Notification and Support Documentation

Pursuant to DFARS clause 252.232-7003 and 252.232-7006, the contractor shall submit payment requests and receiving reports using DoD Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) application (part of the Wide Area Work Flow (WAWF) e-Business Suite) which is a secure Government web-based system for electronic invoicing, receipt, and acceptance. The contractor shall provide e-mail notification to the COR when payment requests are submitted to the iRAPT/WAWF and the contractor shall include cost back-up documentation (e.g., delivery receipts, time sheets, & material/travel costs, etc.) to the invoice in iRAPT/WAWF. When requested by the COR, the contractor shall directly provide a soft copy of the invoice and any supporting invoice documentation (CDRL A005) directly to the COR within 24 hours of request to assist in validating the invoiced amount against the products/services provided during the billing cycle.

5.3.1.5 Labor Rate Limitation Notification

For level of effort (LOE) service task orders (cost type, labor-hour and fixed-price) above the Simplified Acquisition Procedures (SAP) threshold, the contractor shall monitor the following labor rates as part of the monthly TOSR (see CDRL A003 Attachment 2 of Exhibit A – Personnel Listing). The contractor shall deliver required notification if specified criteria and threshold values are met. The ability of a contractor to monitor labor rates effectively will be included in the task order Quality Assurance Surveillance Plan (QASP).

(a) Fully burdened labor rates per individual (subcontractor included) – If the fully burdened rate (including fee, which also extends to prime contractor fee on subcontractor labor) of any individual in any labor category exceeds the threshold amount of \$182.00/hour and the individual’s rate was not disclosed in pre-award of the task order, the contractor shall send notice and rationale (CDRL A006) for the identified labor rate to the COR who will then send appropriate notification to the Contracting Officer. If the number of hours anticipated to be billed for an *individual* within one labor category is equal to or less than 200 labor hours for any given period of performance (e.g., base period, option year 1, or option year 2) for this effort, the hours to be billed for the individual are excluded from the CDRL notification.

(b) Negotiated versus actual average labor rates variance – If the actual average labor rate (inclusive of fee) (total actual fully burdened labor costs “divided by” total number of hours performed) compared to the negotiated average labor rate (total negotiated fully burdened labor costs “divided by” total number of hours negotiated) is greater than 20

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%, the contractor shall send notice and rationale (CDRL A006) of the rate variance to the COR who will then send appropriate notification to the Contracting Officer. The contractor shall annotate the monthly percentage rate variance between the actual average labor rate versus the negotiated average labor rate in the TOSR.

5.3.1.6 ODC Limitation Notification

Contractors shall monitor Other Direct Costs (ODCs) as part of the monthly TOSR. For this monitoring purpose, ODCs include incidental material, travel, and other non-labor costs (excluding subcontracting and consultant labor cost) required in performance of the service. For any given period of performance, if the cumulative total cost of ODCs exceeds the awarded total cost of ODCs (regardless of any modifications to the awarded amount) by 10%, the contractor shall send notice and rationale (CDRL A006) for exceeding cost to the COR who will then send a memorandum signed by the PM (or equivalent) to the Contracting Officer documenting the reasons justifying the increase of ODC. The ability of a contractor to monitor ODCs will be included in the task order QASP.

5.4 CONTRACTOR PERFORMANCE MANAGEMENT

Contractor performance standards and requirements are outlined in the task order QASP. The ability of a contractor to perform to the outlined standards and requirement will be captured in the Contractor Performance Assessment Reporting System (CPARS). In support of tracking contractor performance, the contractor shall provide the following documents: Cost and Schedule Milestone Plan (CDRL A007) submitted 10 days after task order award and CPARS Draft Approval Document (CDAD) Report (CDRL A008) submitted monthly.

5.5 EARNED VALUE MANAGEMENT (EVM)

In accordance with DoD policy, this task order does not require Earned Value Management (EVM) implementation due to cost of the task order (base plus all options) not exceeding \$20M. In lieu of an EVM system, the contractor shall develop and maintain, a Contract Funds Status Report (CDRL A009) to help track cost expenditures against performance.

6.0 DOCUMENTATION AND DELIVERABLES

6.1 CONTRACT DATA REQUIREMENTS LIST (CDRL)

The following listing identifies the data item deliverables required under this task order and the applicable section of the PWS for which they are required. Section J includes the DD Form 1423s that itemize each Contract Data Requirements List (CDRL) required under the basic contract. The contractor shall establish a practical and cost-effective system for developing and tracking the required CDRLs generated under each task. The contractor shall not develop any CDRL classified TOP SECRET with SCI.

6.1.1 Administrative CDRL

The following table lists all required administrative data deliverables, CDRLs, applicable to this task:

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CDRL #	Deliverable Title	PWS Reference Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A001	Program Management Reports, General	3.2.2, 3.2.4	ASREQ	Within 48 hrs from request	UNCLASSIFIED
A002	Cybersecurity Workforce (CSWF) Report	8.1.2	MTHLY	30 Days after task order award (DATO) and monthly on the 10th	UNCLASSIFIED
A003	Task Order Status Report (TOSR)	3.2.3, 5.3.1.1, 5.3.1.5, 8.1.2, 8.2.3.1, 10.0	MTHLY	30 DATO and monthly on the 10th	UNCLASSIFIED
A004	Task Order Closeout Report	5.3.1.2	1TIME	NLT 15 days before completion date	UNCLASSIFIED
A005	Invoice Support Documentation	5.3.1.4	ASREQ	Within 24 hrs from request	UNCLASSIFIED
A006	Limitation Notification & Rationale	5.3.1.5, 5.3.1.6	ASREQ	Within 24 hrs from occurrence	UNCLASSIFIED
A007	Cost and Milestones Schedule Plan	5.4	One time with revisions (ONE/R)	NLT 10 DATO; revision NLT 7 days after receipt of Govt review	UNCLASSIFIED
A008	Contractor CPARS Draft Approval Document (CDAD) Report	5.4	MTHLY	30 DATO and monthly on the 10th	UNCLASSIFIED

CDRL #	Deliverable Title	PWS Reference Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)

CDRL #	Deliverable Title	PWS Ref Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A009	Contract Funds Status Report (CFSR)	5.5	MTHLY	10 th of Each Month	UNCLASSIFIED
A010	Quality Documentation	7.1, 7.4	ASREQ	Within 5 days from request	UNCLASSIFIED

6.2 ELECTRONIC FORMAT

At a minimum, the contractor shall provide deliverables electronically by e-mail; hard copies are only required if requested by the Government. To ensure information compatibility, the contractor shall guarantee all deliverables (i.e., CDRLs), data, correspondence, and etc., are provided in a format approved by the receiving Government representative. The contractor shall provide all data in an editable format compatible with SPAWARSYSCEN Atlantic corporate standard software configuration as specified below. Contractor shall conform to SPAWARSYSCEN Atlantic corporate standards within 30 days of task order award. *The initial or future upgrades costs of the listed computer programs are not chargeable as a direct cost to the Government.*

	Deliverable	Software to be used
a.	Word Processing	Microsoft Word
b.	Technical Publishing	PageMaker/Interleaf/SGML/MSPublisher
c.	Spreadsheet/Graphics	Microsoft Excel
d.	Presentations	Microsoft PowerPoint
e.	2-D Drawings/ Graphics/Schematics (new data products)	Vector (CGM/SVG)
f.	2-D Drawings/ Graphics/Schematics (existing data products)	Raster (CAL S Type I, TIFF/BMP, JPEG, PNG)
g.	Scheduling	Microsoft Project
h.	Computer Aid Design (CAD) Drawings	AutoCAD/Visio
i.	Geographic Information System (GIS)	ArcInfo/ArcView

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6.4 INFORMATION SYSTEM

6.4.1 Electronic Communication

The contractor shall have broadband Internet connectivity and an industry standard email system for communication with the Government. The contractor shall be capable of Public Key Infrastructure (PKI) client side authentication to DOD private web servers. Unless otherwise specified, all key personnel on task shall be accessible by e-mail through individual accounts during all hours.

6.4.2 Information Security

Pursuant to DoDM 5200.01, the contractor shall provide adequate security for all unclassified DoD information passing through non-DoD information system including all subcontractor information systems utilized on task. The contractor shall disseminate unclassified DoD information within the scope of assigned duties and with a clear expectation that confidentiality is preserved. Examples of such information include the following: non-public information provided to the contractor, information developed during the course of the task order, and privileged task order information (e.g., program schedules and task order-related tracking).

6.4.2.1 Safeguards

The contractor shall protect Government information and shall provide compliance documentation validating they are meeting this requirement in accordance with DFARS clause-252.204-7012. The contractor and all subcontractors shall abide by the following safeguards:

- (a) Do not process DoD information on public computers (e.g., those available for use by the general public in kiosks or hotel business centers) or computers that do not have access control.
- (b) Protect information by at least one physical or electronic barrier (e.g., locked container or room, login and password) when not under direct individual control.
- (c) Sanitize media (e.g., overwrite) before external release or disposal.
- (d) Encrypt all information that has been identified as controlled unclassified information (CUI) when it is stored on mobile computing devices such as laptops and personal digital assistants, or removable storage media such as portable hard drives and digital optical disks, using DoD Authorized Data-at-Rest encryption technology. NOTE: Thumb drives are not authorized for DoD work, storage, or transfer. Use GSA Awarded DAR solutions (GSA # 10359) complying with ASD-NII/DOD-CIO Memorandum, "Encryption of Sensitive Unclassified Data-at-Rest on Mobile Computing Devices and Removable Storage." The contractor shall ensure all solutions meet FIPS 140-2 compliance requirements.
- (e) Limit information transfer to subcontractors or teaming partners with a need to know and a commitment to at least the same level of protection.
- (f) Transmit e-mail, text messages, and similar communications using technology and processes that provide the

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best level of privacy available, given facilities, conditions, and environment. Examples of recommended technologies or processes include closed networks, virtual private networks, public key-enabled encryption, and Transport Layer Security (TLS). Encrypt organizational wireless connections and use encrypted wireless connection where available when traveling. If encrypted wireless is not available, encrypt application files (e.g., spreadsheet and word processing files), using at least application-provided password protection level encryption.

(g) Transmit voice and fax transmissions only when there is a reasonable assurance that access is limited to authorized recipients.

(h) Do not post DoD information to Web site pages that are publicly available or have access limited only by domain or Internet protocol restriction. Such information may be posted to Web site pages that control access by user identification or password, user certificates, or other technical means and provide protection via use of TLS or other equivalent technologies. Access control may be provided by the intranet (vice the Web site itself or the application it hosts).

(i) Provide protection against computer network intrusions and data exfiltration, minimally including the following:

1. Current and regularly updated malware protection services, e.g., anti-virus, anti-spyware.
2. Monitoring and control of inbound and outbound network traffic as appropriate (e.g., at the external boundary, sub-networks, individual hosts) including blocking unauthorized ingress, egress, and exfiltration through technologies such as firewalls and router policies, intrusion prevention or detection services, and host-based security services.
3. Prompt application of security-relevant software patches, service packs, and hot fixes.

(j) As applicable, comply with other current Federal and DoD information protection and reporting requirements for specified categories of information (e.g., medical, critical program information (CPI), personally identifiable information, export controlled).

(k) Report loss or unauthorized disclosure of information in accordance with contract, task order, or agreement requirements and mechanisms.

6.4.2.2 Compliance

Pursuant to DoDM 5200.01, the contractor shall include in their quality processes procedures that are compliant with information security requirements.

7.0 QUALITY

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7.1 QUALITY SYSTEM

Upon task order award, the prime contractor shall have and maintain a quality system that meets contract and task order requirements and program objectives while ensuring customer satisfaction and defect-free products/process. The contractor shall have an adequately documented quality system which contains processes, procedures, planning, and all other documentation and data necessary to provide an efficient and effective quality system, which includes an internal auditing system. The contractor shall make their quality system available to the Government for review at both a program and worksite services level during predetermined visits. Existing quality documents that meet the requirements of this task order may continue to be used. If any quality documentation is disapproved or requires revisions, the contractor shall correct the problem(s) and submit revised documentation NLT 2 weeks after initial disapproval notification. The contractor shall also require all subcontractors to possess a quality assurance and control program commensurate with the services and supplies to be provided as determined by the prime's internal audit system. The Government reserves the right to disapprove the contractor's and/or subcontractor's quality system or portions thereof when the quality system(s) fails to meet contractual requirements at either the program or worksite services level. The Government reserves the right to participate in the process improvement elements of the contractor's quality assurance plan or quality system, and development of quality related documents. At a minimum, the contractor shall ensure their quality system meets the following key criteria:

- Establish documented, capable, and repeatable processes
- Track issues and associated changes needed
- Monitor and control critical process, product, and service variations
- Establish mechanisms for feedback of field product and service performance
- Implement and effective root-cause analysis and corrective action system
- Establish methods and procedures and create data used for continuous process improvement

7.2 MANAGE QUALITY COMPLIANCE

7.2.1 General

The contractor shall have quality processes or a Quality Management System (QMS) processes in place that coincide with the Government's Manage Quality processes which address Quality Control, Quality Assurance, Software Quality, and/or project Quality System tasks. The contractor shall use best industry practices including, when applicable, ISO/IEC 15288 for System life cycle processes and ISO/IEC 12207 for Software life cycle processes. As applicable, the contractor shall also support and/or participate in Acquisition Milestones, Phases, and Decision Points, which are standard elements of the Defense Acquisition System and support DoDD 5000.01 and DoDI 5000.02. The contractor shall provide technical program and project management support that will mitigate the risks to successful program execution including employment and objective evidence of Lean Six Sigma, Risk Management, and System Engineering methodologies; and System and Software Engineering best practices.

7.3 QUALITY ASSURANCE

The contractor shall perform all quality assurance process audits necessary in the performance of the various tasks as assigned and identified in the contractor's Quality Assurance Plan (QAP) or by the respective WBS, POA&M, or quality system/QMS documentation in support of continuous improvement. The contractor shall deliver related QAP and any associated procedural documents upon request. The Government reserves the right to perform any additional audits deemed necessary to assure that the contractor processes, products, and related services, documents, and material meet the prescribed requirements and to reject any or all processes or related products, services, documents, and material in a category when noncompliance is established.

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7.4 QUALITY CONTROL

The contractor shall perform all quality control inspections necessary in the performance of the various tasks as assigned and identified in the contractor QAP or by the respective WBS, POA&M, or quality system/QMS documentation. The contractor shall submit the following related quality objective evidence (CDRL A010) upon request:

- Detailed incoming receipt inspection records
- First article inspection records
- Certificates of Conformance
- Detailed sampling inspection records based upon MIL-STD-1916 (Verification Level III)
- Quality Measurement and Analysis metrics/data

The Government reserves the right to perform any inspections or pull samples as deemed necessary to assure that the contractor provided services, documents, material, and related evidence meet the prescribed requirements and to reject any or all services, documents, and material in a category when nonconformance is established.

8.0 SECURITY

8.1 ORGANIZATION

8.1.1 Security Classification

As specified in the DoD Contract Security Classification Specification, DD Form 254, the contractor shall perform classified work under this task order. At time of task order award, the contractor shall have a SECRET facility clearance (FCL).

8.1.1.1 All PWS tasks listed in Section 3 of this PWS have the potential for the contract to require access to classified information or spaces within C4I Help Desk and SPAWARSYSCEN Atlantic up to the level of SECRET. U.S. Government security clearance eligibility is required to access and handle classified and certain controlled unclassified information (CUI), attend program meetings, and work within restricted areas unescorted. Access to SCI is limited to U.S. Government Facilities or other U.S. Government sponsored SCI Facilities (SCIFs) authorized on the DD254. The contractor shall not generate any SCI deliverables.

8.1.2 Security Officer

The contractor shall appoint a Facility Security Officer (FSO) to support those contractor personnel requiring clearance and/or access to Government facility/installation and/or access to information technology systems under this task order. The FSO is typically key management personnel who is the contractor's main POC for security issues. The FSO shall have a U.S. Government security clearance equal to or higher than the FCL required on this/task order. The FSO shall be responsible for tracking the security requirements for all personnel (subcontractors included) utilized on task order. Responsibilities include tracking all personnel assigned Government badges and entering/maintaining personnel security mandatory training information within the Staffing Plan document, which is an attachment to the task order status report (TOSR) (CDRL A003), and if applicable, updating and tracking data in the CSWF Report (CDRL A002).

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8.2 PERSONNEL

The contractor shall conform to the security provisions of DoDI 5220.22/DoD 5220.22-M – National Industrial Security Program Operating Manual (NISPOM), SECNAV M-5510.30, DoD 8570.01-M, and the Privacy Act of 1974. Prior to any labor hours being charged on this task order, the contractor shall ensure all personnel (including administrative and subcontractor personnel) have obtained and can maintain favorable background investigations at the appropriate level(s) for access required for the task order, and if applicable, are certified/credentialed for the CSWF. A favorable background determination is determined by either a Tier 1 (T1) investigation, Tier 3 (T3) investigation, or Tier 5 (T5) investigation and favorable Federal Bureau of Investigation (FBI) fingerprint checks. Investigations are not necessarily required for personnel performing unclassified work who do not require access to Government installations/facilities, Government IT systems and IT resources, or SPAWARSSYSCEN Atlantic information. *Cost to meet these security requirements is not directly chargeable to task order.*

NOTE: If a final determination is made that an individual does not meet or cannot maintain the minimum security requirements, the contractor shall permanently remove the individual from SPAWARSSYSCEN Atlantic facilities, projects, and/or programs. If an individual who has been submitted for a fitness determination or security clearance is "denied," receives an "Interim Declination," or unfavorable fingerprint, the contractor shall remove the individual from SPAWARSSYSCEN Atlantic facilities, projects, and/or programs until such time as the investigation is fully adjudicated or the individual is resubmitted and is approved. All contractor and subcontractor personnel removed from facilities, projects, and/or programs shall cease charging labor hours directly or indirectly on task orders.

8.2.1 Personnel Clearance

The majority of personnel associated with this task order shall possess a SECRET personnel security clearance (PCL). These programs/tasks include, as a minimum, contractor personnel having the appropriate clearances required for access to classified data as applicable. Prior to starting work on the task, contractor personnel shall have the required clearance granted by the DoD CAF and shall comply with IT access authorization requirements. In addition, contractor personnel shall possess the appropriate IT level of access for the respective task and position assignment as applicable per DoDI 8500.01, DoD Instruction for Cybersecurity. Any future revision to the respective directive and instruction will be applied as a task order modification. Contractor personnel shall handle and safeguard any Controlled Unclassified Information (CUI) and/or classified information in accordance with appropriate Department of Defense, Navy, and SPAWARSSYSCEN Atlantic security regulations. The contractor shall immediately report any security violation to the SPAWARSSYSCEN Atlantic Security Management Office, the COR, and Government Project Manager.

8.2.1.1 The following labor categories do not require a minimum personnel clearance (PCL):

Labor Category	Required Minimum Personnel Security Clearance (PCL)
Word Processor III	None required
Accounting Clerk II	None required

8.2.2 Access Control of Contractor Personnel

8.2.2.1 Physical Access to Government Facilities and Installations

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Contractor personnel shall physically access Government facilities and installations for purposes of site visitation, supervisory and quality evaluation, work performed within Government spaces (either temporary or permanent), or meeting attendance. Individuals supporting these efforts shall comply with the latest security regulations applicable to the Government facility/installation.

(a) The majority of Government facilities require contractor personnel to have an approved visit request on file at the facility/installation security office prior to access. For admission to SPAWARSYSCEN Atlantic facilities/installations, the contractor shall forward a visit request to Joint Personnel Adjudication System (JPAS) /SMO 652366, or submit request on company or agency letterhead by fax to (843)218-4045 or mail to Space and Naval Warfare Systems Center Atlantic, P.O. Box 190022, North Charleston, SC 29419-9022, Attn: Security Office. For visitation to all other Government locations, the contractor shall forward visit request documentation directly to the on-site facility/installation security office.

(b) Depending on the facility/installation regulations, contractor personnel shall present a proper form of identification(s) and vehicle proof of insurance or vehicle rental agreement. NOTE: SPAWARSYSCEN Atlantic facilities located on Joint Base Charleston require a Common Access Card (CAC) each time physical installation access is required. Contractor shall contact SPAWARSYSCEN Atlantic Security Office directly for latest policy.

(c) All contractor persons engaged in work while on Government property shall be subject to inspection of their vehicles at any time by the Government, and shall report any known or suspected security violations to the Security Department at that location.

8.2.2.2 Identification and Disclosure Requirements

Contractor and subcontractor employees shall take all means necessary to not represent themselves as Government employees. All contractor personnel shall follow the identification and Government facility disclosure requirement as specified in contract clause 5252.237-9602, Contractor Identification.

8.2.2.3 Government Badge Requirements

Some contract personnel shall require a Government issued picture badge in accordance with contract clause 5252.204-9202, Contractor Picture Badge. While on Government installations/facilities, contractors shall abide by each site's security badge requirements. Various Government installations are continually updating their security requirements to meet Homeland Security Presidential Directive (HSPD-12) identification standards. Contractors are responsible for obtaining and complying with the latest security identification requirements for their personnel. Contractors shall submit valid paper work (e.g., site visit request, request for picture badge, and/or SF-86 for CAC) to the applicable Government security office via the COR. The contractor FSO shall track all personnel holding local Government badges at the task order level.

8.2.2.4 Common Access Card (CAC) Requirements

Some Government facilities/installations (e.g., Joint Base Charleston) require contractor personnel to have a CAC for physical access to the facilities or installations. Contractors supporting work that requires access to any DoD IT/network also requires a CAC. Granting of logical and physical access privileges remains a local policy and business operation function of the local facility. The contractor is responsible for obtaining the latest facility/installation and IT CAC requirements from the applicable local Security Office. When a CAC is required to perform work, contractor personnel shall be able to meet all of the following security requirements prior to work being performed:

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(a) Pursuant to DoDM 1000.13-V1, issuance of a CAC is based on the following four criteria:

1. eligibility for a CAC – to be eligible for a CAC, Contractor personnel’s access requirement shall meet one of the following three criteria: (a) individual requires access to multiple DoD facilities or access to multiple non-DoD federally controlled facilities on behalf of the SPAWARSYSCEN Atlantic on a recurring bases for a period of 6 months or more, (b) individual requires both access to a DoD facility and access to DoD network on site or remotely, or (c) individual requires remote access to DoD networks that use only the CAC logon for user identification.
2. verification of DoD affiliation from an authoritative data source – CAC eligible personnel must be registered in the Defense Enrollment Eligibility Reporting Systems (DEERS) through either an authoritative personnel data feed from the appropriate Service or Agency or Trusted Associated Sponsorship System (TASS).
3. completion of background vetting requirements according to FIPS PUB 201-2 and DoD 5200.2-R – at a minimum, the completion of FBI fingerprint check with favorable results and submission of a T1 investigation to the Office of Personnel Management (OPM), or a DoD-determined equivalent investigation. NOTE: Contractor personnel requiring logical access shall obtain and maintain a favorable T3 investigation. Contractor personnel shall contact the SPAWARSYSCEN Atlantic Security Office to obtain the latest CAC requirements and procedures.
4. verification of a claimed identity – all contractor personnel shall present two forms of identification in its original form to verify a claimed identity. The identity source documents must come from the list of acceptable documents included in Form I-9, OMB No. 115-0136, Employment Eligibility Verification. Consistent with applicable law, at least one document from the Form I-9 list must be a valid (unexpired) State or Federal Government-issued picture identification (ID). The identity documents will be inspected for authenticity, scanned, and stored in the DEERS.

(b) When a contractor requires logical access to a Government IT system or resource (directly or indirectly), the required CAC will have a PKI. A hardware solution and software (e.g., ActiveGold) is required to securely read the card via a personal computer. Pursuant to DoDM 1000.13-V1, CAC PKI certificates will be associated with an official Government issued e-mail address (e.g. .mil, .gov, .edu). Prior to receipt of a CAC with PKI, contractor personnel shall complete the mandatory Cybersecurity Awareness training and submit a signed System Authorization Access Request Navy (SAAR-N) form to the task order specified COR. Note: In order for personnel to maintain a CAC with PKI, each contractor employee shall complete annual cybersecurity training. The following guidance for training and form submittal is provided; however, contractors shall seek latest guidance from their appointed company Security Officer and the SPAWARSYSCEN Atlantic Information Systems Security Management (ISSM) office:

1. For annual DoD Cybersecurity/IA Awareness training, contractors shall use this site: <https://twms.nmci.navy.mil/>. For those contractors requiring initial training and do not have a CAC, contact the SPAWARSYSCEN Atlantic ISSM office at phone number (843)218-6152 or e-mail questions to ssc_lant_iam_office.fcm@navy.mil for additional instructions. Training can be taken at the IAM office or online at <http://iase.disa.mil/index2.html>.
2. For SAAR-N form, the contractor shall use OPNAV 5239/14 (Rev 9/2011). Contractors can obtain a form from the SPAWARSYSCEN Atlantic ISSM office at or from the website: <https://navalforms.documentservices.dla.mil/>. Digitally signed forms will be routed to the ISSM office via encrypted e-mail to ssclant_it_secmtg@navy.mil.

8.2.2.5 Contractor Check-in and Check-out Procedures

All SPAWARSYSCEN Atlantic contractor personnel requiring or possessing a Government badge and/or CAC for facility and/or IT access shall have a SPAWARSYSCEN Atlantic Government sponsor and be in compliance with the most current version of Contractor Check-in and Check-out Instruction and Forms as posted on the Command Operating Guide (COG) website. Throughout task order performance, the contractor shall provide necessary employee information and documentation for employees hired, transferred, and/or terminated in support of this task order within the required timeframe as cited in the Check-in and Check-out instructions. The contractor (FSO, if applicable) shall

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ensure all contractor employees whose services are no longer required on this task order return all applicable Government documents/badges to the appropriate Government representative. NOTE: If the contractor does not have access to the SPAWARSYSCEN Atlantic COG website, the contractor shall get all necessary instruction and forms from the COR.

8.2.2.6 Accessing Navy Enterprise Resources Planning (ERP) System

Contractor personnel shall not access the Navy Enterprise Resource Planning (Navy ERP) system.

8.2.3 Security Training

Applicable for unclassified and classified contracts, contractor personnel (including subcontractors) shall complete all required mandatory Government training in accordance with COMSPAWARSYSCOM Code 80330 mandatory training webpage: <https://wiki.spawar.navy.mil/confluence/display/HQ/Employee+Mandatory+Training>. Contractors without access to the SPAWAR webpage shall coordinate with the COR concerning mandatory training as listed on the training webpage.

8.2.3.1 The contractor shall be responsible for verifying applicable personnel receive all required training. At a minimum, the contractor (FSO, if applicable) shall track the following information: security clearance information; dates possessing CACs; issuance and expiration dates for SPAWARSYSCEN Atlantic badge; Cybersecurity training; Privacy Act training; Personally Identifiable Information (PII) training; CSWF certifications; etc. The contractor shall report individual contractor personnel training status by completing and updating the monthly task order status report (TOSR) Staffing Plan (CDRL A003 Attachment 1 of Exhibit A), Training tab. For Cybersecurity Workforce (CSWF) contractor personnel, all mandatory cybersecurity training and certifications shall be reported in the CSWF Report (CDRL A002).

8.3 OPERATIONS SECURITY (OPSEC) REQUIREMENTS

Security programs are oriented towards protection of classified information and material. Operations Security (OPSEC) is an operations function which involves the protection of any critical information – focusing on unclassified information that may be susceptible to adversary exploitation. Pursuant to DoDD 5205.02E and SPAWARINST 3432.1, SPAWARSYSCEN Atlantic’s OPSEC program implements requirements in DoD 5205.02-M – OPSEC Program Manual and SPAWARSYSCENLANTINST 3070.1B. Note: OPSEC requirements are applicable when task order personnel have access to either classified information or unclassified Critical Program Information (CPI)/sensitive information.

8.3.1 Local and Internal OPSEC Requirement

Contractor personnel, including subcontractors if applicable, shall adhere to the OPSEC program policies and practices as cited in the SPAWARINST 3432.1 and existing local site OPSEC procedures. The contractor shall development their own internal OPSEC program specific to the task order and based on SPAWARSYSCEN Atlantic OPSEC requirements. At a minimum, the contractor’s program shall identify the current SPAWARSYSCEN Atlantic site OPSEC Officer/Coordinator.

8.3.2 OPSEC Training

Contractor shall track and ensure applicable personnel receive initial and annual OPSEC awareness training in accordance with requirements outline in the Security Training, Para 8.2.3. OPSEC training requirements are applicable for personnel during their entire term supporting this SPAWARSYSCEN Atlantic task order.

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8.3.3 SPAWARSYSCEN Atlantic OPSEC Program

Contractor shall participate in SPAWARSYSCEN Atlantic OPSEC program briefings and working meetings, and the contractor shall complete any required OPSEC survey or data call within the timeframe specified.

8.3.4 Classified Contracts

OPSEC requirements identified under a classified contract shall have specific OPSEC requirements listed on the DD Form 254.

8.4 EFFECTIVE USE OF CONTROLS

The contractor shall screen all electronic deliverables or electronically provided information for malicious code using DoD approved anti-virus software prior to delivery to the Government. The contractor shall utilize appropriate controls (firewalls, password protection, encryption, digital certificates, etc.) at all times to protect task order related information processed, stored or transmitted on the contractor's and Government's computers/servers to ensure confidentiality, integrity, availability, authentication and non-repudiation. The contractor shall ensure provisions are in place that will safeguard all aspects of information operations pertaining to this task order in compliance with all applicable PWS references. In compliance with Para 6.4.2.1, the contractor shall ensure Data-at-Rest is required on all portable electronic devices including storage of all types. Encryption/digital signing of communications is required for authentication and non-repudiation. The contractor shall follow minimum standard in SECNAV M-5510-36 for classifying, safeguarding, transmitting, and destroying classified information.

9.0 GOVERNMENT FURNISHED INFORMATION (GFI)

Government Furnished Information (GFI) is Government owned intellectual property provided to contractors for performance on a task order. For the purposes of this task order, GFI includes manuals, technical specifications, maps, building designs, schedules, drawings, test data, etc. Depending on information contained in a document, the contractor shall comply with additional controls (e.g., completion of a Non-Disclosure Agreements, etc.) for access and distribution.

GFI is not anticipated on this task order.

10.0 GOVERNMENT PROPERTY

As defined in FAR Part 45, Government property is property owned or leased by the Government which includes Government-furnished property (GFP) and Contractor-acquired property (CAP). Government property is material, equipment, special tooling, special test equipment, and real property.

GFP will not be provided and CAP is not anticipated on this task order.

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NOTE: NMCI computers will be assigned to a contractor. Prior to a NMCI computer being removed from a Government facility, the contractor employee shall possess at all times a Property Pass (OF-7) with each NMCI asset that will be authorized and signed by the COR or other authorized Government personnel. Although NMCI assets are not tracked as GFP, the contractor shall separately track and report all NMCI assets assigned to all contractor employees for use on this task order. For reporting purposes, the contractor shall include a list of NMCI assets assigned to this task order (separate from the GFP inventory list) in the TOSR (CDRL A003).

10.1 GOVERNMENT-FURNISHED PROPERTY (GFP)

As defined in FAR Part 45, GFP is property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. GFP includes spares and property furnished for repair, maintenance, overhaul, or modification. GFP includes Government-furnished equipment (GFE), Government-furnished material (GFM), Special Tooling (ST) and Special Test Equipment (STE).

GFP will not be provided on this task order.

10.1.1 Government-Furnished Equipment

GFE will not be provided on this task order.

10.1.2 Government-Furnished Material

GFM will not be provided on this task order.

10.1.3 Special Test Equipment

STE will not be provided on this task order.

10.1.4 Special Tooling

ST will not be provided on this task order.

10.2 CONTRACTOR-ACQUIRED PROPERTY (CAP)

As defined in FAR Part 45, CAP is property acquired, fabricated, or otherwise provided by the contractor for performing a contract and to which the Government has title but has not yet performed receipt and acceptance. CAP consists of Contractor-acquired equipment (CAE), Contractor-acquired material (CAM), ST, and STE.

Item #	Description, CAP	Part #	Unit/Issue	Quantity
1	JVC/TAIYO YUDEN CDR EVEREST/P-55 SILVER THERMAL HUB PRINTABLE	M70085	1EA	1000/ per Base, Option 1, 2, 3, and 4

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11.0 TRAVEL

11.1 LOCATIONS

The contractor shall be prepared to travel to the following locations. Prior to any travel taken in support of this task order, the contractor shall obtain COR concurrence.

CLINs	# Trips	# People	From (Location)	To (Location)
CLIN 9001/Base	1	1	Charleston, SC	San Diego, CA
CLIN 9002/Base	1	1	Charleston, SC	San Diego, CA
CLIN 9003/Base	1	1	Charleston, SC	San Diego, CA
CLIN 9004/Base	1	1	Charleston, SC	San Diego, CA
 				
CLIN 9101/Option 1	1	1	Charleston, SC	San Diego, CA
CLIN 9102/ Option 1	1	1	Charleston, SC	San Diego, CA
CLIN 9103/ Option 1	1	1	Charleston, SC	San Diego, CA
CLIN 9104/ Option 1	1	1	Charleston, SC	San Diego, CA
 				
CLIN 9210/Option 2	1	1	Charleston, SC	San Diego, CA
CLIN 9202/ Option 2	1	1	Charleston, SC	San Diego, CA
CLIN 9203/ Option 2	1	1	Charleston, SC	San Diego, CA
CLIN 9204/Option 2	1	1	Charleston, SC	San Diego, CA
 				
CLIN 9301/ Option 3	1	1	Charleston, SC	San Diego, CA
CLIN 9302/ Option 3	1	1	Charleston, SC	San Diego, CA
CLIN 9303/ Option 3	1	1	Charleston, SC	San Diego, CA
CLIN 9304/ Option 3	1	1	Charleston, SC	San Diego, CA
 				
CLIN 9401/ Option 4	1	1	Charleston, SC	San Diego, CA
CLIN 9402/ Option 4	1	1	Charleston, SC	San Diego, CA
CLIN 9403/ Option 4	1	1	Charleston, SC	San Diego, CA
CLIN 9404/ Option 4	1	1	Charleston, SC	San Diego, CA

12.0 SAFETY ISSUES

12.1 Occupational Safety and Health Requirements

The contractor shall be responsible for ensuring the safety of all company employees, other working personnel, and Government property. The contractor is solely responsible for compliance with the Occupational Safety and Health Act (OSHA) (Public Law 91-596) and the resulting applicable standards, OSHA Standard 29 CFR 1910 (general), 1915

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(shipboard/submarine) and 1926 (shore), and for the protection, safety and health of their employees and any subcontractors assigned to the task orders. Without Government assistance, the contractor shall make certain that all safety requirements are met, safety equipment is provided, and safety procedures are documented as part of their quality management system. If performing within Government facilities, contractor shall immediately report any accidents involving Government or contractor personnel injuries or property/equipment damage to the Contracting Officer and COR. Additionally, the contractor is responsible for securing the scene and impounding evidence/wreckage until released by the COR or on-site Government representative.

13.0 SUBCONTRACTING REQUIREMENTS

13.1 APPROVED SUBCONTRACTORS

In accordance with FAR clause 52.244-2, prior to a prime contractor utilizing a subcontractor, the subcontractor is required to be approved by the Contracting Officer at the basic contract. As a team member, the subcontractor may be proposed on any upcoming task order competition but is not automatically approved for use on any pre-existing task order. After task order award, the prime contractor shall submit a written request to the Contracting Officer requesting approval to add any new subcontractors.

14.0 ACCEPTANCE PLAN

Inspection and acceptance is performed by the COR on all services, data, and non-data deliverables in accordance with the QASP, Attachment #1.

15.0 OTHER CONDITIONS/REQUIREMENTS

15.1 OVERTIME HOURS

Work under this order will be performed during normal working hours when practical. However, due to operational requirements, schedules, and the availability of required resources and/or downtime of those resources, overtime (OT) may be required for Service Contract Labor Standards (SCLS) (previously known as Service Contract Act (SCA)) labor categories. OT allowances are in accordance with the identified labor categories and estimated labor hours specified in the Government pricing model. Prior to OT hours being worked, the contractor shall obtain COR concurrence for the specific hours per labor category and applicable dates. Specifically, the contractor shall not exceed the estimated OT allowable hours as identified at time of task order award.

15.2 FUNDING ALLOCATION

This task order is funded with multiple appropriations with various Accounting Classification Reference Numbers (ACRNs) which may or may not cross multiple contract performance years. Depending on the services performed and the applicable timeframe, the contractor shall invoice cost in accordance with Section B, Section C, and Section G of the task order award. Unless otherwise advised, the contractor shall itemize all summary of work and financial information in the TOSR CDRL by each task order funding CLIN. The ability of the contractor to perform adequate billing and accounting will be reflected in the contractor's annual Government CPAR rating.

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16.0 APPLICABLE DOCUMENTS (AND DEFINITIONS)

The contractor shall ensure all work accomplished utilizes the latest, relevant industry practices and standards when applicable unless otherwise indicated by text. In accordance with Defense Acquisition Policy, maximum utilization of non-Government standards will be made wherever practical.

16.1 REQUIRED DOCUMENTS

The contractor shall utilize the following mandatory documents in support of this task order. The documents referenced in this section list the minimum version dates; however, the contractor shall meet requirements for any referenced document including subsequent updates applicable at time the task order request for proposal is posted.

	Document Number	Title
a.	DoD 5200.2-R	DoD Regulation – Personnel Security Program dtd Jan 87 (and subsequent revisions)
b.	DoDM 5200.01	DoD Manual – Information Security Program Manual dtd 24 Feb 12
c.	DoDD 5205.02E	DoD Directive – Operations Security (OPSEC) Program dtd 20 Jun 12
d.	DoD 5205.02-M	DoD Manual – Operations Security (OPSEC) Program Manual dtd 3 Nov 08
e.	DoD 5220.22-M	DoD Manual – National Industrial Security Program Operating Manual (NISPO) dtd 28 Feb 06
f.	DoDI 5220.22	DoD Instruction – National Industrial Security Program (NIS) dtd 18 Mar 11
g.	DoDI 8500.01	DoD Instruction – Cybersecurity dtd 14 Mar 14
h.	DoDI 8510.01	DoD Instruction – Risk Management Framework (RMF) for DoD Information Technology (IT) dtd 12 Mar 14
i.	DoD 8570.01-M	DoD Manual – Information Assurance Workforce Improvement Program dtd 19 Dec 05 with Change 3 dtd 24 Jan 12 and Change 4 dtd 10 Nov 15 (and subsequent revisions)
j.	DON CIO Memorandum	Acceptable Use of Department of the Navy Information Technology (IT) dtd 22 Feb 16
k.	SECNAVINST 5239.3B	Secretary of the Navy Instruction – DoN Information Assurance Policy dtd 17 Jun 09
l.	SPAWARINST 3432.1	Space and Naval Warfare Instruction – Operations Security (OPSEC) Policy dtd 2 Feb 05
m.	SPAWARINST 5721.1B	Space and Naval Warfare Instruction – Section 508 Implementation Policy dtd 17 Nov 09
n.	SPAWARSYSCENLANTINST 3070.1B	Space and Naval Warfare Systems Center Atlantic Instruction – Operations Security Policy dtd 20 Jan 17
o.	Navy Telecommunications Directive (NTD 10-11)	System Authorization Access Request (SAAR) - Navy
p.	Privacy Act of 1974	United States federal law, Pub.L. 93–579, 88 Stat. 1896, dtd December 31, 1974, 5 U.S.C. § 552a

16.2 GUIDANCE DOCUMENTS

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The contractor shall utilize the following guidance documents in support of this task order. The documents referenced in this section list the minimum version dates; however, the document's effective date of issue is the task order's request for proposal issue date.

	Document Number	Title
a.	MIL-STD-1916	DoD Test Method Standard – DoD Preferred Methods for Acceptance Of Product
b.	DoDM 1000.13-V1	DoD Manual – DoD Identification Cards: ID card Life-Cycle, Volume 1, dtd 23 Jan 14
c.	DoDD 5000.01	DoD Directive – The Defense Acquisition System
d.	DoDI 5000.02	DoD Instruction – Operation of the Defense Acquisition System
e.	NAVSEA TS9090-310F	NAVSEA Technical Specification 9090-310 dtd 12 Feb 15 (and subsequent revisions)
f.	ISO 9001 (ANSI/ASQ Q9001)	International Organization for Standardization (American National Standard Institute/American Society for Quality) – Quality Management Systems, Requirements
g.	ISO/IEC 12207	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – Software Life Cycle Processes
h.	HSPD-12	Homeland Security Presidential Directive – Policy for a Common Identification Standard for Federal Employees and Contractors dtd 27 Aug 04
i.	FIPS PUB 201-2	Federal Information Processing Standards Publication 201-2 – Personal Identity Verification (PIV) of Federal Employees and Contractors, August 2013
j.	Form I-9, OMB No. 115-0136	US Department of Justice, Immigration and Naturalization Services, Form I-9, OMB No. 115-0136 – Employment Eligibility Verification
k.	N/A	NAVSEA Standard Items (NSI) – http://www.navsea.navy.mil/
l.	N/A	SPAWARSYSCEN Atlantic Contractor Check-in portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/Contractor+Checkin
m.	N/A	COMSPAWARSYSCOM Code 80330 mandatory training webpage – https://wiki.spawar.navy.mil/confluence/display/HQ/Employee+Mandatory+Training

16.3 SOURCE OF DOCUMENTS

The contractor shall obtain all applicable documents necessary for performance on this task order. Many documents are available from online sources. Specifications and commercial/industrial documents may be obtained from the following sources:

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Copies of Federal Specifications may be obtained from General Services Administration Offices in Washington, DC, Seattle, San Francisco, Denver, Kansas City, MO., Chicago, Atlanta, New York, Boston, Dallas and Los Angeles.

Copies of military specifications may be obtained from the Commanding Officer, Naval Supply Depot, 3801 Tabor Avenue, Philadelphia, PA 19120-5099. Application for copies of other Military Documents should be addressed to Commanding Officer, Naval Publications and Forms Center, 5801 Tabor Ave., Philadelphia, PA 19120-5099.

All other commercial and industrial documents can be obtained through the respective organization's website.

5252.237-9600 PERSONNEL QUALIFICATIONS (MINIMUM) (JAN 1992)

(a) Personnel assigned to or utilized by the Contractor in the performance of this contract shall, as a minimum, meet the experience, educational, or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner.

(b) The Government will review resumes of contractor personnel proposed to be assigned, and if personnel not currently in the employ of Contractor, a written agreement from potential employee to work will be part of the technical proposal.

(c) If the Ordering Officer questions the qualifications or competence of any persons performing under the contract, the burden of proof to sustain that the persons is qualified as prescribed herein shall be upon the contractor.

(d) The Contractor must have personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in delivery orders. The work history of each Contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Ordering Officer reserves the right to determine if a given work history contains necessary and sufficiently detailed, related experience to reasonably ensure the ability for effective and efficient performance.

e) When determining if educational and experience requirements are acceptable,

the following criteria are applicable:

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1. To ensure that postsecondary education possessed by individuals meets an acceptable level of quality, educational degrees shall come from accredited institutions or programs. See www.ed.gov for more accreditation information. At a minimum, to receive credit for a Master and Doctorate, all

degrees shall be earned from an institution that has been regionally accredited by one of the six associations: MSA, NASC, NCA, NEASC, SACS, and WASC.

2. Bachelor's of Science (BS) or Associate's (AS) degrees in Applied Science, Computing, Engineering, and Technology shall be from an Accreditation Board for Engineering and Technology (ABET) accredited program (see www.abet.org).

3. When not specified, higher education above a labor category's minimum can be credited as years of experience as long as the higher degree is within the same required field of study as the minimum degree required. The following Educational credit applies: a MS degree equals four (4) years of experience and a PhD degree equals five (5) years of experience.

4. Technology degrees do not qualify as Engineering or Physical Science Degrees.

5. Engineering Positions require Engineering degrees or written (vs. grandfathered) State PE License.

6. SCA titles and reference numbers are in accordance with Contract Act Directory of Occupations (Fifth Edition), published in www.dol.gov.

7. Applicable for Logistics Labor Categories only: DAWIA Certification for Contractors – Contractor personnel that do not have government DAWIA certification courses may demonstrate an equivalency in terms of academic degrees, courses completed, and experience as that of their counterparts in the

DAWIA workforce. Equivalency for the following classes must be provided as follows: Level 1 - (1) Fundamentals of Systems Acquisition Management, (2) Acquisition Logistics Fundamentals, (3) Systems Sustainment Management; Level 2 – (1) Level 1 classes, (2) Intermediate Systems Acquisition, (3) Intermediate Acquisition Logistics, (4) Performance Based Logistics; Level 3 – (1) Level 1 and 2 Classes, (2) Executive Life Cycle Logistics Management, (3) Reliability and Maintainability. Additional explanation of courses or requirements can be found at the Defense Acquisition University web site (<http://www.dau.mil/>).

8. Applicable for IA/IW Labor Categories: Contractor personnel supporting IA functions shall be certified prior to being engaged in IA related work and be in full compliance with DoD 8570.1-M and DoDD 8570.1 This includes personnel being certified/accredited at the appropriate levels of IAT I-III

and IAM I-III as appropriate. This will be verified by the contracting officer who will ensure that contractor personnel are entered in to the Defense Eligibility Enrollment System (DEERS) or other appropriate database. Contractor personnel not certified within 6 months of assignment of IA duties or who fail to maintain their certified status will not be permitted to carry out the responsibilities of the position, and shall be replaced with a contractor who does meet the minimum certification requirements as mandated above.

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9. Applicable for Labor Categories providing Information Technology design and development support: In addition to educational requirements, Contract personnel shall be required to meet vendor/platform certification.

The following lists the applicable task order labor categories with their corresponding minimum personnel qualifications – specific educational or experience requirements:

Personnel Qualification

Labor Category	Key	Location
1. Logistician 2		Government site
2. Word Processor III		Contractor Site
3. Management Analyst 3		Contractor Site
4. Accounting Clerk II		Contractor Site
5. Computer Systems Analyst		Government Site
6. Management and Program Technician 2		Government Site
7. Subject Matter Expert (SME) 2		Government Site

1. Logistician 2

Education: Bachelor's degree. Working towards Professional Logistics Certification – i.e., Defense Acquisition Workforce Improvement Act (DAWIA) in Lifecycle [Acquisition] Logistics Level 1, or have equivalent logistics training (resume to specify all equivalent training), or possess an additional one (1) year working in direct support of defense life-cycle logistics.

Experience: Three (3) years of experience in defense life-cycle (acquisition) logistics support of electronic systems, to include: logistics principles, practices, and processes. One (1) year of experience in support of C4ISR systems. Demonstrated skills, to include: Analyzing Engineering/Systems Management Data, and Developing Logistics Plans and Procedures. Note: Experience may be concurrent.

2. Word Processor III (SCA 01613)

Education: High School Diploma or GED.

Experience: Three (3) years of experience with Microsoft Word.

3. Management Analyst 3

Education: Bachelor's degree in Computer Science or Business Administration.

Experience: Six (6) years of Contract Management experience, to include: Development of Program Acquisition Documentation, Development of Testing Criteria, Development of Corrective Action Systems, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

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4. Accounting Clerk II (SCA 01012)

Education: High School Diploma or GED.

Experience: Two (2) years of clerical accounting experience to include: double entry bookkeeping, posting actions to journals, making debit/credit entries. Performing one (1) or more accounting tasks such as: verifying mathematical accuracy of accounting documents; examining and verifying clerical accuracy of various types of reports, lists, calculations, etc.; or making entries or adjustments to accounts. Demonstrated knowledge and understanding of the established and standardized bookkeeping and accounting procedures and techniques used in an accounting system. Knowledge and understanding of the terminology, codes, and processes used in automated accounting systems.

5. Computer Systems Analyst

Education: High School diploma or GED. Working towards completing applicable vendor/platform certification (e.g., Microsoft Certified Solutions Developer (MCS D), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).

Experience: Three (3) years of GCCS-M, JADOCS, TBMCS Computerized System experience, to include: Network Protocols, and UNIX and Windows based operating system.

6. Management and Program Technician 2

Education: High School diploma or GED.

Experience: Six (6) years of direct work experience with the use of advanced information technology to develop and/or integrate complex data, to include: requirements analysis; project management procedures including out year budgeting for programs involving OMN, FMS, OPN, SCN, and RDT&E monies; development of contract schedules, out year planning and POM budgets, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

7. Subject Matter Expert (SME) 2

Education: Technical Training in Computer Science.

Experience: Ten (10) years of hands-on experience with Command and Control Systems, to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training.

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SECTION D PACKAGING AND MARKING

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

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SECTION E INSPECTION AND ACCEPTANCE

Inspection and acceptance of the services to be furnished hereunder shall be made at destination by the Contracting Officer's Representative or his duly authorized representative.

CLAUSES INCORPORATED BY REFERENCE

52.246-5 Inspection Of Services Cost-Reimbursement

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SECTION F DELIVERABLES OR PERFORMANCE

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

7001	6/14/2018 - 6/13/2019
7002	6/14/2018 - 6/13/2019
7003	6/14/2018 - 6/13/2019
7004	6/14/2018 - 6/13/2019
7005	6/14/2018 - 6/13/2019
7006	6/14/2018 - 6/13/2019
7007	6/14/2018 - 6/13/2019
9001	6/14/2018 - 6/13/2019
9002	6/14/2018 - 6/13/2019
9003	6/14/2018 - 6/13/2019
9004	6/14/2018 - 6/13/2019
9005	6/14/2018 - 6/13/2019
9006	6/14/2018 - 6/13/2019
9007	6/14/2018 - 6/13/2019

CLIN - DELIVERIES OR PERFORMANCE

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

7001	6/14/2018 - 6/13/2019
7002	6/14/2018 - 6/13/2019
7003	6/14/2018 - 6/13/2019
7004	6/14/2018 - 6/13/2019
7005	6/14/2018 - 6/13/2019
7006	6/14/2018 - 6/13/2019
7007	6/14/2018 - 6/13/2019
9001	6/14/2018 - 6/13/2019
9002	6/14/2018 - 6/13/2019
9003	6/14/2018 - 6/13/2019
9004	6/14/2018 - 6/13/2019
9005	6/14/2018 - 6/13/2019
9006	6/14/2018 - 6/13/2019
9007	6/14/2018 - 6/13/2019

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

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7101	6/14/2019 - 6/13/2020
7102	6/14/2019 - 6/13/2020
7103	6/14/2019 - 6/13/2020
7104	6/14/2019 - 6/13/2020
7105	6/14/2019 - 6/13/2020
7106	6/14/2019 - 6/13/2020
7107	6/14/2019 - 6/13/2020
7201	6/14/2020 - 6/13/2021
7202	6/14/2020 - 6/13/2021
7203	6/14/2020 - 6/13/2021
7204	6/14/2020 - 6/13/2021
7205	6/14/2020 - 6/13/2021
7206	6/14/2020 - 6/13/2021
7207	6/14/2020 - 6/13/2021
7301	6/14/2021 - 6/13/2022
7302	6/14/2021 - 6/13/2022
7303	6/14/2021 - 6/13/2022
7304	6/14/2021 - 6/13/2022
7305	6/14/2021 - 6/13/2022
7306	6/14/2021 - 6/13/2022
7307	6/14/2021 - 6/13/2022
7401	6/14/2022 - 6/13/2023
7402	6/14/2022 - 6/13/2023
7403	6/14/2022 - 6/13/2023
7404	6/14/2022 - 6/13/2023
7405	6/14/2022 - 6/13/2023
7406	6/14/2022 - 6/13/2023
7407	6/14/2022 - 6/13/2023
9101	6/14/2019 - 6/13/2020
9102	6/14/2019 - 6/13/2020
9103	6/14/2019 - 6/13/2020
9104	6/14/2019 - 6/13/2020
9105	6/14/2019 - 6/13/2020
9106	6/14/2019 - 6/13/2020
9107	6/14/2019 - 6/13/2020
9201	6/14/2020 - 6/13/2021
9202	6/14/2020 - 6/13/2021
9203	6/14/2020 - 6/13/2021
9204	6/14/2020 - 6/13/2021
9205	6/14/2020 - 6/13/2021
9206	6/14/2020 - 6/13/2021
9207	6/14/2020 - 6/13/2021

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9301	6/14/2021 - 6/13/2022
9302	6/14/2021 - 6/13/2022
9303	6/14/2021 - 6/13/2022
9304	6/14/2021 - 6/13/2022
9305	6/14/2021 - 6/13/2022
9306	6/14/2021 - 6/13/2022
9307	6/14/2021 - 6/13/2022
9401	6/14/2022 - 6/13/2023
9402	6/14/2022 - 6/13/2023
9403	6/14/2022 - 6/13/2023
9404	6/14/2022 - 6/13/2023
9405	6/14/2022 - 6/13/2023
9406	6/14/2022 - 6/13/2023
9407	6/14/2022 - 6/13/2023

The above periods 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 task order clause at FAR 52.217-9 "Option to Extend the Term of the Contract".

CLAUSES INCORPORATED BY REFERENCE

52.242-15 Alt I Stop-Work Order (Aug 1989) - Alternate I APR 1984

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SECTION G CONTRACT ADMINISTRATION DATA

The SPAWARSYSCEN Atlantic Ombudsman: Robin Rourk, (843) 218-5115

REFERENCE: PAYMENT INSTRUCTIONS: PGI 204.7108 (d)(2)

252.204-7006 BILLING INSTRUCTIONS (OCT 2005)

When submitting a request for payment, the Contractor shall—

(a) Identify the contract line item(s) on the payment request that reasonably reflect contract work performance;
and

(b) Separately identify a payment amount for each contract line item included in the payment request.

(End of clause)

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(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.

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(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 System for Award Management 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 (Cost Type Orders)

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.

Not Applicable

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Charlene Glover	Charlene.glover@navy.mil	843-218-2934	COR
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(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.

Laverne.Brown@navy.mil

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

(End of clause)

5252.201-9201 Designation of Contracting officer's Representative (Mar 2006)

(a) The Contracting Officer hereby appoints the following individual as Contracting Officer's Representative(s) (COR) for this contract/order:

CONTRACTING OFFICER REPRESENTATIVE

████████████████████r
██████████
████████████████████
████████████████████

(b) It is emphasized that only the Contracting Officer has the authority to modify the terms of the contract, therefore, in no event will any understanding agreement, modification, change order, or other matter deviating from the terms of the basic contract between the Contractor and any other person be effective or binding on the Government. When/If, in the opinion of the Contractor, an effort outside the existing scope of the contract is requested, the Contractor shall promptly notify the PCO in writing. No action shall be taken by the Contractor unless the Procuring Contracting Officer (PCO) or the Administrative Contracting Officer (ACO) has issued a contractual change.

5252.216-9210 TYPE OF CONTRACT (DEC 1999)

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This is a Cost-Plus-Fixed-Fee, Level of Effort and Cost task order.

5252.232-9206 SEGREGATION OF COSTS (DEC 2003)

(a) The Contractor agrees to segregate costs incurred under this contract at the lowest level of performance, either task or subtask, rather than on a total contract basis, and to submit invoices reflecting costs incurred at that level. Invoices shall contain summaries of work charged during the period covered, as well as overall cumulative summaries by labor category for all work invoiced to date, by line item, task or subtask.

(b) Where multiple lines of accounting are present, the ACRN preceding the accounting citation will be found in Section B and/or Section G of the contract or in the task or delivery order that authorizes work. Payment of Contractor invoices shall be accomplished only by charging the ACRN that corresponds to the work invoiced.

(c) Except when payment requests are submitted electronically as specified in the clause at DFARS 252.232-7003, Electronic Submission of Payment Requests, one copy of each invoice or voucher will be provided, at the time of submission to DCAA:

- (1) to the Contracting Officer's Representative or the Technical Representative of the Contracting Officer, and
- (2) to the Procuring Contracting Officer.

(End of clause)

Accounting Data

SLINID	PR Number	Amount
700101	130072110200001	116160.00
LLA :		
AA 1781804 5B2B 257 00039 0 050120 2D 000000 A00004569583		
BS-001815.0201010124		
Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.		
700102	130072110200002	46200.00
LLA :		
AB 1781804 5B2B 257 00039 0 050120 2D 000000 A10004569583		
BS-001815.0201010228		
Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.		
700201	130072099800001	27500.00
LLA :		
AD 1781804 5C1C 257 00039 0 050120 2D 000000 A00004569142		
BS-001722.0102011204		
Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.		
700202	130072099800002	115480.00
LLA :		
AE 1781804 5C1C 257 00039 0 050120 2D 000000 A10004569142		

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BS-001815.0202010117

Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.

700203 130072099800003 7150.00

LLA :

AF 1781804 5C1C 257 00039 0 050120 2D 000000 A20004569142

BS-001815.0202010310

Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.

700204 130072099800004 7150.00

LLA :

AG 1781804 5C1C 257 00039 0 050120 2D 000000 A30004569142

BS-001815.0202010405

Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.

700401 130072099800005 50000.00

LLA :

AE 1781804 5C1C 257 00039 0 050120 2D 000000 A10004569142

BS-001815.0202010117

Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.

700402 130072099800006 15000.00

LLA :

AF 1781804 5C1C 257 00039 0 050120 2D 000000 A20004569142

BS-001815.0202010310

Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.

700501 130072110200004 23750.00

LLA :

AC 1781804 5B2B 257 00039 0 050120 2D 000000 A20004569583

BS-001815.0201010207

Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.

700502 130072110200003 76950.00

LLA :

AA 1781804 5B2B 257 00039 0 050120 2D 000000 A00004569583

BS-001815.0201010124

Funds expire 30 Sep 2018. Work is severable and will cross over the fiscal year in which funds legally expire citing 10 USC 2410(a) authority, the duration of the performance period cannot exceed 12 months.

BASE Funding 485340.00

Cumulative Funding 485340.00

MOD P00001

700103 130073428200001 110075.00

LLA :

AH 1781804 5C1C 257 00039 0 050120 2D 000000 A00004649905

ACRN:AH

Cost Code: A00004649905

CIN# 130073428200001

NWA/BS#

MOD P00001 Funding 110075.00

Cumulative Funding 595415.00

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SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.204-9202 CONTRACTOR PICTURE BADGE (JUL 2013)

(a) A contractor picture badge may be issued to contractor personnel by the SPAWAR Atlantic upon receipt of a valid visit request from the Contractor and a picture badge request from the COR. A list of personnel requiring picture badges must be provided to the COR to verify that the contract or delivery/task order authorizes performance at SPAWAR Atlantic prior to completion of the picture badge request.

(b) The contractor assumes full responsibility for the proper use of the identification badge and shall be responsible for the return of the badge upon termination of personnel or expiration or completion of the contract.

(c) At the completion of the contract, the contractor shall forward to SPAWAR Atlantic a list of all unreturned badges with a written explanation of any missing badges.

(End of clause)

5252.209-9206 EMPLOYMENT OF NAVY PERSONNEL RESTRICTED (DEC 1999)

In performing this contract, the Contractor will not use as a consultant or employ (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 law and no DOD or Navy instructions, regulations, or policies might possibly be contravened and no appearance of a conflict of interest will result.

(End of clause)

NAVSEA 5252.216-9122 -- LEVEL OF EFFORT (DEC 2000)

(a) The Contractor agrees to provide the total level of effort specified in the next sentence 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 [REDACTED] total 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.

(b) Of the total man-hours of direct labor set forth above, it is estimated that zero (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. 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 task order.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this task order and shall not include time and effort expended on such things as

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(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 (j) 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 task order shall be expended at an average rate of approximately [REDACTED] 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 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 task order 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 task order 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) If the total level of effort specified in paragraph (a) above is not provided by the Contractor during the period of this task order, the Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this task order as follows:

Fee (Required LOE - Expended LOE)

Fee Reduction = -----

Required LOE

or (ii) subject to the provisions of the clause of this task order entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable, require the Contractor to continue to perform the work until the total number of man-hours of direct labor specified in paragraph (a) above shall have been expended, at no increase in the fee of this task order.

(h) 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

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and uncompensated, if any) provided in fulfillment of the level of effort obligations of this task order. 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.

(i) 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 task order for the period. Within 45 days after completion of the work under the task order, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this task order may be reduced to recover excess funds and, in the case of an underrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.

(j) Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to task order performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative work 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 task order. 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 task order performance as a result of the Contractor's election to implement an alternative worksite plan.

(k) Notwithstanding any of the provisions in the above paragraphs, the Contractor may furnish man-hours up to five percent in excess of the total man-hours specified in paragraph (a) above, provided that the additional effort is furnished within the term hereof, and provided further that no increase in the estimated cost or fee is required

5252.227-9207 LIMITED RELEASE OF CONTRACTOR CONFIDENTIAL BUSINESS INFORMATION (APRIL 2010)

(a) Definition.

"Confidential Business Information," (Information) as used in this clause, is defined as all forms and types of financial, business, economic or other types of information other than technical data or computer software/computer software documentation, whether tangible or intangible, and whether or how stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing if -- (1) the owner thereof has taken reasonable measures to keep such Information secret, and (2) the Information derives independent

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economic value, actual or potential from not being generally known to, and not being readily ascertainable through proper means by, the public. Information does not include technical data, as that term is defined in DFARS 252.227-7013(a)(14), 252.227-7015(a)(4), and 252.227-7018(a)(19). Similarly, Information does not include computer software/computer software documentation, as those terms are defined in DFARS 252.227-7014(a)(4) and 252.227-7018(a)(4).

(b) The Space and Naval Warfare Systems Command (SPAWAR) may release to individuals employed by SPAWAR support contractors and their subcontractors Information submitted by the contractor or its subcontractors pursuant to the provisions of this contract. Information that would ordinarily be entitled to confidential treatment may be included in the Information released to these individuals. Accordingly, by submission of a proposal or execution of this contract, the offeror or contractor and its subcontractors consent to a limited release of its Information, but only for purposes as described in paragraph (c) of this clause.

(c) Circumstances where SPAWAR may release the contractor's or subcontractors' Information include the following:

(1) To other SPAWAR contractors and subcontractors, and their employees tasked with assisting SPAWAR in handling and processing Information and documents in the administration of SPAWAR contracts, such as file room management and contract closeout; and,

(2) To SPAWAR contractors and subcontractors, and their employees tasked with assisting SPAWAR in accounting support services, including access to cost-reimbursement vouchers.

(d) SPAWAR recognizes its obligation to protect the contractor and its subcontractors from competitive harm that could result from the release of such Information. SPAWAR will permit the limited release of Information under paragraphs (c)(1) and (c)(2) only under the following conditions:

(1) SPAWAR determines that access is required by other SPAWAR contractors and their subcontractors to perform the tasks described in paragraphs (c)(1) and (c)(2);

(2) Access to Information is restricted to individuals with a bona fide need to possess;

(3) Contractors and their subcontractors having access to Information have agreed under their contract or a separate corporate non-disclosure agreement to provide the same level of protection to the Information that would be provided by SPAWAR employees. Such contract terms or separate corporate non-disclosure agreement shall require the contractors and subcontractors to train their employees on how to properly handle the Information to which they will have access, and to have their employees sign company non disclosure agreements certifying that they understand the sensitive nature of the Information and that unauthorized use of the Information could expose their company to significant liability. Copies of such employee non disclosure agreements shall be provided to the Government;

(4) SPAWAR contractors and their subcontractors performing the tasks described in paragraphs (c)(1) or (c)(2) have agreed under their contract or a separate non-disclosure agreement to not use the Information for any purpose other than performing the tasks described in paragraphs (c)(1) and (c)(2); and,

(5) Before releasing the Information to a non-Government person to perform the tasks described in paragraphs (c)(1) and (c)(2), SPAWAR shall provide the contractor a list of the company names to which access is being granted, along with a Point of Contact for those entities.

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(e) SPAWAR's responsibilities under the Freedom of Information Act are not affected by this clause.

(f) The contractor agrees to include, and require inclusion of, this clause in all subcontracts at any tier that requires the furnishing of Information.

(End of clause)

5252.231-9200 REIMBURSEMENT OF TRAVEL COSTS (JAN 2006)

(a) Contractor Request and Government Approval of Travel

Any travel under this contract must be specifically requested in writing, by the contractor prior to incurring any travel costs. If this contract is a definite or indefinite delivery contract, then the written Government authorization will be by task/delivery orders issued by the Ordering Officer or by a modification to an issued task/delivery order. If this contract is not a definite or indefinite delivery contract, then the written Government authorization will be by written notice of approval from the Contracting Officer's Representative (COR). The request shall include as a minimum, the following:

- (1) Contract number
- (2) Date, time, and place of proposed travel
- (3) Purpose of travel and how it relates to the contract
- (4) Contractor's estimated cost of travel
- (5) Name(s) of individual(s) traveling and;
- (6) A breakdown of estimated travel and per diem charges.

(b) General

(1) The costs for travel, subsistence, and lodging shall be reimbursed to the contractor only to the extent that it is necessary and authorized for performance of the work under this contract. The costs for travel, subsistence, and lodging shall be reimbursed to the contractor in accordance with the Federal Acquisition Regulation (FAR) 31.205-46, which is incorporated by reference into this contract. As specified in FAR 31.205-46(a) (2), reimbursement for the costs incurred for lodging, meals and incidental expenses (as defined in the travel regulations cited subparagraphs (b)(1)(i) through (b)(1)(iii) below) shall be considered to be reasonable and allowable only to the extent that they do not exceed on a daily basis the maximum per diem rates in effect at the time of travel as set forth in the following:

- (i) Federal Travel Regulation prescribed by the General Services Administration for travel in the

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contiguous 48 United States;

(ii) Joint Travel Regulation, Volume 2, DoD Civilian Personnel, Appendix A, prescribed by the Department of Defense for travel in Alaska, Hawaii, The Commonwealth of Puerto Rico, and the territories and possessions of the United States; or

(iii) Standardized Regulations, (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem Allowances in Foreign Areas" prescribed by the Department of State, for travel in areas not covered in the travel regulations cited in subparagraphs (b)(1)(i) and (b)(1)(ii) above.

(2) Personnel in travel status from and to the contractor's place of business and designated work site or vice versa, shall be considered to be performing work under the contract, and contractor shall bill such travel time at the straight (regular) time rate; however, such billing shall not exceed eight hours per person for any one person while in travel status during one calendar day.

(c) Per Diem

(1) The contractor shall not be paid per diem for contractor personnel who reside in the metropolitan area in which the tasks are being performed. Per diem shall not be paid on services performed at contractor's home facility and at any facility required by the contract, or at any location within a radius of 50 miles from the contractor's home facility and any facility required by this contract.

(2) Costs for subsistence and lodging shall be paid to the contractor only to the extent that overnight stay is necessary and authorized in writing by the Government for performance of the work under this contract per paragraph (a). When authorized, per diem shall be paid by the contractor to its employees at a rate not to exceed the rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and authorized in writing by the Government. The authorized per diem rate shall be the same as the prevailing locality per diem rate.

(3) Reimbursement to the contractor for per diem shall be limited to payments to employees not to exceed the authorized per diem and as authorized in writing by the Government per paragraph (a). Fractional parts of a day shall be payable on a prorated basis for purposes of billing for per diem charges attributed to subsistence on days of travel. The departure day from the Permanent Duty Station (PDS) and return day to the PDS shall be 75% of the applicable per diem rate. The contractor shall retain supporting documentation for per diem paid to employees as evidence of actual payments, as required by the FAR 52.216-7 "Allowable Cost and Payment" clause of the contract.

(d) Transportation

(1) The contractor shall be paid on the basis of actual amounts paid to the extent that such transportation

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is necessary for the performance of work under the contract and is authorized in writing by the Government per paragraph (a).

(2) The contractor agrees, in the performance of necessary travel, to use the lowest cost mode commensurate with the requirements of the mission and in accordance with good traffic management principles. When it is necessary to use air or rail travel, the contractor agrees to use coach, tourist class or similar accommodations to the extent consistent with the successful and economical accomplishment of the mission for which the travel is being performed. Documentation must be provided to substantiate non-availability of coach or tourist if business or first class is proposed to accomplish travel requirements.

(3) When transportation by privately owned conveyance (POC) is authorized, the contractor shall be paid on a mileage basis not to exceed the applicable Government transportation rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and is authorized in writing by the Government per paragraph (a).

(4) When transportation by privately owned (motor) vehicle (POV) is authorized, required travel of contractor personnel, that is not commuting travel, may be paid to the extent that it exceeds the normal commuting mileage of such employee. When an employee's POV is used for travel between an employee's residence or the Permanent Duty Station and one or more alternate work sites within the local area, the employee shall be paid mileage for the distance that exceeds the employee's commuting distance.

(5) When transportation by a rental automobile, other special conveyance or public conveyance is authorized, the contractor shall be paid the rental and/or hiring charge and operating expenses incurred on official business (if not included in the rental or hiring charge). When the operating expenses are included in the rental or hiring charge, there should be a record of those expenses available to submit with the receipt. Examples of such operating expenses include: hiring charge (bus, streetcar or subway fares), gasoline and oil, parking, and tunnel tolls.

(6) Definitions:

(i) "Permanent Duty Station" (PDS) is the location of the employee's permanent work assignment (i.e., the building or other place where the employee regularly reports for work.

(ii) "Privately Owned Conveyance" (POC) is any transportation mode used for the movement of persons from place to place, other than a Government conveyance or common carrier, including a conveyance loaned for a charge to, or rented at personal expense by, an employee for transportation while on travel when such rental conveyance has not been authorized/approved as a Special Conveyance.

(iii) "Privately Owned (Motor) Vehicle (POV)" is any motor vehicle (including an automobile, light truck, van or pickup truck) owned by, or on a long-term lease (12 or more months) to, an employee or that employee's dependent for the primary purpose of providing personal transportation, that:

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- (a) is self-propelled and licensed to travel on the public highways;
- (b) is designed to carry passengers or goods; and
- (c) has four or more wheels or is a motorcycle or moped.

(iv) "Special Conveyance" is commercially rented or hired vehicles other than a POC and other than those owned or under contract to an agency.

(v) "Public Conveyance" is local public transportation (e.g., bus, streetcar, subway, etc) or taxicab.

(iv) "Residence" is the fixed or permanent domicile of a person that can be reasonably justified as a bona fide residence.

EXAMPLE 1: Employee's one way commuting distance to regular place of work is 7 miles. Employee drives from residence to an alternate work site, a distance of 18 miles. Upon completion of work, employee returns to residence, a distance of 18 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (14 miles). The employee is reimbursed for 22 miles ($18 + 18 - 14 = 22$).

EXAMPLE 2: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives from residence to an alternate work site, a distance of 5 miles. Upon completion of work, employee returns to residence, a distance of 5 miles.

In this case, the employee is not entitled to be reimbursed for the travel performed (10 miles), since the distance traveled is less than the commuting distance (30 miles) to the regular place of work.

EXAMPLE 3: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives to regular place of work. Employee is required to travel to an alternate work site, a distance of 30 miles. Upon completion of work, employee returns to residence, a distance of 15 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (30 miles). The employee is reimbursed for 30 miles ($15 + 30 + 15 - 30 = 30$).

EXAMPLE 4: Employee's one way commuting distance to regular place of work is 12 miles. In the morning the employee drives to an alternate work site (45 miles). In the afternoon the employee returns to the regular place of work (67 miles). After completion of work, employee returns to residence, a distance of 12 miles.

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In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (24 miles). The employee is reimbursed for 100 miles ($45 + 67 + 12 - 24 = 100$).

EXAMPLE 5: Employee's one way commuting distance to regular place of work is 35 miles. Employee drives to the regular place of work (35 miles). Later, the employee drives to alternate work site #1 (50 miles) and then to alternate work site #2 (25 miles). Employee then drives to residence (10 miles).

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal commuting distance (70 miles). The employee is reimbursed for 50 miles ($35 + 50 + 25 + 10 - 70 = 50$).

EXAMPLE 6: Employee's one way commuting distance to regular place of work is 20 miles. Employee drives to the regular place of work (20 miles). Later, the employee drives to alternate work site #1 (10 miles) and then to alternate work site #2 (5 miles). Employee then drives to residence (2 miles).

In this case, the employee is not entitled to be reimbursed for the travel performed (37 miles), since the distance traveled is less than the commuting distance (40 miles) to the regular place of work.

(End of Clause)

NAVSEA 5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)

(a) This task order is incrementally funded with respect to both cost and fee. The amount(s) presently available and allotted to this task order 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 task order 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:

ITEM(S) - CLIN	ALLOTED TO COST	ALLOTED TO FEE	ESTIMATED PERIOD OF PERFORMANCE
7001	\$253,427.91	\$19,007.09	14 June 2018 – 13 June 2019
7002	\$146,306.98	\$10,973.02	14 June 2018 – 13 June 2019
7003			14 June 2018 – 13 June 2019
7004	\$60,465.12	\$4,534.88	14 June 2018 – 13 June 2019
7005	\$94,112.15	\$6,587.85	14 June 2018 – 13 June 2019
7006			14 June 2018 – 13 June 2019
7007			14 June 2018 – 13 June 2019

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(b) The parties contemplate that the Government will allot additional amounts to this task order from time to time for the incrementally funded CLINs/SLINs by unilateral task order 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 cover.

(c) CLINs/SLINs *See table above for funded CLINs 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.

5252.237-9602 CONTRACTOR IDENTIFICATION (MAY 2004)

(a) Contractor employees must be clearly identifiable while on Government property by wearing appropriate badges.

(b) Contractor personnel and their subcontractors must identify themselves as contractors or subcontractors during meetings, telephone conversations, in electronic messages, or correspondence related to this contract.

(c) Contractor-occupied facilities (on Department of the Navy or other Government installations) such as offices, separate rooms, or cubicles must be clearly identified with Contractor supplied signs, name plates or other identification, showing that these are work areas for Contractor or subcontractor personnel.

(End of clause)

5252.237-9603 REQUIRED INFORMATION ASSURANCE AND PERSONNEL SECURITY REQUIREMENTS FOR ACCESSING GOVERNMENT INFORMATION SYSTEMS AND NONPUBLIC INFORMATION (AUG 2011)

- a. Definition. As used in this clause, "sensitive information" includes:
- i. All types and forms of confidential business information, including financial information relating to a contractor's pricing, rates, or costs, and program information relating to current or estimated budgets or schedules;
 - ii. Source selection information, including bid and proposal information as defined in FAR 2.101 and FAR 3.104-4, and other information prohibited from disclosure by the Procurement Integrity Act (41 USC 423);

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- iii. Information properly marked as “business confidential,” “proprietary,” “procurement sensitive,” “source selection sensitive,” or other similar markings;
 - iv. Other information designated as sensitive by the Space and Naval Warfare Systems Command (SPAWAR).

- b. In the performance of the contract, the Contractor may receive or have access to information, including information in Government Information Systems and secure websites. Accessed information may include “sensitive information” or other information not previously made available to the public that would be competitively useful on current or future related procurements.
- c. Contractors are obligated to protect and safeguard from unauthorized disclosure all sensitive information to which they receive access in the performance of the contract, whether the information comes from the Government or from third parties. The Contractor shall—
 - i. Utilize accessed information and limit access to authorized users only for the purposes of performing the services as required by the contract, and not for any other purpose unless authorized;
 - ii. Safeguard accessed information from unauthorized use and disclosure, and not discuss, divulge, or disclose any accessed information to any person or entity except those persons authorized to receive the information as required by the contract or as authorized by Federal statute, law, or regulation;
 - iii. Inform authorized users requiring access in the performance of the contract regarding their obligation to utilize information only for the purposes specified in the contract and to safeguard information from unauthorized use and disclosure.
 - iv. Execute a “Contractor Access to Information Non-Disclosure Agreement,” and obtain and submit to the Contracting Officer a signed “Contractor Employee Access to Information Non-Disclosure Agreement” for each employee prior to assignment;
 - v. Notify the Contracting Officer in writing of any violation of the requirements in (i) through (iv) above as soon as the violation is identified, no later than 24 hours. The notice shall include a description of the violation and the proposed actions to be taken, and shall include the business organization, other entity, or individual to whom the information was divulged.

- d. In the event that the Contractor inadvertently accesses or receives any information marked as “proprietary,” “procurement sensitive,” or “source selection sensitive,” or that, even if not properly marked otherwise indicates the Contractor may not be authorized to access such information, the Contractor shall (i) Notify the Contracting Officer; and (ii) Refrain from any further access until authorized in writing by the Contracting Officer.

- e. The requirements of this clause are in addition to any existing or subsequent Organizational Conflicts of Interest (OCI) requirements which may also be included in the contract, and are in addition to any personnel security or Information Assurance requirements, including Systems Authorization Access Request (SAAR-N), DD Form 2875, Annual Information Assurance (IA) training certificate, SF85P, or other forms that may be required for access to Government Information Systems.

- f. Subcontracts. The Contractor shall insert paragraphs (a) through (f) of this clause in all subcontracts that may require access to sensitive information in the performance of the contract.

- g. Mitigation Plan. If requested by the Contracting Officer, the contractor shall submit, within 45 calendar days following execution of the “Contractor Non-Disclosure Agreement,” a mitigation plan for

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Government approval, which shall be incorporated into the contract. At a minimum, the mitigation plan shall identify the Contractor's plan to implement the requirements of paragraph (c) above and shall include the use of a firewall to separate Contractor personnel requiring access to information in the performance of the contract from other Contractor personnel to ensure that the Contractor does not obtain any unfair competitive advantage with respect to any future Government requirements due to unequal access to information. A "firewall" may consist of organizational and physical separation; facility and workspace access restrictions; information system access restrictions; and other data security measures identified, as appropriate. The Contractor shall respond promptly to all inquiries regarding the mitigation plan. Failure to resolve any outstanding issues or obtain approval of the mitigation plan within 45 calendar days of its submission may result, at a minimum, in rejection of the plan and removal of any system access.

(End of clause)

**5252.242-9518 CONTRACTOR PERFORMANCE ASSESSMENT REPORTING SYSTEM (CPARS)
(NAVAIR) (FEB 2009)**

(a) The Contractor Performance Assessment Reporting System (CPARS) has been established to collect past performance information on defense contractors as required by FAR 42.1502 (Class Deviation 2013-O0018). The frequency and type of CPARS reports (initial, intermediate, final, out-of-cycle, and addendum) shall be as required in the CPARS Policy Guide that is available at: <https://www.cpars.gov/cparsfiles/pdfs/CPARS-Guidance.pdf>.

(b) For orders placed against contracts and agreements the contractor's performance shall be assessed on an order-by-order basis [] or total contract/agreement basis []

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SECTION I CONTRACT CLAUSES

52.232-22	Limitation of Funds	APR 1984
52.251-1	Government Supply Sources	APR 2012
252.246-7006	Warranty Tracking of Serialized Items	MAR 2016
252.246-7008	Sources of Electronic Parts	DEC 2017

52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract 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 five years.

52.222-42 -- Statement of Equivalent Rates for Federal Hires (May 2014)

In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor (29

CFR part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject

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to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION

SCA Category	CODE	Monetary Wage-Fringe Benefit
Computer Systems Analyst	14101	\$27.63
Word Processor III	01613	\$18.13
Accounting Clerk II	01012	\$15.05

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SECTION J LIST OF ATTACHMENTS

CDRL A001 - Program Management Reports, General

CDRL A002 - Cybersecurity Workforce (CSWF) Report

CDRL A003 - Task Order Status Report (TOSR)

CDRL A004 - Task Order Closeout Report

CDRL A005 - Invoice Support Documentation

CDRL A006 - Limitation Notification & Rationale

CDRL A007 - Cost and Milestones Schedule Plan

CDRL A008 - Contractor CPARS Draft Approval Document (CDAD) Report

CDRL A009 - Contract Funds Status Report (CFSR)

CDRL A010 - Quality Documentation

Attachment 1 - DD -254

Attachment 2 revised- Charleston SC and Norfolk VA WD

QASP revised- Quality Assurance Surveillance Plan