

ORDER FOR SUPPLIES OR SERVICES (FINAL)

1. CONTRACT NO. N00178-14-D-7687		2. DELIVERY ORDER NO. N6523619F3041		3. EFFECTIVE DATE 2019 Mar 14		4. PURCH REQUEST NO. 1300688711		5. PRIORITY Unrated	
6. ISSUED BY SPAWAR-NIWC Atlantic (CHRL) P.O. BOX 190022 North Charleston SC 29419-9022 Pamela D Shafer/22220 843-218-6304		CODE N65236		7. ADMINISTERED BY DCMA HAMPTON 2128 Pershing Avenue Fort Eustis VA 23604		CODE S5111A SCD: C		8. DELIVERY FOB DESTINATION OTHER (See Schedule if other)	
9. CONTRACTOR Davis Defense Group 475 Aquia Towne Center, Ste 401 Stafford VA 22554		CODE 3B0Y3		FACILITY		10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input checked="" type="checkbox"/> WOMEN-OWNED	
12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW		13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G		14. SHIP TO See Section D		15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264		16. MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER DELIVERY/ CALL <input checked="" type="checkbox"/> PURCHASE		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract. Reference your _____ furnish the following on terms specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.							
Davis Defense Group		K'Shana Haynie		Director, Contracts & Legal Affairs					
NAME OF CONTRACTOR		SIGNATURE		TYPED NAME AND TITLE		DATE SIGNED (YYYYMMDD)			
If this box is marked, supplier must sign Acceptance and return the following number of copies:									
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule									
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES			20. QUANTITY ORDERED/ACCEPTED *	21. UNIT	22. UNIT PRICE	23. AMOUNT		
	See Schedule								
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA		25. TOTAL		[REDACTED]	
				BY: /s/ [REDACTED]		03/15/2019		26. DIFFERENCES	
				CONTRACTING/ORDERING OFFICER					
27a. QUANTITY IN COLUMN 20 HAS BEEN									
INSPECTED		RECEIVED		ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:					
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE				28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS	
				PARTIAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR	
f. TELEPHONE				g. E-MAIL ADDRESS		FINAL			
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.				31. PAYMENT				34. CHECK NUMBER	
				COMPLETE					
a. DATE		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		PARTIAL				35. BILL OF LADING NO.	
				FULL					
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CON-TAINERS		41. S/R ACCOUNT NUMBER	
								42. S/R VOUCHER NO.	

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GENERAL INFORMATION

DCGS-MC Family of Systems (FoS) life cycle logistics support for services also includes production and technical hardware support for new Command, Control, Communications, Computers, Combat Systems, Intelligence, Surveillance, and Reconnaissance (C5ISR) and information technology (IT) capabilities, maintenance and upgrade of existing C5ISR and IT capabilities, and integration of existing hardware and software capabilities into a consolidated system baseline.

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
7000	R425	Base Funding Source #1 - OMMC (Fund Type - OTHER)	1.0	LO			
700001	R425	ACRN AA PR 1300688711 Cost Code 9RCAN11511QH Funding Doc M9545019RCAN115 Funding Expires 9-30-2019 NWA 100001453685 0010 (Fund Type - OTHER)					
7001	R425	Base Funding source #2 - PMC (PMC)	1.0	LO			
7002	R425	Base Funding Source #3 - RDTE (RDT&E)	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7003		CDRLs Not Separately Priced	1.0	LO			

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7100	R425	OY1 Funding Source #1 - OMMC (Fund Type - OTHER) Option	1.0	LO			
7101	R425	OY1 Funding Source #2 - PMC (PMC) Option	1.0	LO			
7102	R425	OY1 Funding Source #3 - RDTE (RDT&E) Option	1.0	LO			

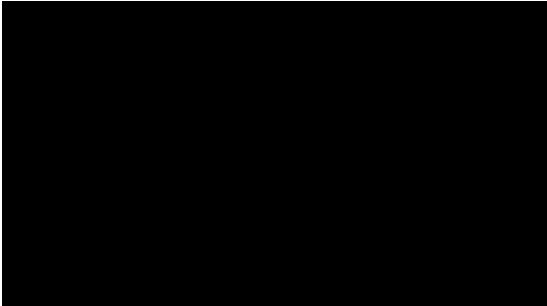
For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7103		CDRLs Not Separately Priced	1.0	LO			

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7200	R425	OY2 Funding Source #1 - OMMC (Fund Type - OTHER) Option	1.0	LO			
7201	R425	OY2 Funding Source #2 - PMC (PMC) Option	1.0	LO			
7202	R425	OY2 Funding Source #3 - RDTE (RDT&E) Option	1.0	LO			



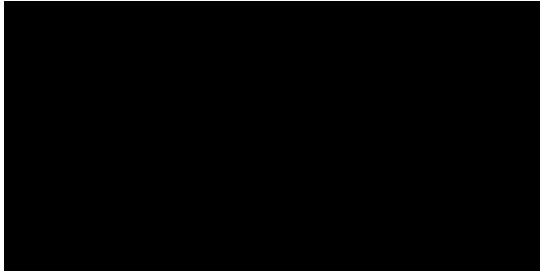
For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7203		CDRLs Not Separately Priced	1.0	LO			



For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7300	R425	OY3 Funding Source #1 - OMMC (Fund Type - OTHER) Option	1.0	LO			
7301	R425	OY3 Funding Source #2 - PMC (PMC) Option	1.0	LO			
7302	R425	OY3 Funding Source #3 - RDTE (RDT&E) Option	1.0	LO			



For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7303		CDRLs Not Separately Priced	1.0	LO			



For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7400	R425	OY4 Funding Source #1 - OMMC (Fund Type - OTHER) Option	1.0	LO			
7401	R425	OY4 Funding Source #2 - PMC (PMC) Option	1.0	LO			
7402	R425	OY4 Funding Source #3 - RDTE (RDT&E) Option	1.0	LO			



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For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7403		CDRLs Not Separately Priced	1.0	LO			■

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R425	Funding Source #1 ODC in support of CLIN 7000 (Fund Type - OTHER)	1.0	LO	
9001	R425	Funding Source #2 ODC in support of CLIN 7001 (PMC)	1.0	LO	
9002	R425	Funding Source #3 ODC in support of CLIN 7002 (RDT&E)	1.0	LO	
9100	R425	Funding Source #1 ODC in support of CLIN 7100 (Fund Type - OTHER) Option	1.0	LO	
9101	R425	Funding Source #2 ODC in support of CLIN 7101 (PMC) Option	1.0	LO	
9102	R425	Funding Source #3 ODC in support of CLIN 7102 (RDT&E) Option	1.0	LO	
9200	R425	Funding Source #1 ODC in support of CLIN 7200 (Fund Type - OTHER) Option	1.0	LO	
9201	R425	Funding Source #2 ODC in support of CLIN 7201 (PMC) Option	1.0	LO	
9202	R425	Funding Source #3 ODC in support of CLIN 7202 (RDT&E) Option	1.0	LO	
9300	R425	Funding Source #1 ODC in support of CLIN 7300 (Fund Type - OTHER) Option	1.0	LO	
9301	R425	Funding Source #2 ODC in support of CLIN 7301 (PMC) Option	1.0	LO	
9302	R425	Funding Source #3 ODC in support of CLIN 7302 (RDT&E) Option	1.0	LO	
9400	R425	Funding Source #1 ODC in support of CLIN 7400 (Fund Type - OTHER) Option	1.0	LO	
9401	R425	Funding Source #2 ODC in support of CLIN 7401 (RDT&E) Option	1.0	LO	
9402	R425	Funding Source #3 ODC in support of CLIN 7402 (RDT&E)	1.0	LO	

Item PSC Supplies/Services
Option

Qty Unit Est. Cost

ADDITIONAL SLINS

Additional SLINs will be unilaterally created by the Contracting Officer during performance of this Task Order to accommodate the funding lines that will be provided under this Order.

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

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

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this contract entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE", (FAR 52.216-10), as applicable. Such payments shall be submitted by and payable to the Contractor pursuant to the clause of this contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable, and shall be paid fee at the hourly rate(s) specified in the table below per man-hour performed and invoiced.

Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract.

Year	CLIN	Fixed Fee	Hours	Fee per Direct Labor Hour
Base	7000	██████████	8,768	██████
Base	7001	██████████	9,728	██████
Base	7002	██████████	8,576	██████
Option 1	7100	██████████	8,768	██████
Option 1	7101	██████████	9,728	██████
Option 1	7102	██████████	8,576	██████
Option 2	7200	██████████	8,368	██████
Option 2	7201	██████████	9,992	██████

Option 2	7202	██████████	8,712	██████████
Option 3	7300	██████████	8,384	██████████
Option 3	7301	██████████	11,264	██████████
Option 3	7302	██████████	7,424	██████████
Option 4	7400	██████████	9,344	██████████
Option 4	7401	██████████	10,304	██████████
Option 4	7402	██████████	7,424	██████████

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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: DCGS-MC Geospatial and All-Source Intelligence Logistics Support Services

1.0 PURPOSE

1.1 SCOPE

The scope of this PWS includes the inherently non-governmental services required to provide full DCGS-MC Family of Systems (FoS) life cycle logistics support to Space and Naval Warfare Systems Center Atlantic (SPAWARSYSCEN Atlantic), to include but not limited to material procurement assistance, material fielding of new equipment to US Marine Corps units, transportability assessments of proposed systems, reliability and sustainability engineering support to both new and previously fielded systems, technical writing, and supply support. The scope of this PWS also includes production and technical hardware support for new Command, Control, Communications, Computers, Combat Systems, Intelligence, Surveillance, and Reconnaissance (C5ISR) and information technology (IT) capabilities, maintenance and upgrade of existing C5ISR and IT capabilities, and integration of existing hardware and software capabilities into a consolidated system baseline.

NOTE: Work will not be performed in Iraq or Afghanistan.

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 Band Section G.

1.2 BACKGROUND

Distributed Common Ground/Surface System – Marine Corps (DCGS-MC), in compliance with the (FoS) concept, is a Service-level effort to migrate select United States Marine Corps (USMC) Intelligence, Surveillance, and Reconnaissance (ISR) processing and exploitation capabilities into a single integrated hardware and software baseline. The end system will consist of scalable, functional capability sets providing All-Source and Geospatial Intelligence (GEOINT) processing, exploitation, and dissemination capability to support USMC intelligence analysts across the Marine Air-Ground Task Force (MAGTF), with the goals of increasing the discoverability, accessibility, and comprehension of organic and internal ISR data through a scalable and standards-based system architecture.

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2.0 PLACE(S) OF PERFORMANCE

The contractor shall provide support at the following location:

- a. *Contractor Facility*
- b. *SPAWARSYSCEN Atlantic, Charleston Facility*

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. For task orders with Government Property, the contractor's facility shall include physical security to protect Government assets as identified in Para10.0. The contractor's facility space shall include offices and conference rooms.

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.

3.1 PROGRAM MANAGEMENT (OMMC, PMC, RDTE)

3.1.1 Program Management Practices

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The contractor shall establish and maintain program management practices throughout the period of performance. Program management practices shall provide visibility into the contractor's organization and techniques used in managing the tasking in this Task Order, specifically subcontractor and data management. Documentation shall be readily available to Government Representative(s).

3.1.2 Project Kick-Off

The contractor shall conduct a Project Kick-off Meeting at the contractor facility within 30 days after Task Order acceptance. The purpose of the Kick-off Meeting is for the contractor to review and demonstrate to SPAWARSYSCEN Atlantic the management procedures and to establish schedule dates for near-term critical meetings/actions. The Contractor Team Lead shall present management, key personnel, and program implementation processes.

3.1.4 Assignment of Responsibility and Authority

The contractor shall identify the organizational elements responsible for the conduct of the activities in this Task Order. Contractor responsibilities shall be assigned and clear lines of authority defined for determining and controlling the resources necessary to satisfy each element of this Task Order.

3.1.4.1 Team Lead

The contractor shall identify a Team Lead responsible for overall work being accomplished; the Team Lead shall work with the Government Project Lead and the COR, as applicable on all matters related to the activities on this Task Order. The Contractor Team Lead shall collaborate with Government Project Lead to develop and maintain a detailed work plan to include specific tasks, assignments, milestones, and schedules. The Contractor Team Lead shall be responsible for ensuring all deliverables and requirements are satisfied on time and within budget.

3.1.5 Personnel Roster

The contractor shall provide a roster of personnel that includes name, job title, electronic mail address, and telephone numbers for each person supporting this Task Order. The contractor personnel roster shall be provided to SPAWARSYSCEN Atlantic as part of the monthly Task Order Status Report (TOSR) (CDRL A001).

3.1.6 Programmatic Documentation

The contractor shall provide input to programmatic documentation as required to include: program schedule, program briefing material, and life cycle cost data.

3.1.7 Financial Reporting

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The contractor shall continuously monitor the status of funding received in support of this Task Order and provide the status of funding required and received in a monthly Contract Funds Status Report (CDRL A002).

3.1.8 Meetings, Formal Reviews, Conferences and Audits

3.1.8.1 Integrated Product Team (IPT) Management

The contractor shall, as required, participate in SPAWARSSYSCEN Atlantic directed IPTs and associated meetings.

3.1.8.2 Program Reviews

The contractor shall, as required, participate in technical and programmatic reviews, meetings and conferences.

3.1.8.3 Meeting Minutes/Action Items

The contractor shall keep a record of all action items assigned from meetings, teleconferences, and electronic mail messages, and report on action items as required.

3.1.8.4 Trip Report

The contractor shall provide a Trip Report for each travel occurrence no later than five working days after return from travel. (CDRL A003) The Trip Report shall provide details on: individual(s) traveling; dates of travel; destination(s); purpose(s) of trip; summary of attended events, meetings, and activities; resulting action items for the traveling individual(s); and comments or concerns of the individual(s).

3.1.9 Risk Management

The contractor shall support Risk Management Board Meetings and operations as required, when requested by the Government.

3.2 INTEGRATED PRODUCT SUPPORT (IPS) (OMMC, PMC, RDTE)

3.2.1 Life Cycle Logistics Support

The contractor shall assist in planning and conducting an Integrated Logistics Support (ILS) Program, which shall govern the management of the ILS effort. The ILS effort shall be conducted as an integral part of the development and integration process. The contractor shall be able to apply engineering and

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analytical disciplines required to implement life cycle logistics as a multi-functional technical management discipline associated with the design, development, test, production, fielding, sustainment, and improvement modifications of cost effective systems that achieve the warfighter's peacetime and wartime readiness requirements. The principal objective of life cycle logistics is to ensure that support considerations are an integral part of the system's design requirements, that the system can be cost-effectively supported through the life cycle, and that the research and development facilities and infrastructure elements necessary to the design, development, initial fielding, and operational support of the system are identified, developed, acquired, and supported.

3.2.2 Fielding

The contractor shall provide fielding support in accordance with the program Fielding Plans. The contractor shall participate in fielding coordination meetings and conferences.

3.2.2.1 Fielding Plan

The contractor shall assist in the development of Fielding Plans and Intent-to-Field Messages.

3.2.2.2 Material Fielding Team

The contractor shall provide appropriate manpower to the Material Fielding Team (MFT) to assist with on-site inventory, equipment configuration, and initial system startups.

3.2.2.3 New Equipment Training (NET)

The contractor shall assist with equipment and classroom setup for New Equipment Training (NET).

3.2.3 Logistics Demonstration (Log Demo)

The contractor shall assist in planning and participate in all Log Demos to identify any needed improvements to materiel design for improved supportability and reduced life cycle cost. The contractor shall perform work necessary to develop, fabricate, and deliver. The demonstration will be performed to evaluate the achievement of maintainability, system safety, fault diagnosis and calibration procedures, as well as maintenance tasks and procedures.

3.2.3.1 Logistics Demonstration Plan

The contractor shall develop and submit a joint Log Demo Plan. The Log Demo Plan shall contain the Program Manager, Intelligence Systems (PMIS) and SPAWARSYSCEN Atlantic cooperative plans and

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procedures for a combined demonstration of the logistical supportability of the system. The Log Demo Plan shall contain a statement of demonstration. (CDRL A004)

3.2.3.2 Logistics Demonstration Test Report

The contractor shall develop and submit a Log Demo Test Report documenting the results of the Log Demo. The contractor shall provide a quick look report immediately following the Log Demo in addition to the official final Log Demo Test Report. (CDRL A005)

3.2.3.3 Supportability Recommendations

The contractor shall make recommendations for any needed improvements to materiel design for improved supportability and reduced life cycle cost.

3.2.4 Environmental, Safety and Occupational Health (ESOH)

The contractor shall identify and evaluate environmental, safety, and health hazards; define risk levels; and assist in managing the probability and severity of all hazards associated with development, use, and disposal of the system.

3.2.4.1 Programmatic Environmental, Safety and Occupational Health Evaluation (PESHE)

The contractor shall assist with documenting the results of Environmental, Safety and Occupational Health (ESOH) data analyses produced from executing the ESOH planning described in the program's Systems Engineering Plan (SEP). When necessary, the contractor shall assist with the development of ESOH Risk Matrices (for hardware and software) used by the program with definitions for severity categories, probability levels, risk levels, and risk acceptance authorities, hazardous materials management data including data on hazardous wastes and pollutants associated with the system, and environmental impact information, not included in the hazard data or hazardous materials management data, but needed to support installation and range analyses.

3.2.5 Support Equipment

The contractor shall be familiar with support equipment, which is defined as tools, test equipment, automatic test equipment (ATE), and Built-in Test/Built-in Test Equipment BIT/BITE. Items currently in the Marine Corps inventory shall be used to the maximum extent practical to satisfy the requirements.

3.2.5.1 Fault Diagnosis and Calibration Procedures

The contractor shall confirm fault diagnosis procedures and testability using BIT/BITE, ATE and/or software programs, and external Test, Measurement & Diagnostic Equipment (TMDE).

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3.2.5.2 Maintenance Tasks and Procedures

The contractor shall confirm the calibration procedures, maintenance tasks and repair/replacement procedures through the removal and replacement of the component parts for the system, system TMDE, and other tools & support equipment.

3.2.6 Technical Writing and Publications

The contractor shall provide input to programmatic documentation as required.

3.2.6.1 Technical Writing Support

The contractor shall provide technical writing support to edit technical documentation, to include but not limited to program briefs, Test Plans, Test Reports, Technical Manuals (TM), Technical Instructions (TI), Modification Instructions (MI), Supply Instructions (SI), Stock Lists (SL-3), System Users Manuals (SUM), and System Administrators Manuals (SAM) in accordance with MCO P5215.17, MIL-I-28947C, MIL-PRF-32216A, MIL-PRF-85337, MIL-STD-38787A, and SG-1A.

3.2.6.2 Technical Publications

The contractor shall evaluate technical publications for style, format, utility, and provide recommendations to resolve deficiencies.

3.2.6.2.1 Technical Publication Reviews

The contractor shall participate in technical publication reviews associated with the DCGS-MC systems, subsystems and components. For technical publication reviews, the contractor shall assist in coordinating and conducting an Independent Verification and Validation (IV&V) event with the expectation that corrections to technical documentation will be made on-the-spot. The contractor shall coordinate with the government to ensure appropriate SME representation for the IV&V event. A Validation Report (CDRL A006) and all document redlines shall be provided to the government after each event.

3.2.6.2.2 Technical Manuals

The contractor shall assist with completion of technical manuals as needed. Technical Manuals shall be prepared in accordance with MIL-DTL-28999C(MC), MIL-STD-38784A, MCO P5215.17, MCSC Memorandum 4105 LOG of 12 November 2003, and SG-1A.

3.2.6.2.3 Quick Reference Guide (QRG)

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The contractor shall assist with development of Quick Reference Guide (QRG) for use by contractor and Marine Corps maintenance personnel.

3.2.6.2.4 Stocklist (SL-3)

The contractor shall prepare SL-3 Components Lists as required. Draft SL-3s shall be delivered within 30 days of request; SL-3s shall be prepared in accordance with MIL-DTL-28999C(MC), MIL-STD-38784A, MCO P5215.17, MCSC Memorandum 4105 LOG.

3.2.6.3 Publication Control Numbers (PCN)

The contractor shall coordinate with project Equipment Specialists (ES) for the request of PCN and other necessary information for the documenting of DCGS-MC systems.

3.2.6.4 Technical Data Packages

The contractor shall assist with the assembly and review of technical data packages for consistency, format, etc. The package shall be assembled in accordance with MIL-STD-31000A.

3.2.6.5 Drawings and Illustrations

The contractor shall verify that all illustrations used in publications match actual equipment configuration as well as proper sequencing for disassembly and assembly procedures in accordance with MIL-I-28947C. When necessary, the contractor shall also coordinate with the project mechanical engineer to request updates to system drawings and illustrations.

3.2.6.6 Meeting Technical Writing Support

The contractor shall assist with taking meeting notes and brief development as necessary.

3.2.7 Transportability Program

The contractor shall assist in implementing a transportability program in accordance with MIL-STD-1366E which shall address the inherent capability of an item to be moved by towing, self-propulsion, or carrier, via railway, highway, waterway, pipeline, ocean, airway.

3.2.7.1 Transportability Assessments

The contractor shall assist in the coordination and execution of Transportability Assessments in accordance with MIL-STD-1366E.

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3.2.8 Item Unique Identification (IUID) Support

The contractor shall be knowledgeable of military marking procedures as defined in DoDI 8320.4, MIL-STD-129 and MIL-STD-130.

3.2.8.1 IUID Execution

The contractor shall maintain the capability to review and verify appropriate use of IUID markings.

3.2.8.2 Unique Item Identifier (UII)

The contractor will provide technical support in managing Unique Item Identifier (UII) uploads to DoD IUID databases, label manufacturing, printing, and procurement.

3.2.8.3 DoD IUID Registry

The contractor shall obtain access to the DoD IUID registry and be capable of uploading IUID information for hardware end items.

3.2.9 Product Support Management.

The contractor shall identify, analyze, assess, and document the IPS cost and performance requirements for DCGS-MC systems and equipment. The contractor shall assist in the preparation, development and fielding of IPS products necessary to support fielding and life cycle sustainment which contribute to lowering the DCGS-MC systems' Total Ownership Cost (TOC).

3.2.9.1 Life Cycle Cost Estimate (LCCE)

The contractor shall, if required, create or update a LCCE in accordance with DoD Instruction 5000.73. (CDRL A007)

3.3 RELIABILITY AND SUSTAINABILITY ENGINEERING SUPPORT (OMMC, PMC)

3.3.1 Reliability Program

The contractor shall assist DCGS-MC IPT in maintaining a comprehensive Reliability Program to ensure all systems meet the reliability standards set forth in the Performance Specification. The design shall be monitored throughout the entire period of performance to identify and assess performance.

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3.3.1.1 Reliability Centered Maintenance (RCM)

The contractor shall be NAVSEA RCM Level Two (Classic RCM) and NAVSEA RCM Level One (Backfit RCM) certified and be familiar with DoD Manual 4151.22-M, MIL-STD-3034 and S9081-AB-GIB-010.

3.3.1.2 RCM Analysis

The contractor shall prepare an RCM Analysis. (CDRL A008)

3.3.1.3 Failure Reporting and Corrective Action System (FRACAS)

The contractor shall develop and deliver to the Government on a quarterly basis a Failure Reporting and Corrective Action System (FRACAS) Report (CDRL A009)

3.3.1.4 RCM-Based Preventative Maintenance Program

If not already in place, the contractor shall develop and maintain an RCM-based preventative maintenance program for the DCGS-MC IPT in accordance with appropriate MIL-STDs and other DoD guidance.

3.3.2 Predictive Analysis

The contractor will conduct visual non-destructive inspections on project systems, sub-systems, and parts to detect potential failure conditions or signs of impending failure. The contractor may use a P-F (P is the potential failure condition, while F is the functional failure) curve as a means to visually depict the system, sub-system, or part's age (x-axis) and resistance to failure (y-axis).

3.3.2.1 Pre-Planned Product Improvement (P3I)

The contractor shall identify needed improvements to materiel design for improved supportability and reduced life cycle cost.

3.3.3 Maintenance Planning

The contractor shall assist in executing a tailored Maintainability Program to ensure the system meets supportability and sustainment goals and objectives.

3.3.3.1 Product Support Analysis (PSA)

When required, the contractor shall perform the various techniques described in MIL-HDBK-502A for the wide range of analyses within the Product Support Analysis (PSA). Data captured from the PSA

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shall be presented as Logistics Product Data (LPD) in accordance with industry standard SAE-GEIA-STD-0007.

3.3.3.2 Maintainability Demonstration (M-Demo)

The contractor shall assist in demonstrating that the product design has achieved all maintainability goals and shall identify any supportability deficiencies.

3.3.3.3 Failure Mode, Effects and Criticality Analysis (FMECA)

The contractor shall prepare a FMECA for each DCGS-MC system as required. (CDRL A010)

3.3.3.4 Maintenance Task list (MTL)

The contractor shall prepare an MTL using inherent equipment preventive and corrective maintenance task data, results of the Failure Mode, Effects and Criticality Analysis (FMECA), and results of the RCM analysis for each DCGS-MC system as required. (CDRL A011)

3.3.3.6 Fault Tree Analysis (FTA)

The contractor shall prepare FTA. (CDRL A012)

3.3.3.7 Level of Repair Analysis (LORA)

The contractor shall examine the Military Occupational Skill (MOS) skill-set(s) and conduct a comparative non-economic analysis against the Maintenance Task Analysis (MTA). The contractor shall make recommendations identifying tasks to be performed by the Operator/Crew versus Field and Sustainment Levels of Maintenance (LOM) along with supporting roles. (CDRL A013)

3.3.3.8 Source of Repair Analysis (SORA)

The contractor shall prepare a SORA for each DCGS-MC system as required. (CDRL A014)

3.3.3.9 Depot Source of Repair (DSOR) Analysis

The contractor shall prepare a DSOR Analysis for each DCGS-MC system as required. (CDRL A015)

3.3.4 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Support

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3.3.4.1 The contractor shall assist the government in developing, implementing, and maintaining a DMSMS program to track obsolescence of system parts.

3.3.4.2 The contractor shall develop and deliver to the Government on a quarterly basis a Diminishing Manufacturing Sources and Material Shortages Report for each DCGS-MC system. (CDRL A016).

3.4 MANPOWER, PERSONNEL & TRAINING (MP&T) SUPPORT (OMMC, PMC, RDTE)

3.4.1 Manpower, Personnel & Training Analysis

The contractor shall be prepared to conduct MP&T tasks as required.

3.4.1.1 MP&T Plan (MPTP)

The contractor shall produce a Manpower, Personnel, and Training Plan (CDRL A017) incorporating the Job Task Analysis (JTA) (CDRL A018), Maintenance Task Analysis (MTA) (CDRL A019), and Manpower, Personnel, and Training Analysis Report (CDRL A020). The contractor shall include the skills and characteristics necessary for the operators, maintainers, and support personnel to execute all anticipated missions and tasks, and the number of personnel and the various combinations of skills and characteristics required. The contractor shall define the training process and capabilities required to ensure that those skills and characteristics can be developed and maintained.

3.4.1.2 Job Task Analysis (JTA)

The contractor shall produce a Job Task Analysis (CDRL A018). The JTA results should be coordinated with training material, approaches, and methods. The contractor shall translate job task performance requirements and associated workload into the number and mix of military and DoD civilian manpower support necessary to operate, maintain and provide training for the system.

3.4.1.2.1 System Manning

The contractor shall provide a detailed description of the system manning including each position, rank, rating, and aggregate workload (hours busy) to complete the system mission. The contractor shall identify functions and tasks assigned to each position, including associated workload.

3.4.1.2.2 Key System Attributes (KSA)

The contractor shall describe tasks to be performed, work loading (hours per week), and the KSA required to perform each function.

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3.4.1.3 Maintenance Task Analysis

The contractor shall produce a Maintenance Task Analysis (MTA) (CDRL A019) based upon the MTL (CDRL A011). The contractor shall identify all Tools and Test Equipment (T&TE) and consumables required to maintain the system, detail step-by-step procedures, and calculate the Mean-Time-To-Repair (MTTR) for each task. The MTA results should be coordinated with training material, approaches, and methods.

3.4.1.3.1 Critical Tasks

The contractor shall identify and document critical tasks for operators, maintainers, and support personnel. Tasks with a direct impact on, or correlation to, total system performance must be identified. Frequently completed/performed tasks and those with a large manpower component shall also be included.

3.4.1.4 MP&T Analysis Report (MAR)

The contractor shall produce a Manpower, Personnel, and Training Analysis Report (CDRL A020).

3.4.1.5 Workload Analysis

The contractor shall conduct a Workload Analysis (CDRL A021) from the tasks identified in the JTA (CDRL A018) and MTA (CDRL A019) to validate the suitability of the projected number of personnel and composition to perform required missions, maintain systems and/or equipment, and provide necessary technical, engineering, logistical, and administrative support. The contractor shall evaluate the workload of representative scenario(s) places on the planned operators, maintainers, and other support personnel. This evaluation should include all tasks or approximations thereof. The analysis results shall be coordinated with program manpower estimates.

3.4.1.6 Determination Tool

The contractor shall support MP&T and the completion of a MP&T Analysis Determination Tool.

3.5 MATERIAL PROCUREMENT SUPPORT (OMMC, PMC, RDTE)

3.5.1 Purchase Requisition Support

The contractor shall provide support for the ordering and requisitioning of hardware and software items. This support shall include conducting market research, drafting government procurement requests (PR), submitting associated procurement documentation to the government Material Procurement Specialist,

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and tracking all material procurements through receipt.

3.5.2 Receipt Inspection

The contractor shall perform receipt inspection of incoming material to ensure it conforms to the quality and specifications of the procurement and engineering documents.

3.6 SUPPLY SUPPORT (OMMC, PMC, RDTE)

3.6.1 Provisioning

The contractor shall be knowledgeable of the US Marine Corps Provisioning Process.

3.6.1.1 Provisioning Parts List

The contractor shall assist the government in the preparation of Provisioning Parts Lists (PPL) utilizing existing Provisioning Technical Documentation (PTD) and computer resources such as the Defense Logistics Agency (DLA) Federal Logistics Information Services (FLIS).

3.6.1.1.1 Supplementary Provisioning Technical Documentation (SPTD)

The contractor shall document the provisioning of parts utilizing the Marine Interactive Computer-Aided Provisioning System (MICAPS) and use SPTD to describe the parts and equipment. The SPTD shall consist of data such as specifications, standards, drawings, photographs, sketches, descriptions, and necessary assembly, interface, and general arrangement drawings, schematic diagrams, wiring and cable diagrams necessary to indicate the physical characteristics, location, and/or function of an item. The contractor shall provide SPTD for the first occurrence of each part listed in the PPL, as required. Logistics Product Data shall be in accordance with industry standard SAE-GEIA-STD-0007.

3.6.2 Warranty Tracking

The contractor shall develop, maintain, update and manage a warranty matrix (CDRL A022) covering information to support the maintenance of systems and subsystem components.

3.6.2.1 Warranty Information

The contractor shall provide warranty information to DCGS-MC IPT programs in support of maintenance planning efforts. Each warranted item shall be indexed and identified by serial number, model or part number, and date of acceptance by government.

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3.6.3 Databases

The contractor shall monitor all databases used by DCGS-MC FoS throughout the period of performance to identify and assess any changes which would impact product data, sustainment planning, maintenance planning, and sustainment execution derived from maintenance and supply support strategies.

3.6.4 Packaging, Handling, Storage & Transportation (PHS&T) Support

The contractor shall be responsible for the preservation and packaging of materials as required.

3.6.4.1 Packaging & Handling

The contractor shall prepare items for shipments in accordance with applicable DoD regulations and MIL-STDs, including MCO P4400.150 and MIL-STD-2073-1E(1). As a handling performance standard, the contractor shall be capable of lifting a 37 lb. object from the floor and place it on a surface not greater than 5 ft above the floor.

3.6.4.2 Material Storage

The contractor shall be capable of managing material inventories utilizing a government provided inventory tracking and management system.

3.6.4.2.1 CMPRO and Material Management Processes/Procedures

Prior knowledge of Professional Systems Associates, Inc. (PSA) CMPRO software and SPAWARSYSCEN Atlantic Material Management Processes and Procedures for inventory tracking and management is preferred, but the contractor shall have prior experience with inventory tracking, management and warehousing industry best practices.

3.6.4.2.2 Warehousing

The contractor shall for all warehoused items be serially managed in accordance with DoDI 4151.19.

3.6.4.3 Transportation Support

The contractor shall assist with the creation and tracking of Government Transportation Requests (GTR) for the movement of material and equipment. The contractor shall manage a government provided transportation/shipping tracker for all material and system movements. Within the transportation/shipping tracker, the contractor shall manage all pre-defined data fields required by the government.

.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 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 and Marine Corps 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 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.

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4.2.2 DoN Application and Database Management System (DADMS)

The contractor shall coordinate with the DCGS-MC DADMS Manager to 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.

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5.3 CONTRACTOR MONITORING AND MAINTENANCE

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 A001) 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 A001 Attachment 1 of Exhibit A), Personnel Listing (CDRL A001 Attachment 2 of Exhibit A), and Government-furnished property (GFP) Template (CDRL A001 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

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The contractor shall develop a Task Order Closeout Report (CDRL A023) 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) 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/](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 A024) 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

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Acquisition Procedures (SAP) threshold, the contractor shall monitor the following labor rates as part of the monthly TOSR (see CDRL A001 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) Attachment 1.

(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 \$200.00/hour and the individual’s rate was not disclosed in pre-award of the task order, the contractor shall send notice and rationale (CDRL A025) 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 %, the contractor shall send notice and rationale (CDRL A025) 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 A025) 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, Attachment 1.

5.4 CONTRACTOR PERFORMANCE MANAGEMENT

Contractor performance standards and requirements are outlined in the task order QASP, Attachment 1. 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 A026) submitted 10 days after task order award and CPARS Draft Approval Document (CDAD) Report (CDRL A027) 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) does not exceeding \$20M and does not lend itself to meaningful EVM information.

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:

CDRL #	Deliverable Title	PWS Reference Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A001	Task Order Status Report (TOSR)	3.1.5 5.3.1.1 5.3.1.1 (a) 5.3.1.5 8.1.2 8.2.3.1 15.2	MTHLY	30 DATO and monthly on the 10th	UNCLASS
A002	Contract Funds Status Report	3.1.7	MTHLY	30 DATO and monthly on the 10th	UNCLASS
A003	Trip Report	3.1.8.4	ASREQ	NLT 5 working days after return from travel	UNCLASS
A023	Task Order Closeout Report	5.3.1.2	1TIME	NLT 30 days after completion date	UNCLASS

CDRL #	Deliverable Title	PWS Reference Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A024	Invoice Support Documentation	5.3.1.4	ASREQ	Within 24 hrs from request	UNCLASS
A025	Limitation Notification & Rationale	5.3.1.5 (a) 5.3.1.5 (b) 5.3.1.6	ASREQ	Within 24 hrs from occurrence	UNCLASS
A026	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	UNCLASS
A027	Contractor CPARS Draft Approval Document (CDAD) Report	5.4	MTHLY	30 DATO and monthly on the 10 th	UNCLASS
A028	Cybersecurity Workforce Report (CSWF)	8.2.3.1	MTHLY	30 DATO and monthly on the 10 th	UNCLASS
A029	OCONUS Deployment Package	11.1 11.2.1	1TIME	NLT 30 days prior to travel	UNCLASS

6.1.2 Technical CDRL

The following table lists all required technical data deliverables, (CDRLs), applicable to this task order:

CDRL #	Deliverable Title	PWS Ref Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A004	Logistics Demonstration Plan	3.2.3.1	ASREQ	Within 15 days from request	UNCLASS

CDRL #	Deliverable Title	PWS Ref Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A005	Logistics Demonstration Test Report and Quick Look Report	3.2.3.2	ASREQ	Within 5 working days from completion of LOG DEMO	UNCLASS
A006	Validation Report	3.2.6.2.1	ASREQ	Within 5 working days from completion of VAL/VER	UNCLASS
A007	Life Cycle Cost Estimate (LCCE)	3.2.9.1	ASREQ	Within 90 days from request	UNCLASS
A008	Reliability Centered Maintenance (RCM) Analysis	3.3.1.2	ONE/R	NLT 30 days from completion of FMECA; revision NLT 7 days after receipt of GOV review	UNCLASS
A009	Failure Reporting and Corrective Action System (FRACAS)	3.3.1.3	QRTLY	45 days after completion of the FY quarter	UNCLASS
A010	Failure Mode, Effects and Criticality Analysis (FMECA)	3.3.3.3	One time with revisions (ONE/R)	NLT 60 days from start of TO; revision NLT 7 days after receipt of GOV review	UNCLASS
A011	Maintenance Task List (MTL)	3.3.3.4 3.4.1.3	One time with revisions (ONE/R)	90 days after program receives Acq MS B decision, and revised as necessary	UNCLASS
A012	Fault Tree Analysis (FTA)	3.3.3.6	ASREQ	Within 15 days from request	UNCLASS
A013	Level of Repair Analysis (LORA)	3.3.3.7	ASREQ	Within 30 days from	UNCLASS

CDRL #	Deliverable Title	PWS Ref Para	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
				request	
A014	Source of Repair Analysis (SORA)	3.3.3.8	ASREQ	Within 10 days from request	UNCLASS
A015	Depot Source of Repair (DSOR) Analysis	3.3.3.9	ASREQ	Within 10 days from request	UNCLASS
A016	Diminishing Manufacturing Sources and Material Shortages (DMSMS) Report	3.3.4.2	QRTLY	45 days after completion of the FY quarter	UNCLASS
A017	Manpower, Personnel & Training Plan (MPTP)	3.4.1.1	ASREQ	Within 45 days from request	UNCLASS
A018	Job Task Analysis (JTA)	3.4.1.1 3.4.1.2 3.4.1.5	ASREQ	Within 90 days from request	UNCLASS
A019	Maintenance Task Analysis (MTA)	3.4.1.1 3.4.1.3 3.4.1.5	ASREQ	Within 45 days from request	UNCLASS
A020	MP&T Analysis Report (MAR)	3.4.1.1 3.4.1.4	ASREQ	Within 180 days from request	UNCLASS
A021	Workload Analysis	3.4.1.5	ASREQ	Within 45 days from request	UNCLASS
A022	Warranty Matrix	3.6.2	ASREQ	NLT 7 days after material delivery	UNCLASS

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 SPAWARSCEN Atlantic corporate standard software configuration as specified below. Contractor shall conform to SPAWARSCEN 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 (DOCX, DOC)
b.	Technical Publishing	Microsoft Publisher (PUB)
c.	Spreadsheet/Graphics	Microsoft Excel (XLSX, XLS)
d.	Presentations	Microsoft PowerPoint (PPTX, PPT)
e.	2-D Drawings/ Graphics/Schematics (new data products)	Vector (CGM/SVG)
f.	2-D Drawings/ Graphics/Schematics (existing data products)	Raster (CALs Type I, TIFF/BMP, JPEG, PNG)
g.	Scheduling	Microsoft Project (MPP)
h.	Computer Aid Design (CAD) Drawings	AutoCAD (DWG)
i.	Flow Charts	Microsoft Visio (VSDX, VSD)
j.	Inventory reports	Adobe Acrobat (PDF)

6.3 INFORMATION SYSTEM

6.3.1 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.

6.3.2 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).

6.3.2.1 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:

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- (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 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:

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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.

6.3.2.2 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

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

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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.

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. The Government will allow post-award Top Secret Facility Clearance investigation and approval for offerors to meet the requirement for a TOP Secret FCL in place within sixty (60) days after task order award.

8.1.1.1 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. The contractor shall not generate any SCI deliverables.

8.1.1.2

This contract allows for various levels of security to support specific PWS tasks. The following table outlines the minimum required security clearance per task. The contractor shall provide personnel meeting the specific minimum personnel clearance (PCL) to support the PWS tasks listed below

Required Security Clearance	PWS Task Paragraph
Top Secret/SCI	3.2.2, 3.2.2.2, 3.2.2.3

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 A001).

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 SPAWARSYSCEN Atlantic information. *Cost to meet these security requirements is not directly chargeable to task order.*

<i>Billets that Require TS/SCI</i>
<i>SME 1</i>
<i>LOG 1</i>
<i>LOG 2</i>

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 SPAWARSYSCEN Atlantic facilities, projects, and/or programs. If an individual who has been

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submitted for a fitness determination or security clearance is "denied," receives an "Interim Declination," or unfavorable fingerprint, the contractor shall remove the individual from SPAWARSYSCEN 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

All personnel associated with this task order shall possess a SECRET personnel security clearance (PCL). On a case-by case basis, Top Secret (TS) clearances are eligible for access to Sensitive Compartmented Information (SCI). 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 SPAWARSYSCEN Atlantic security regulations. The contractor shall immediately report any security violation to the SPAWARSYSCEN Atlantic Security Management Office, the COR, and Government Project Manager.

8.2.2 Access Control of Contractor Personnel

8.2.2.1 Physical Access to Government Facilities and Installations

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

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(CAC) each time physical installation access is required. Contractor shall contact SPAWARSSYSCEN 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:

(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 SPAWARSSYSCEN 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.

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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 SPAWARSSYSCEN 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 SPAWARSSYSCEN 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 SPAWARSSYSCEN 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 SPAWARSSYSCEN 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 SPAWARSSYSCEN Atlantic contractor personnel requiring or possessing a Government badge and/or CAC for facility and/or IT access shall have a SPAWARSSYSCEN 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 ensure all contractor employees whose services are no longer required on this task order return all applicable Government

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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 assigned to perform work under this task order shall require access to Navy Enterprise Resource Planning (Navy ERP) Management System. Prior to accessing any Navy ERP System, contractor personnel shall contact the COR or Contracting Officer to obtain the applicable NMCI Assistant Customer Technical Representative (ACTR) who can assign each personnel with an NMCI account. ACTRs can be found on the NMCI Homeport website at: https://nmcicustomerreporting/CTR_Lookup/index.asp. After an NMCI account has been established, the contractor shall submit a request for Navy ERP access and specify the role required via the COR to the Competency Role Mapping POC. The COR will validate the need for access, ensure all prerequisites are completed, and with the assistance of the Role Mapping POC, identify the Computer Based Training requirements needed to perform the role assigned. Items to have been completed prior to requesting a role for Navy ERP include: SAAR-N, annual cybersecurity training certificate, and Questionnaire for Public Trust Positions. For directions on completing the Questionnaire for Public Trust Positions, the contractor is instructed to consult with its company's Security Officer. In order to maintain access to required systems, the contractor shall ensure completion of annual cybersecurity training, monitor expiration of requisite background investigations, and initiate re-investigations as applicable.

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 A001 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 A028).

8.2.3.2 The contractor shall educate employees on the procedures for the handling and production of classified material and documents, and other security measures as described in the PWS in accordance with DoD 5220.22-M.

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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.

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

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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 utilized on this task order. Any applicable document (PWS Para 16.0) not available online, the Government will provide document as GFI listed in the table below. The contractor shall inventory all GFI by tracking distribution and location and provide a GFI inventory to the Government. The contractor shall use the GFI provided to support this task order only – use of GFI document(s) to support other projects beyond this task order is not allowed. Unless otherwise specified, all GFI will be provided by the Government by the estimated delivery date listed in the table below, and the contractor shall return all GFI to the Government at completion of the task order. If a contractor requires additional GFI other than what is listed, the contractor shall submit a request to the COR within 30 days after task order award.

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.

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 A001).

11.0 TRAVEL

11.1 LOCATIONS

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The contractor shall be prepared to travel to the locations listed below. Prior to any travel taken in support of this task order, the contractor shall obtain COR concurrence. Although estimated sites are listed, the contractor shall be prepared to travel to any of the alternative sites listed below. Travel to foreign countries outside of the continental United States (OCONUS) is required. The applicable countries are listed below. Prior to travel, the contractor shall meet all necessary travel requirements for their company and personnel to support work in the noted foreign OCONUS sites (CDRL A029).

CLIN 1 (OMMC)

Base Year –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Springfield, VA

Option Year 1 -

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Springfield, VA

Option Year 2 –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Denver, CO
1	1	5/4	Charleston, SC	Springfield, VA

Option Year 3 –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Denver, CO
1	1	5/4	Charleston, SC	Springfield, VA

Option Year 4 -

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Quantico, VA
1	1	5/4	Charleston, SC	Springfield, VA

CLIN 2 (PMC)

Base Year –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC
1	1	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC
1	2	3 Days / 2 Nights	Jacksonville, NC	Cherry Point, NC
1	1	3 Days / 2 Nights	Jacksonville, NC	Cherry Point, NC
1	1	3 Days / 2 Nights	Charleston, SC	Beaufort, SC
1	1	3 Days / 2 Nights	Charleston, SC	Beaufort, SC
1	1	5 Days / 4 Nights	Charleston, SC	Yuma, AZ
1	2	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	1	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	2	5 Days / 4 Nights	San Diego, CA	29 Palms, CA
1	1	5 Days / 4 Nights	San Diego, CA	29 Palms, CA
1	2	3 Days / 2 Nights	29 Palms, CA	Miramar, CA
1	1	3 Days / 2 Nights	29 Palms, CA	Miramar, CA
1	1	10 Days / 9 Nights	Charleston, SC	Kaneohe Bay, HI
1	1	10 Days / 9 Nights	Charleston, SC	Kaneohe Bay, HI
1	1	3 Days / 2 Nights	Kaneohe Bay, HI	Honolulu, HI
1	1	3 Days / 2 Nights	Kaneohe Bay, HI	Honolulu, HI
1	1	3 Days / 2 Nights	Honolulu, HI	Oahu, HI
1	1	3 Days / 2 Nights	Honolulu, HI	Oahu, HI
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	5 Days / 4 Nights	Okinawa, JP	Iwakuni, JP
1	1	5 Days / 4 Nights	Okinawa, JP	Iwakuni, JP
1	1	4 Days / 3 Nights	Charleston, SC	Dam Neck, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Denver, CO
1	1	5 Days / 4 Nights	Charleston, SC	New Orleans, LA

Option Year 1 -

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC
1	1	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC

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1	2	3 Days / 2 Nights	Jacksonville, NC	Cherry Point, NC
1	1	3 Days / 2 Nights	Jacksonville, NC	Cherry Point, NC
1	1	3 Days / 2 Nights	Charleston, SC	Beaufort, SC
1	1	3 Days / 2 Nights	Charleston, SC	Beaufort, SC
1	1	5 Days / 4 Nights	Charleston, SC	Yuma, AZ
1	2	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	1	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	2	5 Days / 4 Nights	San Diego, CA	29 Palms, CA
1	1	5 Days / 4 Nights	San Diego, CA	29 Palms, CA
1	2	3 Days / 2 Nights	29 Palms, CA	Miramar, CA
1	1	3 Days / 2 Nights	29 Palms, CA	Miramar, CA
1	1	10 Days / 9 Nights	Charleston, SC	Kaneohe Bay, HI
1	1	10 Days / 9 Nights	Charleston, SC	Kaneohe Bay, HI
1	1	3 Days / 2 Nights	Kaneohe Bay, HI	Honolulu, HI
1	1	3 Days / 2 Nights	Kaneohe Bay, HI	Honolulu, HI
1	1	3 Days / 2 Nights	Honolulu, HI	Oahu, HI
1	1	3 Days / 2 Nights	Honolulu, HI	Oahu, HI
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	5 Days / 4 Nights	Okinawa, JP	Iwakuni, JP
1	1	5 Days / 4 Nights	Okinawa, JP	Iwakuni, JP
1	1	4 Days / 3 Nights	Charleston, SC	Dam Neck, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Denver, CO
1	1	5 Days / 4 Nights	Charleston, SC	New Orleans, LA

Option Year 2 -

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC
1	1	3 Days / 2 Nights	Jacksonville, NC	Cherry Point, NC
1	1	3 Days / 2 Nights	Charleston, SC	Beaufort, SC
1	1	5 Days / 4 Nights	Charleston, SC	Yuma, AZ
1	1	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	1	5 Days / 4 Nights	San Diego, CA	29 Palms, CA
1	1	3 Days / 2 Nights	29 Palms, CA	Miramar, CA
1	1	10 Days / 9 Nights	Charleston, SC	Kaneohe Bay, HI
1	1	3 Days / 2 Nights	Kaneohe Bay, HI	Honolulu, HI
1	1	3 Days / 2 Nights	Honolulu, HI	Oahu, HI
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	5 Days / 4 Nights	Okinawa, JP	Iwakuni, JP
1	1	4 Days / 3 Nights	Charleston, SC	Dam Neck, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA

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1	1	5 Days / 4 Nights	Charleston, SC	Denver, CO
1	1	5 Days / 4 Nights	Charleston, SC	New Orleans, LA

Option Year 3 -

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC
1	1	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC
1	2	3 Days / 2 Nights	Jacksonville, NC	Cherry Point, NC
1	1	3 Days / 2 Nights	Charleston, SC	Beaufort, SC
1	2	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	1	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	2	5 Days / 4 Nights	San Diego, CA	29 Palms, CA
1	2	3 Days / 2 Nights	29 Palms, CA	Miramar, CA
1	1	10 Days / 9 Nights	Charleston, SC	Kaneohe Bay, HI
1	1	3 Days / 2 Nights	Kaneohe Bay, HI	Honolulu, HI
1	1	3 Days / 2 Nights	Honolulu, HI	Oahu, HI
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	5 Days / 4 Nights	Okinawa, JP	Iwakuni, JP
1	1	4 Days / 3 Nights	Charleston, SC	Dam Neck, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA

Option Year 4 -

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	10 Days / 9 Nights	Charleston, SC	Jacksonville, NC
1	1	3 Days / 2 Nights	Jacksonville, NC	Cherry Point, NC
1	1	3 Days / 2 Nights	Charleston, SC	Beaufort, SC
1	1	5 Days / 4 Nights	Charleston, SC	Yuma, AZ
1	1	10 Days / 9 Nights	Charleston, SC	San Diego, CA
1	1	5 Days / 4 Nights	San Diego, CA	29 Palms, CA
1	1	3 Days / 2 Nights	29 Palms, CA	Miramar, CA
1	1	10 Days / 9 Nights	Charleston, SC	Kaneohe Bay, HI
1	1	3 Days / 2 Nights	Kaneohe Bay, HI	Honolulu, HI
1	1	3 Days / 2 Nights	Honolulu, HI	Oahu, HI
1	1	15 Days / 14 Nights	Charleston, SC	Okinawa, JP
1	1	5 Days / 4 Nights	Okinawa, JP	Iwakuni, JP
1	1	4 Days / 3 Nights	Charleston, SC	Dam Neck, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Quantico, VA
1	1	5 Days / 4 Nights	Charleston, SC	Denver, CO
1	1	5 Days / 4 Nights	Charleston, SC	New Orleans, LA

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1	1	5 Days / 4 Nights	Charleston, SC	Crane, IN
1	1	5 Days / 4 Nights	Charleston, SC	Logan, UT

CLIN 3 (RDT&E)

Base Year –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5 Days / 4 Nights	Charleston, SC	Logan, UT
1	1	5 Days / 4 Nights	Charleston, SC	Crane, IN

Option Year 1 –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5 Days / 4 Nights	Charleston, SC	Logan, UT
1	1	5 Days / 4 Nights	Charleston, SC	Crane, IN

Option Year 2 –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5 Days / 4 Nights	Charleston, SC	Logan, UT
1	1	5 Days / 4 Nights	Charleston, SC	Crane, IN

Option Year 3 –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5 Days / 4 Nights	Charleston, SC	Logan, UT
1	1	5 Days / 4 Nights	Charleston, SC	Crane, IN

Option Year 4 –

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5 Days / 4 Nights	Charleston, SC	Logan, UT
1	1	5 Days / 4 Nights	Charleston, SC	Crane, IN

11.2 OCONUS TRAVEL REQUIREMENTS

Pursuant to SPAWARSYSCENLANTINST 12910.1B, DoDI 3020.41, and the latest DoD Foreign Clearance Guide requirements, the contractor shall travel outside the continental United States (OCONUS) sites to support deployed forces.

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11.2.1 General OCONUS Requirements

The contractor shall ensure compliance with applicable clauses and travel guide requirements prior to traveling to each of the specified travel locations. The contractor shall be responsible for knowing and understanding all travel requirements as identified by the applicable combatant command (CCMD) and country. The contractor shall be responsible for submitting applicable deployment forms and/or deployment packages (CDRL A029) to the COR or task order technical POC and SPAWARSYSCEN Atlantic Deployment Manager no later than 30 days prior to travel. For all OCONUS travel, the contractor shall submit an official OCONUS Travel Form (SPAWARSYSCENLANT 12990/12) and shall ensure all OCONUS travel has an approved Aircraft and Personnel Automated Clearance System (APACS) request. The task order COR will provide a blank travel form after task order award.

11.2.2 OCONUS Immunization Requirements

Pursuant to DoDI 6205.4, SPAWARSYSCENLANTINST 12910.1B, and any additional DON specific requirements, contractor employees who deploy to OCONUS locations both shore and afloat shall require up to date immunizations.

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 (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.

12.2 SAFETY EQUIPMENT

The contractor shall provide their personnel with any safety equipment required to perform work under this task order and the equipment must be in satisfactory working order. Personal safety equipment includes items such as hard-hats, safety shoes, safety gloves, goggles, hearing protection, non-flammable clothing for hot work personnel, gas/oxygen detectors for confined spaces, face shields, and other types of safety equipment required to assure a safe work environment and compliance with applicable federal, state and local safety regulations.

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12.3 SAFETY TRAINING

The contractor shall be responsible to train all personnel that require safety training. Specifically, where contractors are performing work at Navy shore installations, that requires entering manholes or underground services utility the contractor shall provide a qualified person as applicable in 29 CFR 1910 or 29 CFR 1926 or as recommended by the National Institute for Occupational Safety and Health (NIOSH) Criteria Document for Confined Spaces. Also, when contractors are required to scale a tower, all applicable personnel shall have Secondary Fall Protection and Prevention training.

13.0 SUBCONTRACTING REQUIREMENTS

13.1 APPROVED SUBCONTRACTORS

Subcontracting requirements are in accordance with the basic contract. If the prime contractor is planning to utilize subcontractor(s) on this task order, the applicable subcontractors shall be specified at task order award. Per FAR clause 52.244-2, if a subcontractor (includes tier 1, tier 2, tier 3, etc.) is proposed by a prime and is not approved on the basic contract, formal justification is required and subject to Government approval.

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 EXTENDED WORK WEEK

Due to operational requirements, schedules, and the availability of required resources and/or downtime of those resources, extended work week (EWW) may be required for professional (i.e., salaried) employees. EWW is allowable in accordance with the identified labor categories and estimated labor hours specified in the Government pricing model. Prior to EWW being worked, the contractor shall obtain COR concurrence for the specific hours per labor category and applicable dates.

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

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itemize all summary of work and financial information in the TOSR (CDRL A001) 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.

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.	DoDI 4151.19	Serialized Item Management (SIM) for Life Cycle Management of Materiel
b.	DoDI 5000.73	Cost Analysis Guidance and Procedures
c.	DoDI 8320.04	Item Unique Identification (IUID) Standards for Tangible Personal Property
d.	DoDM 4151.22-M	Reliability Centered Maintenance (RCM)
e.	MCO P4400.150	Consumer-Level Supply Policy Manual
f.	MCO P5215.17	The Marine Corps Technical Publication System
g.	DoD 5200.2-R	DoD Regulation – Personnel Security Program dtd Jan 87 (and subsequent revisions)
h.	DoDM 5200.01	DoD Manual – Information Security Program Manual dtd 24 Feb 12
i.	DoDD 5205.02E	DoD Directive – Operations Security (OPSEC) Program dtd 20 Jun 12
j.	DoD 5205.02-M	DoD Manual – Operations Security (OPSEC) Program Manual dtd 3 Nov 08
k.	DoD 5220.22-M	DoD Manual – National Industrial Security Program Operating Manual (NISPO) dtd 28 Feb 06
l.	DoDI 5220.22	DoD Instruction – National Industrial Security Program (NISP) dtd 18 Mar 11
m.	DoDI 6205.4	DoD Instruction – Immunization of Other Than U.S. Forces (OTUSF) for Biological Warfare Defense dtd 14 Apr 00
n.	DoDD 8140.01	DoD Directive – Cyberspace Workforce Management dtd 11 Aug 15
o.	DoDI 8500.01	DoD Instruction – Cybersecurity dtd 14 Mar 14

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	Document Number	Title
p.	DoDI 8510.01	DoD Instruction – Risk Management Framework (RMF) for DoD Information Technology (IT) dtd 12 Mar 14
q.	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)
r.	DON CIO Memorandum	Acceptable Use of Department of the Navy Information Technology (IT) dtd 22 Feb 16
s.	SECNAV M-5239.2	Secretary of the Navy Manual – DON Information Assurance Workforce Management Manual dtd May 2009 (and subsequent revisions)
t.	SECNAV M-5510.30	Secretary of the Navy Manual – DoN Personnel Security Program dtd Jun 2006
u.	SECNAV M-5510.36	Secretary of the Navy Manual – DoN Information Security Program dtd Jun 2006
v.	SECNAVINST 4440.34	Secretary of the Navy Instruction – Implementation of Item Unique Identification within the DoN dtd 22 Dec 09
w.	SECNAVINST 5239.3B	Secretary of the Navy Instruction – DoN Information Assurance Policy dtd 17 Jun 09
x.	SECNAVINST 5239.20A	Secretary of the Navy Instruction – DON Cyberspace IT and Cybersecurity dtd 10 Feb 16
y.	SECNAVINST 5510.30	Secretary of the Navy Instruction – DoN Regulation – Personnel Security Program dtd 6 Oct 06
z.	SPAWARINST 3432.1	Space and Naval Warfare Instruction – Operations Security (OPSEC) Policy dtd 2 Feb 05
aa.	SPAWARINST 4440.12A	Space and Naval Warfare Instruction – Management of Operating Materials and Supplies (OM&S), Government Furnished Property (GFP), and Inventory
ab.	SPAWARINST 5721.1B	Space and Naval Warfare Instruction – Section 508 Implementation Policy dtd 17 Nov 09
ac.	SPAWARSYSCENLANTINST 3070.1B	Space and Naval Warfare Systems Center Atlantic Instruction – Operations Security Policy dtd 20 Jan 17
ad.	SPAWARSYSCENLANTINST 12910.1B	Space and Naval Warfare Systems Center Atlantic Instruction – Deployment of Government and Contractor Personnel Outside the Continental Unlisted States dtd 23 Aug 16
ae.	COMUSFLTFORCOM/COMPACFLTINST 6320.3A	Commander US Fleet Forces Command/Commander US Pacific Fleet Instruction, Medical Screening For US Govt

	Document Number	Title
		Civilian Employees, Contractor Personnel, and Guests prior to embarking Fleet Units dtd 7 May 13
af.	Navy Telecommunications Directive (NTD 10-11)	System Authorization Access Request (SAAR) - Navy
ag.	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

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-HDBK-61A	Configuration Management
b.	MIL-HDBK-502A	Product Support Analysis
c.	MIL-I-28947C (MC)	Illustrations for Stock List Publications: Preparation of
d.	MIL-PRF-32216A	Performance Specification, Evaluation of Commercial off-the-shelf (COTS) manuals and preparation of supplemental data.
e.	MIL-PRF-85337	Quality Assurance Program for Technical Manuals
f.	MIL-STD-129R	Military Marking for Shipment and Storage
g.	MIL-STD-130N(1)	Identification Marking of U.S. Military Property
h.	MIL-STD-881C	Work Breakdown Structure for Defense Materiel Items
i.	MIL-STD-1366E	Transportability Criteria
j.	MIL-STD-1916	DoD Test Method Standard – DoD Preferred Methods for Acceptance Of Product
k.	MIL-STD-2073-1E(1)	Standard Practice for Military Packaging
l.	MIL-STD-3034	Reliability-Centered Maintenance (RCM) Process
m.	MIL-STD-31000A	Technical Data Packages
n.	MIL-STD-38784A	Standard Practice for Manuals, Technical: General Style and Format Requirements
o.	S9081-AB-GIB-010	Reliability-Centered Maintenance (RCM) Handbook
p.	SAE-GEIA-STD-0007	Logistics Product Data
q.	SG-1A	U.S. Marine Corps Style Guide
r.	DoDM 1000.13-V1	DoD Manual – DoD Identification Cards: ID card Life Cycle, Volume 1, dtd 23 Jan 14
s.	DoDI 3020.41	DoD Instruction – Operational Contract Support (OCS) dtd 20 Dec 10
t.	DoDI 4161.02	DoD Instruction – Accountability and Management of Government Contract Property dtd 27 Apr 12

	Document Number	Title
u.	DoDD 5000.01	DoD Directive – The Defense Acquisition System
v.	DoDI 5000.02	DoD Instruction – Operation of the Defense Acquisition System
w.	N/A	Guidebook for Contract Property Administration dtd Dec 2014
x.	NAVSEA TS9090-310F	NAVSEA Technical Specification 9090-310 dtd 12 Feb 15 (and subsequent revisions)
y.	ISO 9001 (ANSI/ASQ Q9001)	International Organization for Standardization (American National Standard Institute/American Society for Quality) – Quality Management Systems, Requirements
z.	ISO/IEC 12207	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – Software Life Cycle Processes
aa.	ISO/IEC/IEEE 15288	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – System Life Cycle Processes
ab.	ASTM Std E-2135-06	American Section of the International Association for Testing Materials, Standard
ad.	IEEE Std 12207-2008	Institute of Electrical and Electronics Engineers – Systems and Software Engineering, Software Life Cycle Processes
ae.	EIA-748C	Electronic Industries Alliance Standard – Earned Value Management (EVM) Systems, March 2013
af.	HSPD-12	Homeland Security Presidential Directive – Policy for a Common Identification Standard for Federal Employees and Contractors dtd 27 Aug 04
ag.	FIPS PUB 201-2	Federal Information Processing Standards Publication 201-2 – Personal Identity Verification (PIV) of Federal Employees and Contractors, August 2013
ah.	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
ai.	N/A	NAVSEA Standard Items (NSI) – http://www.navsea.navy.mil/
aj.	N/A	SPAWARSYSCEN Atlantic Contractor Check-in portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/Contractor+Checkin
ak.	N/A	COMSPAWARSYSCOM Code 80330 mandatory training webpage – https://wiki.spawar.navy.mil/confluence/display/HQ/Employee+Mandatory+Training
al.	N/A	DoD Foreign Clearance Guide – https://www.fcg.pentagon.mil/fcg.cfm

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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:

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.

C-TXT-11 PERSONNEL QUALIFICATIONS (MINIMUM) (FEB 2018)

- a. Personnel assigned to or utilized by the contractor in the performance of this TO shall, at 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 shall be able to review resumes of contractor personnel as required during performance of the contract/task order.
- c. If the Contracting Officer questions the qualifications or competence of any persons performing under the contract, the burden of proof to sustain that the persons are qualified as prescribed herein shall be upon the contractor.
- d. The contractor shall have personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in the task order. The work history of each contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Contracting 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:

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. Reserved.
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: Defense Acquisition Workforce Improvement Act (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
 1. 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
 - 2 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 information assurance (IA)/information warfare (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.

Personnel Labor Category Qualifications

Labor Category	Key	Location
Project Manager	N/A	Contractor Site
Management Analyst 3	N/A	Contractor Site
Subject Matter Expert (SME) 1	N/A	Government Site
Subject Matter Expert (SME) 2	N/A	Government Site
Logistician 1	N/A	Government Site

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Logistician 2	N/A	Government Site
Logistician 3	N/A	Government Site
Technical Writer/Editor 3	N/A	Government Site
Technical Writer/Editor 4	N/A	Government Site

Project Manager

Education: Bachelor's degree.

Experience: Ten (10) years of direct work experience with C4ISR systems. Eight (8) years of direct work experience, to include: Design, Development, Production, Installation, and Test & Evaluation of Marine Corps C4ISR systems. Four (4) years as manager of Marine Corps intelligence systems, to include: Supervising Project Personnel, Scheduling Work, Writing Proposals and Preparing Bids, and Equipment and Material Logistics Control. Note: Experience may be concurrent. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

Management Analyst 3

Education: Bachelor's degree.

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.

Subject Matter Expert (SME) 1

Education: Technical training through an accredited institution of higher learning and/or through military training in information systems hardware setup and configuration.

Experience: Four (4) years of hands-on experience with Information Technology (IT) systems to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated experience with tactical IT systems deployment, setup and take-down.

Subject Matter Expert (SME) 2 (RCM Engineer)

Education: Technical training through an accredited institution of higher learning, an industry-recognized apprenticeship program, and/or through military relevant military training. Current NAVSEA Certification in Reliability Centered Maintenance (RCM) Level Two.

Experience: Six (6) years of hands-on experience with Reliability Engineering, to include three (3) of the following four (4) areas: RCM Analysis, RCM-Based Preventative Maintenance Programs, Predictive Analysis, and Failure Reporting and Corrective Action System (FRACAS).

Subject Matter Expert (SME) 2 (Provisioner)

Education: Technical training through an accredited institution of higher learning and/or through military training in the area of Defense Logistics Agency, US Navy, or US Marine Corps Supply Support/Supply

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Administration.

Experience: Six (6) years of hands-on experience with Provisioning of Navy and/or Marine Corps systems. Recognized expert who has demonstrated proficiency with Marine Interactive Computer-Aided Provisioning System (MICAPS).

Logistician 1

Education: High School Diploma.

Experience: Three (3) years of experience in defense life-cycle (acquisition) logistics support of electronic systems, to include: logistics principles, practices, and processes.

Logistician 2

Education: Associate's degree. Working towards Professional Logistics Certification – e.g., Defense Acquisition Workforce Improvement Act (DAWIA) Lifecycle Logistics Level 1, International Society of Logistics (SOLE) Demonstrated Logistician or have equivalent logistics training (resume to specify all equivalent training), or possess an additional two (2) years working in direct support of defense life-cycle logistics.

Experience: Five (5) years of experience in defense life-cycle logistics support of C4ISR systems, to include: logistics principles, practices, and processes. Knowledge of the Federal Acquisition Regulations (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). One (1) year of experience in support of Marine Corps C4ISR systems. Demonstrated skills, to include: Analyzing Engineering/Systems Management Data, and Executing Logistics Plans and Procedures. Note: Experience may be concurrent.

Logistician 3

Education: Bachelor's degree. Current Professional Logistics Certification – e.g., Defense Acquisition Workforce Improvement Act (DAWIA) certified in Lifecycle [Acquisition] Logistics Level 2, International Society of Logistics (SOLE) Certified Professional Logistician (CPL), SOLE Demonstrated Senior or Master Logistician (DSL/DML), or have equivalent logistics training (resume to specify all equivalent training), or possess an additional two (4) years working in direct support of defense life-cycle logistics.

Experience: Ten (10) years of experience in defense life-cycle logistics support of C4ISR systems, to include: logistics management, principles, practices, and processes. Knowledge of the Federal Acquisition Regulations (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). Two (2) years of experience in support of Marine Corps C4ISR systems. Demonstrated skills, to include: Analyzing Engineering/Systems Management Data, Developing Logistics Plans and Procedures, and Developing Logistics Management Plans and Guidelines. Note: Experience may be concurrent.

Technical Writer/Editor 3

Education: Bachelor's degree in English, Journalism, or Technical Writing.

Experience: Six (6) years of experience in Technical Writing, including two (2) years of experience with Marine Corps publications, to include: writing and editing technical documentation, procedures and guidelines for deployment of C4ISR systems or equipment.

Technical Writer/Editor 4

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Education: Bachelor's degree in English, Journalism, or Technical Writing.

Experience: Twelve (12) years of experience in Technical Writing, including four (4) years of experience with Marine Corps publications, to include: writing and editing technical documentation, procedures and guidelines for deployment of C4ISR systems or equipment.

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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 COR.

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SECTION F DELIVERABLES OR PERFORMANCE

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

7000	3/14/2019 - 3/13/2020
7001	3/14/2019 - 3/13/2020
7002	3/14/2019 - 3/13/2020
9000	3/14/2019 - 3/13/2020
9001	3/14/2019 - 3/13/2020
9002	3/14/2019 - 3/13/2020

CLIN - DELIVERIES OR PERFORMANCE

The period of performance for the following CLINS are as follows:

7000, 7100, 7200 Begins on Date of Contract Award and ends 365 days after Date of Contract Award.

9000, 9100, 9200 Begins on Date of Contract Award and ends 365 days after Date of Contract Award.

7100, 7101, 7102 Begins after CLIN 7000, 7001, 7002 is complete and ends 365 days after CLIN 7100, 7101, 7102 is exercised.

9100, 9101, 9102 Begins after CLIN 900, 9001, 9002 is complete and ends 365 days after CLIN 9100, 9101, 9102 is exercised.

7200, 7201, 7202 Begins after CLIN 7100, 7101, 7201 is complete and ends 365 days after CLIN 7200, 7201, 7202 is exercised.

9200, 9201, 9202 Begins after CLIN 9100, 9101, 9201 is complete and ends 365 days after CLIN 9200, 9201, 9202 is exercised.

7300, 7301, 7302 Begins after CLIN 7200, 7201, 7202 is complete and ends 365 days after CLIN 7300, 7301, 7302 is exercised.

9300, 9301, 9302 Begins after CLIN 9200, 9201, 9202 is complete and ends 365 days after CLIN 9300, 9301, 9302 is exercised.

7400, 7401, 7402 Begins after CLIN 7300, 7301, 7302 is complete and ends 365 days after CLIN 7400, 7401, 7402 is exercised.

9400, 9401, 9402 Begins after CLIN 9300, 9301, 9302 is complete and ends 365 days after CLIN 9400, 9401, 9402 is exercised.

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".

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SECTION G CONTRACT ADMINISTRATION DATA

SECTION G CONTRACT ADMINISTRATION DATA

The SPAWAR Atlantic Ombudsman is [REDACTED]

PAYMENT INSTRUCTIONS: PGI 204.7108 (d) 012 OTHER

CLIN's have multiple funding from multiple customers. Payment cannot be made using any of the current clause due to one customer's funds would be paying for another customer's work. Use PGI 204.7108 (d) 012 other and pay from the ACRNs cited on the invoice. The Government advises contractor on ACRNS to invoice.

SUBJECT TO CHANGE PRIOR TO TASK ORDER AWARD

(End of clause)

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.

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

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done external to the entitlement system.

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

(c) *WAWF access.* To access WAWF, the Contractor shall--

(1) Have a designated electronic business point of contact in the 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:

Cost Type Orders - Cost Voucher

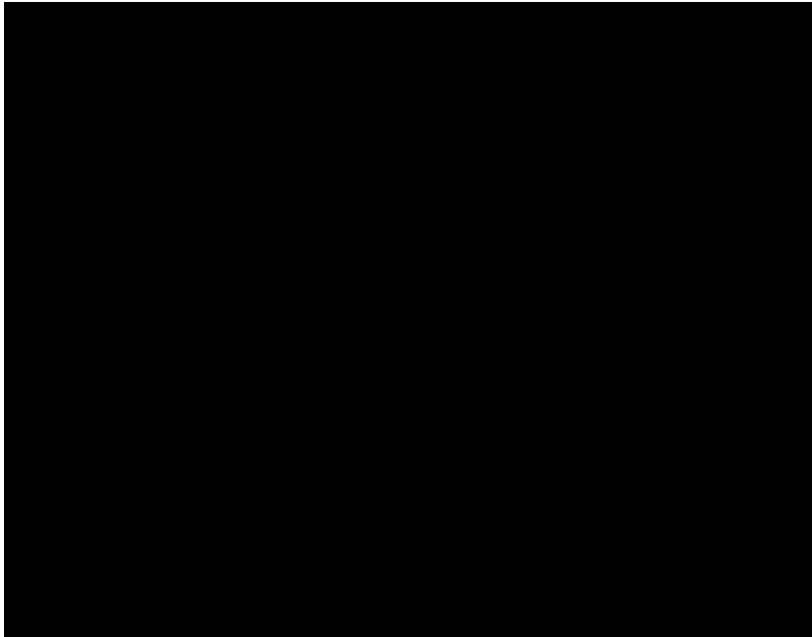
(2) *Inspection/acceptance location.* The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.



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



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

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

****To Be Completed at Task Order Award***

(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.

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

****To Be Completed at Task Order Award***

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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

Name: [REDACTED]

Code: [REDACTED]

Phone Number: [REDACTED]

E-mail: [REDACTED]

(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)

[REDACTED]

5252.232-9206 SEGREGATION OF COSTS (DEC 2003)

(a) The Contractor agrees to segregate costs incurred under this task order at the lowest level of performance, either task or subtask, rather than on a total task order 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.

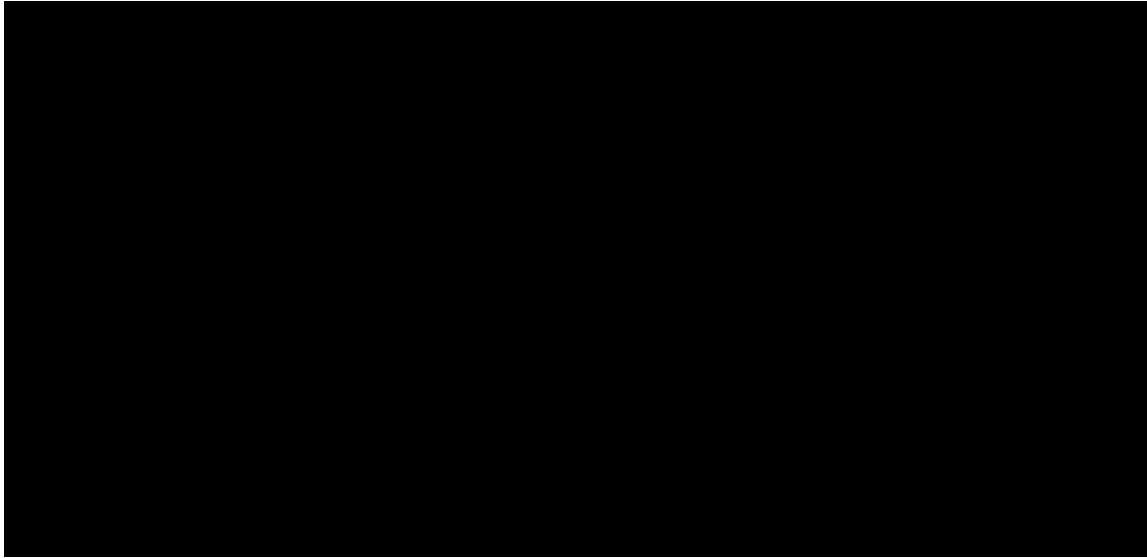
(b) Where multiple lines of accounting are present, the ACRN preceding the accounting citation will be found in Section G, Accounting Data. Payment of Contractor invoices shall be accomplished only by charging the ACRN that corresponds to the work invoiced.

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
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(c) Except when payment requests are submitted electronically as specified in the clause at DFARS

252.232-7003, Electron 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.



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SECTION H SPECIAL CONTRACT REQUIREMENTS

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 Systems Center Atlantic Security Office 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 Systems Center 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 Systems Center Atlantic Security Office a list of all unreturned badges with a written explanation of any missing badges.

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

In performing this task order, 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.

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] inclusive of base and option years) 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 [REDACTED] man-hours are uncompensated effort.

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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 contract and shall not include time and effort expended on such things as (local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations, 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 Task Order 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 contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Task Order Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Task Order Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

- f. The Task Order 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 contract, the Task Order Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this contract as follows:

Fee Reduction = Fee (Required LOE - Expended LOE)

Required LOE

or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR

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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 contract.

- 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 and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.

- 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 Task Order Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds 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 contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of the work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan. *

- 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.

* The Contracting Officer referred to, in paragraph (j), is the Task Order Contracting Officer.

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**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 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.

- i. 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:

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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.
 - a. SPAWAR's responsibilities under the Freedom of Information Act are not affected by this clause.
 - b. The contractor agrees to include, and require inclusion of, this clause in all subcontracts at any tier that requires the furnishing of Information.

5252.231-9200 REIMBURSEMENT OF TRAVEL COSTS (JAN 2006)--ALTERNATE II (SEP 2001)

- 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

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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.

The contractor shall submit the travel request in writing to the Contracting Officer's Representative (COR). The COR shall review and approve/disapprove (as appropriate) all travel requests submitted giving written notice of such approval or disapproval to the contractor.

a. 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 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

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travel regulations cited in subparagraphs (b)(1)(i) and (b)(1)(ii) above.

1. 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.

i. 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.

i. Transportation

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

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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:
 - 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.

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

ii. "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: 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 ($18 + 18 - 14 = 22$). Employee's one way commuting distance to regular place of work is 7 miles. Employee drives from residence to an alternate

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

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 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. Employee's one way commuting distance to regular place of work is 15 miles. Employee drives to regular place of work.

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: 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. Employee's one way commuting distance to regular place of work is 12 miles. In the morning the employee drives to an

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: 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). Employee's one way commuting distance to

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regular place of work is 35 miles. Employee drives to the regular place of work (35

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: 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). Employee's one way commuting distance to regular place of work is 20 miles. Employee drives to the regular place of work (20

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.

5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)

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

CLIN	ALLOTED TO COST	ALLOTED TO FEE	ESTIMATED PERIOD OF PERFORMANCE
7000	██████████	██████████	10 March 2019 - 9 March 2020
7001			10 March 2019 - 9 March 2020
7002			10 March 2019 - 9 March 2020
7100			10 March 2020 - 9 March 2021
7101			10 March 2020 - 9 March 2021
7102			10 March 2020 - 9 March 2021
7200			10 March 2021 - 9 March 2022
7201			10 March 2021 - 9 March 2022
7202			10 March 2021 - 9 March 2022

7300			10 March 2022 - 9 March 2023
7301			10 March 2022 - 9 March 2023
7302			10 March 2022 - 9 March 2023
7400			10 March 2023 - 9 March 2024
7401			10 March 2023 - 9 March 2024
7402			10 March 2023 - 9 March 2024
9000			10 March 2019 - 9 March 2020
9001			10 March 2019 - 9 March 2020
9002			10 March 2019 - 9 March 2020
9100			10 March 2020 - 9 March 2021
9101			10 March 2020 - 9 March 2021
9102			10 March 2020 - 9 March 2021
9200			10 March 2021 - 9 March 2022
9201			10 March 2021 - 9 March 2022
9202			10 March 2021 - 9 March 2022
9300			10 March 2022 - 9 March 2023
9301			10 March 2022 - 9 March 2023
9302			10 March 2022 - 9 March 2023
9400			10 March 2023 - 9 March 2024
9401			10 March 2023 - 9 March 2024
9402			10 March 2023 - 9 March 2024
TOTAL			

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

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c. 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.

5252.237-9603 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);

(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

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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 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.

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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.

**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 [X] or total contract/agreement basis [].

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SECTION I CONTRACT CLAUSES

252.211-7006	Passive Radio Frequency Identification	JUN 2016
252.246-7006	Warranty Tracking of Serialized Items	MAR 2016
52.251-1	Government Supply Sources	APR 2012

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.

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SECTION J LIST OF ATTACHMENTS

Attachment_1_QASP

Exhibit_A_CDRLS_Rev1