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|--|--|--|--|---|--|
| AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT | | 1. CONTRACT ID CODE U | | PAGE OF PAGES 1 3 | |
| 2. AMENDMENT/MODIFICATION NO. P00005 | | 3. EFFECTIVE DATE 07-Dec-2017 | | 4. REQUISITION/PURCHASE REQ. NO. 1300680425, 1300682232, 1300680641, 1300 | |
| 5. PROJECT NO. (If applicable) N/A | | 6. ISSUED BY CODE N00039 | | 7. ADMINISTERED BY (If other than Item 6) CODE S3101A | |
| SPAWAR HQ 4301 Pacific Highway San Diego CA 92110 emily.f.green@navy.mil 858-537-0428 | | DCMA Springfield Bldg 93 Picatinny Arsenal NJ 07806-5000 | | SCD: C | |

| | | | |
|---|---------------|---|--|
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) BOOZ ALLEN HAMILTON INC 8283 Greensboro Drive McLean VA 22102 | | 9A. AMENDMENT OF SOLICITATION NO. | |
| | | 9B. DATED (SEE ITEM 11) | |
| | | 10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-04-D-4024 / N0003917F3010 | |
| | | 10B. DATED (SEE ITEM 13) 31-Aug-2017 | |
| CAGE CODE 17038 | FACILITY CODE | | |

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

| | |
|-------------------------------------|--|
| (*) | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
| <input type="checkbox"/> | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: |
| <input checked="" type="checkbox"/> | D. OTHER (Specify type of modification and authority) IAW Section B-3, Allotment of Funds |

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

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

SEE PAGE 2

| | | | |
|---|---------------------------------|--|---------------------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print) George T. Aban, Senior Contracts Administrator | | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Emily F Green, Contracting Officer | |
| 15B. CONTRACTOR/OFFEROR /s/George T. Aban (Signature of person authorized to sign) | 15C. DATE SIGNED 07-Dec-2017 | 16B. UNITED STATES OF AMERICA BY /s/Emily F Green (Signature of Contracting Officer) | 16C. DATE SIGNED 07-Dec-2017 |

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)

Prescribed by GSA

FAR (48 CFR) 53.243

| | | | | |
|----------------------------------|-------------------------------------|--------------------------------------|----------------|-------|
| CONTRACT NO. N00178-04-D-4024 | DELIVERY ORDER NO. N0003917F3010 | AMENDMENT/MODIFICATION NO. P00005 | PAGE 2 of 3 | FINAL |
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GENERAL INFORMATION

The purpose of this modification is to provide incremental funding for Option One. Accordingly, said Task Order is modified as follows: 1) Incrementally fund CLIN 7101 for \$1,399,400 and CLIN 9101 for \$1,600 and 2) Update Attachment 5-Allotment of Funds, Option One. A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$8,004,918.41 by \$1,401,000.00 to \$9,405,918.41.

| CLIN/SLIN | Type Of Fund | From (\$) | By (\$) | To (\$) |
|-----------|--------------|-----------|------------|------------|
| 710149 | SCN | 0.00 | 15,000.00 | 15,000.00 |
| 710150 | SCN | 0.00 | 20,000.00 | 20,000.00 |
| 710151 | SCN | 0.00 | 5,000.00 | 5,000.00 |
| 710152 | SCN | 0.00 | 10,000.00 | 10,000.00 |
| 710153 | SCN | 0.00 | 5,000.00 | 5,000.00 |
| 710154 | SCN | 0.00 | 10,000.00 | 10,000.00 |
| 710155 | SCN | 0.00 | 12,000.00 | 12,000.00 |
| 710156 | SCN | 0.00 | 18,400.00 | 18,400.00 |
| 710157 | SCN | 0.00 | 7,000.00 | 7,000.00 |
| 710158 | SCN | 0.00 | 15,000.00 | 15,000.00 |
| 710159 | SCN | 0.00 | 10,000.00 | 10,000.00 |
| 710160 | SCN | 0.00 | 10,000.00 | 10,000.00 |
| 710161 | SCN | 0.00 | 5,000.00 | 5,000.00 |
| 710162 | O&MN,R | 0.00 | 12,000.00 | 12,000.00 |
| 710163 | RDT&E | 0.00 | 185,000.00 | 185,000.00 |
| 710164 | RDT&E | 0.00 | 75,000.00 | 75,000.00 |
| 710165 | RDT&E | 0.00 | 100,000.00 | 100,000.00 |
| 710166 | OPN | 0.00 | 210,000.00 | 210,000.00 |
| 710167 | RDT&E | 0.00 | 159,000.00 | 159,000.00 |
| 710168 | RDT&E | 0.00 | 116,000.00 | 116,000.00 |
| 710169 | O&MN,N | 0.00 | 400,000.00 | 400,000.00 |
| 910104 | SCN | 0.00 | 1,600.00 | 1,600.00 |

The total value of the order is hereby increased from \$22,223,162.98 by \$0.00 to \$22,223,162.98.

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|--|-----|------|-----------|-----------|----------------|
| 7001 | R408 | Labor to perform PMW/A 170 Program Management Support in accordance with Attachment 1: Performance Work Statement (PWS). (Fund Type - TBD) | 1.0 | LO | | | \$4,300,341.35 |
| 700101 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700102 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700103 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700104 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700105 | R408 | Incremental funding in support of Paragraph 5.2 (OPN) | | | | | |
| 700106 | R408 | Incremental funding in support of Paragraph 5.2 (OPN) | | | | | |
| 700107 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 700108 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 700109 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 700110 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 700111 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 700112 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|--|-----|------|-----------|-----------|-----------------|
| 700113 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 700114 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 700115 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700116 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700117 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700118 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 700119 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 700120 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 700121 | R408 | Incremental funding in support of Paragraph 5.4 (Fund Type - OTHER) | | | | | |
| 700122 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 700123 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 700124 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 7101 | R408 | Labor to perform PMW/A 170 Program Management Support in accordance with Attachment 1: Performance Work Statement (PWS). (Fund Type - TBD) | 1.0 | LO | | 1 | \$17,383,548.63 |
| 710101 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710102 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|--|-----|------|-----------|-----------|------|
| 710103 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710104 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710105 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710106 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710107 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710108 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710109 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710110 | R408 | Incremental funding in support of Paragraph 5.2 (OPN) | | | | | |
| 710111 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710112 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710113 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710114 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710115 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710116 | R408 | Incremental funding in support of Paragraph 5.2 (OPN) | | | | | |
| 710117 | R408 | Incremental funding in support of Paragraph 5.2 (OPN) | | | | | |
| 710118 | R408 | Incremental funding in support of Paragraph 5.2 (PMC) | | | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|--|-----|------|-----------|-----------|------|
| 710119 | R408 | Incremental funding in support of Paragraph 5.2 (PMC) | | | | | |
| 710120 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710121 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710122 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710123 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710124 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710125 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710126 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710127 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710128 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710129 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710130 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710131 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710132 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710133 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710134 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|--|-----|------|-----------|-----------|------|
| 710135 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710136 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710137 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710138 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710139 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710140 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710141 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710142 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710143 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710144 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710145 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710146 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710147 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710148 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 710149 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710150 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|--|-----|------|-----------|-----------|------|
| 710151 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710152 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710153 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710154 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710155 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710156 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710157 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710158 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710159 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710160 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710161 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | | | |
| 710162 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,R) | | | | | |
| 710163 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710164 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710165 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710166 | R408 | Incremental funding in support of Paragraph 5.2 (OPN) | | | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|--|-----|------|-----------|-----------|-----------------|
| 710167 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710168 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | | | |
| 710169 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | | | |
| 7201 | R408 | Labor to perform PMW/A 170 Program Management Support in accordance with Attachment 1: Performance Work Statement (PWS). (Fund Type - TBD) Option | 1.0 | LO | | | \$17,681,343.64 |
| 7301 | R408 | Labor to perform PMW/A 170 Program Management Support in accordance with Attachment 1: Performance Work Statement (PWS). (Fund Type - TBD) Option | 1.0 | LO | | | \$18,031,114.84 |
| 7401 | R408 | Labor to perform PMW/A 170 Program Management Support in accordance with Attachment 1: Performance Work Statement (PWS). (Fund Type - TBD) Option | 1.0 | LO | | | \$18,420,604.56 |
| 7501 | R408 | Labor to perform PMW/A 170 Program Management Support in accordance with Attachment 1: Performance Work Statement (PWS). (Fund Type - TBD) Option | 1.0 | LO | | | \$14,094,665.24 |

For ODC Items:

| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost |
|--------|------|--|-----|------|-----------|
| 9001 | R408 | ODC in support of CLIN 7001. (Fund Type - TBD) | 1.0 | LO | |
| 900101 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | |
| 900102 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | |
| 9101 | R408 | ODC in support of CLIN 7101. (Fund Type - TBD) | 1.0 | LO | |
| 910101 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | |
| 910102 | R408 | Incremental funding in support of Paragraph 5.1 (O&MN,N) | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost |
|--------|------|--|-----|------|-------------|
| 910103 | R408 | Incremental funding in support of Paragraph 5.3 (RDT&E) | | | |
| 910104 | R408 | Incremental funding in support of Paragraph 5.4 (SCN) | | | |
| 9201 | R408 | ODC in support of CLIN 7201. (Fund Type - TBD) Option | 1.0 | LO | ██████████0 |
| 9301 | R408 | ODC in support of CLIN 7301. (Fund Type - TBD) Option | 1.0 | LO | ██████████ |
| 9401 | R408 | ODC in support of CLIN 7401. (Fund Type - TBD) Option | 1.0 | LO | ██████████0 |
| 9501 | R408 | ODC in support of CLIN 7501. (Fund Type - TBD) Option | 1.0 | LO | ██████████ |

B-1 ADDITIONAL SLINS

Additional SLINs will be unilaterally created by the Contracting Officer during performance of this Task Order to accommodate the multiple types of funds that will be used under this Order.

B-2 OTHER DIRECT COSTS (ODCs)

It is anticipated that ODCs costs will consist mainly of travel and incidental material costs. The Government reserves the right to increase the amount of the ODC CLINs. Travel costs shall be reimbursed based on actual, reasonable costs in accordance with the Joint Travel Regulations or with FAR 31.205-46. ODCs will be non-fee bearing cost elements subject to Material Handling and G&A rates only.

B-3 FEE DETERMINATION AND PAYMENT (LEVEL OF EFFORT)

(a) Total Estimated Hours.

The total number of hours of direct labor (including overtime and subcontract hours, but excluding holiday, sick leave, vacation and other excused absence hours) estimated to be expended under this task order is [SEE TABLE BELOW]. The [SEE TABLE BELOW] direct labor hours include 0 uncompensated overtime labor hours.

(b) Computation of Fee.

The fee per direct labor hour is computed by dividing the fixed fee amount shown in Section B by the number of estimated

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hours.

(c) Modifications.

If the contracting officer determines, for any reason, to increase the estimated cost of the task order or the estimated hours set forth below, such adjustments shall be made by task order modification.

An increase to the estimated hours set forth below will be fee bearing, and an additional negotiated fee will be divided by the additional estimated hours to determine a new fee (applicable to the additional hours only). If the fee for these additional hours is different from that of the original estimated hours, these hours shall be kept separate from the original estimated total hours.

An increase to the estimated cost of the task order due to cost overruns (i.e. not due to an increase in the estimated hours stated below) is not fee bearing and no additional hours will be added. In this circumstance, the contractor shall provide the estimated hours stated below at no additional fee.

(d) Payment of Fee.

The Government shall pay fixed fee to the contractor on each direct labor hour performed by the contractor or subcontractor, at the rate of [SEE TABLE BELOW] per labor hour invoiced by the contractor subject to the contract's "Fixed Fee" clause, provided that the total of all such payments shall not exceed eighty-five percent (85%) of the fixed fee specified under the task order. Any balance of fixed fee shall be paid to the contractor, or any overpayment of fixed fee shall be repaid by the contractor, at the time of final payment.

Nothing herein shall be construed to alter or waive any of the rights or obligations of either party pursuant to the FAR 52.232-20 "Limitation of Cost" or FAR 52.232-22 "Limitation of Funds" clauses, either of which is incorporated herein by reference.

| TABLE | CLIN | FIXED FEE | HOURS | FEE PER DIRECT LABOR HOUR |
|--------------------|------|-----------|----------------|---------------------------|
| BASE | 7001 | | 44,160 | |
| OPTION I | 7101 | | 176,640 | |
| OPTION II | 7201 | | 176,640 | |
| OPTION III | 7301 | | 176,640 | |
| OPTION IV | 7401 | | 176,640 | |
| OPTION V | 7501 | | 132,480 | |
| TOTAL HOURS | | | 883,200 | |

NOTE: The fee shall be paid to the contractor at the per hour rate specified in this paragraph regardless of whether the contractor or a subcontractor is performing the work.

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(a) This contract is incrementally funded with respect to both cost and fee.

(b) The amounts presently available and allotted to this contract for payment of fee, as provided in the Section I clause of this contract entitled "Fixed Fee", are as follows:

ITEM(S) ALLOTTED TO FIXED FEE

SEE ATTACHMENT 4: ALLOTMENT OF FUNDS

(c) The amounts presently available and allotted to this contract for payment of cost, subject to the Section I "Limitation of Funds" clause, the items covered thereby and the period of performance which it is estimated the allotted amount will cover are as follows:

ITEM(S) ALLOTTED TO COST PERIOD OF PERFORMANCE

SEE ATTACHMENT 4: ALLOTMENT OF FUNDS

(d) The parties contemplate that the Government will allot additional amounts to this contract from time to time by unilateral contract modification, and any such modification shall state separately the amounts allotted for cost and for fee, the items covered thereby, and the period of performance the amounts are expected to cover.

B-5 OPTION EXTENSION COSTS

In the event the Government exercises its rights to extend the order by up to six (6) additional months pursuant to clause FAR 52.217-8, Option to Extend Services, such extension will be considered to have been evaluated, as its cost shall be at the rates specified for the period that is being extended.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

C-1 SPECIFICATIONS/STATEMENT OF WORK (DEC 1998)

Work under this contract shall be performed in accordance with Attachment No. 1 Performance Work Statement (PWS) and Exhibit A, Contract Data Requirements List (CDRL) A001-A003.

C-2 QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)

Objective: The purpose of this plan is to provide a quality assurance plan for the services contracted under this Task Order. This plan provides a basis for the Contracting Officer's Representative (COR) to evaluate the quality of the contractor's performance. The oversight provided for in this plan, and the remedy established, will help ensure that service levels are of high quality throughout the Task Order term. The Quality Assurance Surveillance Plan is provided as Attachment No. 3.

C-3 SECURITY REQUIREMENTS (DEC 1999) (5252.204-9200)

No award will be made to any Offeror which does not possess a facility clearance issued by the Defense Security Service at the SECRET level.

The work to be performed under this contract as delineated in the DD Form 254, Attachment No. 2 involves access to and handling of classified material up to and including SECRET.

In addition to the requirements of the FAR 52.204-2 "Security Requirements" clause, the Contractor shall appoint a Security Officer, who shall (1) be responsible for all security aspects of the work performed under this contract, (2) assure compliance with the National Industry Security Program Operating Manual (DODINST 5220.22M), and (3) assure compliance with any written instructions from the SPAWARSYSCOM Security Officer.

C-4 INFORMATION ASSURANCE (IA)

The contractor must follow DoD instruction DFARS 252.239-7001, Information Assurance Contractor Training and Certification, in solicitations and contracts involving contractor performance of information assurance functions as described in DoD 8570.01-M and DFARS 239.7102-3, Information Assurance Contractor Training and Certification. The contractor shall follow SECNAVINST 5239.3A of 20 Dec 2004 & DoD 8500.2 of 6 Feb 2003 when performing this task order.

C-5 WORKWEEK (APRIL 2012) (5252.222-9200)

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(a) All or a portion of the effort under this contract will be performed on a Government installation. The normal workweek for Government employees at SPAWARSSCOM is Monday – Friday 0800 to 1630 hours. Work at this Government installation, shall be performed by the contractor within the normal workweek unless differing hours are specified on the individual task orders. Following is a list of holidays observed by the Government:

| <u>Name of Holiday</u> | <u>Time of Observance</u> |
|----------------------------|-----------------------------|
| New Year's Day | 1 January |
| Martin Luther King Jr. Day | Third Monday in January |
| President's Day | Third Monday in February |
| Memorial Day | Last Monday in May |
| Independence Day | 4 July |
| Labor Day | First Monday in September |
| Columbus Day | Second Monday in October |
| Veteran's Day | 11 November |
| Thanksgiving Day | Fourth Thursday in November |
| Christmas Day | 25 December |

(b) If any of the above holidays occur on a Saturday or a Sunday, then such holiday shall be observed by the Contractor in accordance with the practice as observed by the assigned Government employees at the using activity.

(c) If the Contractor is prevented from performance as the result of an Executive Order or an administrative leave determination applying to the using activity, such time may be charged to the contract as direct cost provided such charges are consistent with the Contractor's accounting practices.

(d) This contract does not allow for payment of overtime during the normal workweek for employees who are not exempted from the Fair Labor Standards Act unless expressly authorized by the Ordering Officer. Under Federal regulations the payment of overtime is required only when an employee works more than 40 hours in a normal week period.

(e) Periodically the Government may conduct Anti-Terrorism Force Protection (AT/FP) and/or safety security exercises which may require the Contractor to adjust its work schedule and/or place of performance to accommodate execution of the exercise. The Contractor will be required to work with its Government point of contact to adjust work schedules and/or place of performance in the case of an exercise that causes disruption of normally scheduled work hours, or disruption of access to a government facility. The contract does not allow for payment of work if schedules cannot be adjusted and/or the work cannot be executed remotely (i.e., the

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contractor's facility or alternate non-impacted location), during an exercise when government facilities are inaccessible.

C-6 NOTICE TO CONTRACTOR OF CERTAIN DRUG DETECTION PROCEDURES (DEC 1999)

(a) Pursuant to Navy policy applicable to both Government and contractor personnel, measures will be taken to prevent the introduction and utilization of illegal drugs and related paraphernalia into Government Work areas.

(b) In furtherance of the Navy's drug control program, unannounced periodic inspections of the following nature may be conducted by installation security authorities:

(1) Routine inspection of contractor occupied work spaces.

(2) Random inspections of vehicles on entry or exit, with drug detection dog teams as available, to eliminate them as a safe haven for storage of or trafficking in illegal drugs.

(3) Random inspections of personnel possessions on entry or exit from the installation.

(c) When there is probable cause to believe that a contractor employee on board a naval installation has been engaged in use, possession or trafficking of drugs, the installation authorities may detain said employee until the employee can be removed from the installation, or can be released to the local authorities having jurisdiction.

(d) Trafficking in illegal drug and drug paraphernalia by contract employees while on a military vessel/installation may lead to possible withdrawal or downgrading of security clearance, and/or referral for prosecution by appropriate law enforcement authorities.

(e) The contractor is responsible for the conduct of employees performing work under this contract and is, therefore, responsible to assure that employees are notified of these provisions prior to assignment.

(f) The removal of contractor personnel from a Government vessel or installation as a result of the drug offenses shall not be cause for excusable delay, nor shall such action be deemed a basis for an equitable adjustment to price, delivery or other provisions of this contract.

C-7 KEY PERSONNEL (DEC 1999) (5252.237-9601)

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(a) The Offeror agrees to assign to this contract those key personnel listed in paragraph (d) below. No substitutions shall be made except in accordance with this clause.

(b) The Offeror agrees that during the first 180 days of the contract performance period no personnel substitutions will be permitted unless such substitutions are necessitated by an individual's sudden illness, death, or termination of employment. In any of these events, the contractor shall promptly notify the Contracting Officer and provide the information required by paragraph (c) below. After the initial 180 day period, all proposed substitutions must be submitted in writing, at least fifteen (15) days (thirty (30) days if a security clearance is to be obtained) in advance of the proposed substitutions to the contracting officer. These substitution requests shall provide the information required by paragraph (c) below.

(c) All requests for approval of substitutions under this contract must be in writing and provide a detailed explanation of the circumstances necessitating the proposed substitutions. They must contain a complete resume for the proposed substitute or addition, and any other information requested by the Contracting Officer or needed by him/her to approve or disapprove the proposed substitutions. All substitutions proposed during the duration of this contract must have qualifications of the person being replaced. The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the contractor of his approval or disapproval thereof in writing.

(d) List of Key Personnel

| NAME | LABOR CATEGORY |
|---------------|--|
| 1. [REDACTED] | Senior Program Manager |
| 2. [REDACTED] | Senior Cybersecurity Analyst |
| 3. [REDACTED] | Senior Contracts Management Specialist |
| 4. [REDACTED] | Senior Acquisition Management Specialist |
| 5. [REDACTED] | Senior Cost Estimator/Scheduler |

(e) If the Contracting Officer determines that suitable and timely replacement of key personnel who have been reassigned, terminated or have otherwise become unavailable for the contract work is not reasonably forthcoming or that the resultant reduction of productive effort would be so substantial as to impair the successful completion of the contract or the service order, the contract may be terminated by the Contracting Officer for default or for the convenience of the Government, as appropriate. In addition, if the Contractor is found at fault for the

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condition, the Contracting Officer may elect to equitably decrease the contract price or fixed fee to compensate the Government for any resultant delay, loss or damage.

(f) If the Offeror wishes to add personnel to be used in a labor category he shall employ the procedures outlined in paragraph (c) above. Adding personnel will only be permitted in the event of an indefinite quantity contract, where the Government has issued a delivery order for labor hours that would exceed a normal forty hour week if performed only by the number of employees originally proposed.

C-8 PERSONNEL QUALIFICATIONS REQUIREMENTS

The work, as defined by the Performance Work Statement (PWS), is expected to be accomplished by a mixture of professional and technical personnel, including specified key personnel. The Offeror shall provide personnel who are fully qualified and competent to perform the full range of tasks described in the PWS. The personnel qualifications for the labor categories identified by the Government for the performance of this task order are provided in Section 7.0 of the PWS.

C-9 LABOR CATEGORY IDENTIFICATION

Correspondence, Technical Instruction, Vouchers, Invoices, Status Reports, etc., shall utilize the Contractor's standard labor category terminology as established in its proposal at time of award. For each category of labor specified by the Government, the Offeror shall identify the corresponding company labor category / categories table:

| <u>Labor Category</u> | <u>Offeror Corresponding Labor Category</u> |
|--------------------------------------|---|
| Senior Program Manager | _____ |
| Senior Program Management Specialist | _____ |
| Mid Program Management Specialist | _____ |
| Junior Program Management Specialist | _____ |
| Senior Cybersecurity Analyst | _____ |

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Mid Cybersecurity Analyst _____

Junior Cybersecurity Analyst _____

Senior Contracts Management Specialist _____

Mid Contracts Management Specialist _____

Junior Contracts Management Specialist _____

Senior Acquisition Management Specialist _____

Mid Acquisition Management Specialist _____

Senior Cost Estimator/Scheduler _____

Mid Cost Estimator/Scheduler _____

Junior Cost Estimator/Scheduler _____

C-10 LIABILITY INSURANCE--COST TYPE CONTRACTS (OCT 2001) (5252.228-9201)

(a) The following types of insurance are required in accordance with the FAR 52.228-7 "Insurance--Liability to Third Persons" clause and shall be maintained in the minimum amounts shown:

(1) Workers' compensation and employers' liability: minimum of \$100,000

(2) Comprehensive general liability: \$500,000 per occurrence

(3) Automobile liability: \$200,000 per person

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\$500,000 per occurrence

\$20,000 per occurrence for property damage

(b) When requested by the contracting officer, the contractor shall furnish to the Contracting Officer a certificate or written statement of insurance. The written statement of insurance must contain the following information: policy number, policyholder, carrier, amount of coverage, dates of effectiveness (i.e., performance period), and contract number. The contract number shall be cited on the certificate of insurance.

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SECTION D PACKAGING AND MARKING

D-1 SHIP TO INFORMATION

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

See Section G – Contracting Officer Representative (COR)

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SECTION E INSPECTION AND ACCEPTANCE

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

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

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SECTION F DELIVERABLES OR PERFORMANCE

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

| | |
|------|------------------------|
| 7001 | 8/31/2017 - 11/30/2017 |
| 7101 | 12/1/2017 - 11/30/2018 |
| 9001 | 8/31/2017 - 11/30/2017 |
| 9101 | 12/1/2017 - 11/30/2018 |

CLIN - DELIVERIES OR PERFORMANCE

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

| | |
|------|------------------------|
| 7001 | 8/31/2017 - 11/30/2017 |
| 7101 | 12/1/2017 - 11/30/2018 |
| 9001 | 8/31/2017 - 11/30/2017 |
| 9101 | 12/1/2017 - 11/30/2018 |

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

| | |
|------|------------------------|
| 7201 | 12/1/2018 - 11/30/2019 |
| 7301 | 12/1/2019 - 11/30/2020 |
| 7401 | 12/1/2020 - 11/30/2021 |
| 7501 | 12/1/2021 - 8/30/2022 |
| 9201 | 12/1/2018 - 11/30/2019 |
| 9301 | 12/1/2019 - 11/30/2020 |
| 9401 | 12/1/2020 - 11/30/2021 |
| 9501 | 12/1/2021 - 8/30/2022 |

Services to be performed hereunder will be provided at the contractor's facility in the San Diego metropolitan area and at other various locations in accordance with the PWS, Attachment 1, and:

SPAWAR Headquarters

4301 Pacific Highway

San Diego, CA 92110

| | | | | |
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The above period(s) of performance for the option(s) to extend the term of the task order shall apply only if the Government exercises the option(s) as stated in Section B in accordance with the basic contract clause at FAR 52.217-8 "Option to Extend Services" or FAR 52.217-9 "Option to Extend the Term of the Contract."

F-1 PERIODS OF PERFORMANCE (DEC 1999)

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

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SECTION G CONTRACT ADMINISTRATION DATA

G-1 STANDARD MONTHLY STATUS REPORTS

The contractor shall electronically submit Monthly Status Reports (MSR) in accordance with the format and content detailed in CDRL Item A001. Submissions are due monthly IAW CDRL Item A001 of the following month to the Contracting Officer Representative. This submission may be to a central website.

In addition to the content specified in the CDRL Item, a brief narrative shall be included in the MSR to address the following:

- a. Period Covered by Report
- b. Significant Accomplishments – Description of the technical progress made during that period.
- c. Significant Issues
- d. Schedule Status – Indicate if efforts are on schedule. If not, indicate the reason for the delay and the projected completion or delivery date, if applicable.
- e. Travel Activity

The contractor shall provide emergent reports at the request of the Task Order Contracting Officer or COR.

G-2 INVOICING AND PAYMENT INSTRUCTIONS FOR MULTIPLE ACCOUNTING CLASSIFICATION CITATIONS

Contractor Invoicing Instructions:

- (a) Consistent with Task Order clause H-1, Segregation of Costs, the contractor shall segregate and accumulate costs for the performance of this Task Order by the appropriate Accounting Classification Reference Number (ACRN) listed in the Accounting Data provided in Section G.
- (b) Each ACRN under this contract is associated to a specific program, project, or PWS paragraph. Cross-reference information for invoicing is provided in Section G, "Accounting Data." Under each ACRN; the program, project, or PWS paragraph; appropriation funds type and appropriation year are identified.

Costs incurred under the referenced program, project, or PWS paragraph shall only be billed to the associated ACRN(s). The contractor is only authorized to invoice for work completed under the program, project, or PWS paragraph referenced within each ACRN. Within each program, project, or PWS paragraph, the Contractor shall

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invoice in the same proportion as the amount of funding currently unliquidated (for each ACRN within the same fiscal year), starting with the earliest appropriation year.

(c) The contractor's invoice shall identify the appropriate Contract and Task Order number. For the work performed, invoiced costs shall be associated to the Contract Line Item Number (CLIN), the Contract Subline Item Number (SLIN), and the specific ACRN. Invoices submitted to the paying office that do not comply with this requirement will be returned to the contractor for resubmission. The contractor shall provide an electronic copy of each invoice to the Contracting Officer's Representative at the time of submission to WAWF.

G-3 TYPE OF CONTRACT (DEC 1999)

This task order has Cost-Plus-Fixed-Fee (CPFF) and Cost (only) type CLINs.

G-4 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013) (252.232-7006)

(a) Definitions. As used in this clause --

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

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

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

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

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

(1) Have a designated electronic business point of contact in the System for Award Management at

<https://www.acquisition.gov>; and

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(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 the contract/order:

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

Cost Voucher

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

See G-5 of this task order

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

Routing Data Table*

| Field Name in WAWF | Data to be entered in WAWF |
|---------------------------|----------------------------|
| Pay Official DoDAAC | Block 15 of DD1155 |
| Issue By DoDAAC | N00039 |
| Admin DoDAAC | Block 7 of DD1155 |
| Inspect by DoDAAC | N00039 |
| Ship to Code | See G-5 of this task order |
| Ship from Code | See G-5 of this task order |
| Mark for Code | See G-5 of this task order |
| Service Approver (DoDAAC) | N/A |
| Service Acceptor (DoDAAC) | N00039 |
| Accept at Other DoDAAC | N/A |
| LPO DoDAAC | N/A |
| DCAA Auditor Information | HAA50W |

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| | |
|--------------|-----|
| Other DoDAAC | N/A |
|--------------|-----|

(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.

| |
|---|
| Send Additional E-mail Notification To: |
| COR: Eric Tietz at eric.s.tietz@navy.mil |

(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.

N/A

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

G-5 CONTRACTING OFFICER REPRESENTATIVE (COR)

(a) The Contracting Officer hereby appoints the following individual as the Contracting Officer's Representative (COR) for this Task Order:

Name: [REDACTED]
Code: [REDACTED]
Address: [REDACTED]
Phone: [REDACTED]
E-Mail: [REDACTED]

(b) Only the Procuring Contracting Officer (PCO) has the authority to modify the terms of the contract, therefore,

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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 PCO or the Administrative Contracting Officer (ACO) has issued a contractual change.

G-6 ACTIVITY OMBUDSMAN

The SPAWAR Ombudsman for this Task Order is:

Name: CDR Joel Pitel

Code: SPAWAR 21000

Address: 4301 Pacific Hwy, San Diego, CA 92110

Phone: 619-524-7598

E-Mail: joel.pitel@navy.mil

G-7 CONTRACTOR PERFORMANCE APPRAISAL REPORTING SYSTEM (OCT 2002)

a. Past performance information will be collected and maintained under this contract using the Department of Defense Contractor Performance Appraisal Reporting System (CPARS). CPARS is a web-enabled application that collects and manages the contractor's performance information on a given contract during a specific period of time. Additional information is available at <http://www.cpars.navy.mil/>.

b. After contract award, the contractor will be given access authorization by the respective SPAWAR Focal Point, to review and comment on any element of the proposed rating before that rating becomes final. Within 60 days after contract award, the contractor shall provide in writing (or via e-mail) to the contracting officer the name, title, e-mail address and telephone number of the company individual or individuals who will have the responsibility of reviewing and approving any Contractor Performance Appraisal Report (CPAR) Report developed under the contract. If, during the life of this contract these company individual(s) are replaced by the contractor, the name, title, e-mail address and telephone number of the substitute individuals will be provided to the contracting officer within 60 days of the replacement.

G-8 DFAS PAYMENT INSTRUCTIONS - OTHER (SEP 2009) (252.204-0012)

The payment office shall make payment from each ACRN in accordance with the amounts invoiced by CLIN / SLIN/ ACRN as referenced on the contractor's invoice. The subject Task Order is a cost-type contract that requires multiple CLINs/SLINs/ACRNs to be funded against a fluid schedule. Consequently, the contractor completes the effort in a fluid environment. That said; the best way to define payment instructions is to evaluate the contractor's invoice, which is the only logical reflection of how funds will be expended.

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NOTE: This Task Order has multiple sources of funding. DFAS Special Payment Instructions (1) - (11) use a first-in / first-out format that is not compatible with this multiple source funded Task Order. Payment Instruction (12) must be used to facilitate the multiple source funding structure of this Task Order for which invoicing shall be paid by CLIN / SLIN / ACRN as referenced in the contractor's invoices.

Accounting Data

| SLINID | PR Number | Amount |
|--|------------|-----------|
| 700101 | 1300668061 | 240184.00 |
| LLA : | | |
| AA 1771804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A00004157736 | | |
| Standard Number: 130066806100001 | | |
| 700102 | 1300668061 | 88000.00 |
| LLA : | | |
| AB 1771804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A10004157736 | | |
| Standard Number: 130066806100002 | | |
| 700103 | 1300668061 | 95000.00 |
| LLA : | | |
| AC 1771804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A20004157736 | | |
| Standard Number: 130066806100003 | | |
| 700104 | 1300668061 | 14700.00 |
| LLA : | | |
| AD 1771804 5U7N 251 00039 0 050120 2D 000000 Cost Code: A30004157736 | | |
| Standard Number: 130066806100004 | | |
| 700105 | 1300668061 | 134000.00 |
| LLA : | | |
| AE 1771810 M2NS 251 00039 0 050120 2D 000000 Cost Code: A40004157736 | | |
| Standard Number: 130066806100005 | | |
| 700106 | 1300668061 | 168560.00 |
| LLA : | | |
| AF 1771810 M3SP 251 00039 0 050120 2D 000000 Cost Code: A50004157736 | | |
| Standard Number: 130066806100006 | | |
| 700107 | 1300668061 | 660642.00 |
| LLA : | | |
| AG 1771319 X7KP 251 00039 0 050120 2D 000000 Cost Code: A60004157736 | | |
| Standard Number: 130066806100007 | | |
| 700108 | 1300668061 | 19750.00 |
| LLA : | | |
| AH 1771319 X7JN 251 00039 0 050120 2D 000000 Cost Code: A70004157736 | | |
| Standard Number: 130066806100008 | | |
| 700109 | 1300668061 | 71000.00 |
| LLA : | | |
| AJ 1771319 X7KP 251 00039 0 050120 2D 000000 Cost Code: A80004157736 | | |
| Standard Number: 130066806100009 | | |
| 700110 | 1300668061 | 342000.00 |
| LLA : | | |
| AK 17X1319 5517 251 00039 0 050120 2D 000000 Cost Code: A90004157736 | | |
| Standard Number: 130066806100010 | | |
| 700111 | 1300668061 | 216350.00 |
| LLA : | | |
| AL 17X1319 5517 251 00039 0 050120 2D 000000 Cost Code: B00004157736 | | |
| Standard Number: 130066806100011 | | |

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700112 1300667437 5000.00
 LLA :
 AM 1731611 1316 251 SH317 0 050120 2D 000000 Cost Code: A00004154493
 Standard Number: 130066743700001

700113 1300667437 4400.00
 LLA :
 AN 1731611 1316 251 SH317 0 050120 2D 000000 Cost Code: A10004154493
 Standard Number: 130066743700002

900101 1300668061 50000.00
 LLA :
 AA 1771804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A00004157736
 Standard Number: 130066806100001

900102 1300668061 55492.00
 LLA :
 AG 1771319 X7KP 251 00039 0 050120 2D 000000 Cost Code: A60004157736
 Standard Number: A60004157736

BASE Funding 2165078.00
 Cumulative Funding 2165078.00

MOD P00001

700114 1300667997 577408.00
 LLA :
 AP 1771319 X544 251 00039 0 050120 2D 000000 Cost Code: A00004158115
 Standard Number: 130066799700001

700115 1300667997 337211.84
 LLA :
 AQ 1771804 5T6M 251 00039 0 050120 2D 000000 Cost Code: A10004158115
 Standard Number: 130066799700002

700116 1300667997 80045.00
 LLA :
 AR 1771804 5C6C 251 00039 0 050120 2D 000000 Cost Code: A20004158115
 Standard Number: 130066799700003

MOD P00001 Funding 994664.84
 Cumulative Funding 3159742.84

MOD P00002

700117 1300673734 172791.57
 LLA :
 AS 1771804 5U7N 251 00039 0 050120 2D 000000 Cost Code: A00004200636
 Standard Number: 130067373400001

700118 1300673734 13425.00
 LLA :
 AT 1771804 5T6M 251 00039 0 050120 2D 000000 Cost Code: A10004200636
 Standard Number: 130067373400002

MOD P00002 Funding 186216.57
 Cumulative Funding 3345959.41

MOD P00003

700119 1300674833 5000.00
 LLA :
 AW 1761611 1590 251 SH325 0 050120 2D 000000 Cost Code: A00004210016
 Standard Number: 130067483300001

700120 1300674719 10000.00
 LLA :

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AV 1741611 C281 251 24VCS 0 050120 2D 000000 Cost Code: A00004209558
Standard Number: 130067471900001

700121 1300674827 10000.00

LLA :

AX 9717190300 2520 RDS P73PF Y 17ABC4 31 AFY171 971AB253HQ01 477569590100010280000 044
411

Standard Number: 130067482700001

700122 1300674718 3000.00

LLA :

AY 1721611 1317 251 SH317 0 050120 2D 000000 Cost Code: A00004209556

Standard Number: 130067471800001

700123 1300674717 12000.00

LLA :

AZ 1721611 1388 251 SH377 0 050120 2D 000000 Cost Code: A00004209553

Standard Number: 130067471700001

700124 1300674717 11000.00

LLA :

BA 1721611 1388 251 SH377 0 050120 2D 000000 Cost Code: A10004209553

Standard Number: 130067471700002

MOD P00003 Funding 51000.00
Cumulative Funding 3396959.41

MOD P00004

710101 1300679197-0001 120000.00

LLA :

BB 1771319 X7JN 251 00039 0 050120 2D 000000 Cost Code: A00004258249

Standard Number: 130067919700001

710102 1300679197-0001 647500.00

LLA :

BC 1771319 X7HX 251 00039 0 050120 2D 000000 Cost Code: A10004258249

Standard Number: 130067919700002

710103 1300679197-0001 155000.00

LLA :

BD 1771319 X7HX 251 00039 0 050120 2D 000000 Cost Code: A20004258249

Standard Number: 130067919700003

710104 1300679198-0001 500000.00

LLA :

BE 1781319 X544 251 00039 0 050120 2D 000000 Cost Code: A10004258250

Standard Number: 130067919800002

710105 1300679198-0001 152000.00

LLA :

BF 1781319 X544 251 00039 0 050120 2D 000000 Cost Code: A20004258250

Standard Number: 130067919800003

710106 1300679198-0001 349312.00

LLA :

BG 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A50004258250

Standard Number: 130067919800006

710107 1300679198-0001 100110.00

LLA :

BH 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A60004258250

Standard Number: 130067919800007

710108 1300679198-0001 202336.00

LLA :

BJ 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A70004258250

Standard Number: 130067919800008

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| 710109 | 1300679198-0001 | 37950.00 |
| LLA : | | |
| BK 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A80004258250 | | |
| Standard Number: 130067919800009 | | |
| | | |
| 710110 | 1300679198-0001 | 30000.00 |
| LLA : | | |
| BL 1781810 M3SP 251 00039 0 050120 2D 000000 Cost Code: A90004258250 | | |
| Standard Number: 130067919800010 | | |
| | | |
| 710111 | 1300679198-0001 | 238076.00 |
| LLA : | | |
| BM 1781319 X7SC 251 00039 0 050120 2D 000000 Cost Code: B00004258250 | | |
| Standard Number: 130067919800011 | | |
| | | |
| 710112 | 1300679198-0001 | 144750.00 |
| LLA : | | |
| BN 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: B10004258250 | | |
| Standard Number: 130067919800012 | | |
| | | |
| 710113 | 1300679198-0001 | 338000.00 |
| LLA : | | |
| BP 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: B20004258250 | | |
| Standard Number: 130067919800013 | | |
| | | |
| 710114 | 1300679198-0001 | 500000.00 |
| LLA : | | |
| BQ 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: B50004258250 | | |
| Standard Number: 130067919800016 | | |
| | | |
| 710115 | 1300679198-0001 | 181000.00 |
| LLA : | | |
| BR 1781804 5C5C 251 00039 0 050120 2D 000000 Cost Code: B60004258250 | | |
| Standard Number: 130067919800017 | | |
| | | |
| 710116 | 1300679198-0001 | 55000.00 |
| LLA : | | |
| BS 1781810 M2NU 251 00039 0 050120 2D 000000 Cost Code: B70004258250 | | |
| Standard Number: 130067919800018 | | |
| | | |
| 710117 | 1300679198-0001 | 176000.00 |
| LLA : | | |
| BT 1781810 M2NS 251 00039 0 050120 2D 000000 Cost Code: B80004258250 | | |
| Standard Number: 130067919800019 | | |
| | | |
| 710118 | 1300679198-0001 | 91759.00 |
| LLA : | | |
| BU 1771109 4631 251 67854 067443 2D 463100 Cost Code: 7RC74F21111N | | |
| Standard Number: 130067919800021 | | |
| | | |
| 710119 | 1300679198-0001 | 244166.00 |
| LLA : | | |
| BV 1771109 4633 251 67854 067443 2D 463300 Cost Code: 7RC749221110 | | |
| Standard Number: 130067919800022 | | |
| | | |
| 710120 | 1300680267 | 5000.00 |
| LLA : | | |
| BW 1771611 H232 251 SB450 0 050120 2D 000000 Cost Code: A00004267567 | | |
| Standard Number: 130068026700001 | | |
| | | |
| 710121 | 1300680269 | 5000.00 |
| LLA : | | |
| BX 1781804 5RZ3 251 00039 0 050120 2D 000000 Cost Code: A00004267711 | | |
| Standard Number: 130068026900001 | | |
| | | |
| 710122 | 1300680270 | 10000.00 |
| LLA : | | |
| BY 1741611 C281 251 24VCS 0 050120 2D 000000 Cost Code: A00004267814 | | |
| Standard Number: 130068027000001 | | |

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710123 1300680270 10000.00
LLA :
BZ 1741611 C281 251 24VCS 0 050120 2D 000000 Cost Code: A10004267814
Standard Number: 130068027000002

710124 1300680270 10000.00
LLA :
CA 1741611 C281 251 24VCS 0 050120 2D 000000 Cost Code: A20004267814
Standard Number: 130068027000003

710125 1300680270 10000.00
LLA :
CB 1741611 C281 251 24VCS 0 050120 2D 000000 Cost Code: A30004267814
Standard Number: 130068027000004

710126 1300680421 5000.00
LLA :
CC 1721611 1317 251 SH317 0 050120 2D 000000 Cost Code: A00004267819
Standard Number: 130068042100001

710127 1300680421 5000.00
LLA :
CD 1721611 1317 251 SH317 0 050120 2D 000000 Cost Code: A10004267819
Standard Number: 130068042100002

710128 1300680421 5000.00
LLA :
CE 1721611 1317 251 SH317 0 050120 2D 000000 Cost Code: A20004267819
Standard Number: 130068042100003

710129 1300680421 10000.00
LLA :
CF 1721611 1317 251 SH317 0 050120 2D 000000 Cost Code: A30004267819
Standard Number: 130068042100004

710130 1300680421 5000.00
LLA :
CG 1761611 1317 251 SH317 0 050120 2D 000000 Cost Code: A40004267819
Standard Number: 130068042100005

710131 1300680422 4125.00
LLA :
CH 1771611 6218 251 CV312 0 050120 2D 000000 Cost Code: A00004268022
Standard Number: 130068042200001

710132 1300680422 4125.00
LLA :
CJ 1771611 6218 251 CV312 0 050120 2D 000000 Cost Code: A10004268022
Standard Number: 130068042200002

710133 1300680422 4125.00
LLA :
CK 1771611 6218 251 CV312 0 050120 2D 000000 Cost Code: A20004268022
Standard Number: 130068042200003

710134 1300680422 4125.00
LLA :
CL 1771611 6218 251 CV312 0 050120 2D 000000 Cost Code: A30004268022
Standard Number: 130068042200004

710135 1300680427 5000.00
LLA :
CM 1771611 1227 251 SH500 0 050120 2D 000000 Cost Code: A00004268140
Standard Number: 130068042700001

710136 1300680427 10000.00
LLA :
CN 1771611 1227 251 SH500 0 050120 2D 000000 Cost Code: A10004268140
Standard Number: 130068042700002

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710137 1300680427 10000.00
LLA :
CP 1771611 1227 251 SH500 0 050120 2D 000000 Cost Code: A20004268140
Standard Number: 130068042700003

710138 1300680573 4000.00
LLA :
CQ 1751611 6210 251 CV378 0 050120 2D 000000 Cost Code: A00004269381
Standard Number: 130068057300001

710139 1300680573 4000.00
LLA :
CR 1751611 6210 251 CV378 0 050120 2D 000000 Cost Code: A10004269381
Standard Number: 130068057300002

710140 1300680573 4000.00
LLA :
CS 1731611 6210 251 CV378 0 050120 2D 000000 Cost Code: A20004269381
Standard Number: 130068057300003

710141 1300680573 4000.00
LLA :
CT 1751611 6210 251 CV378 0 050120 2D 000000 Cost Code: A30004269381
Standard Number: 130068057300004

710142 1300680578 5000.00
LLA :
CU 1731611 1390 251 SH385 0 050120 2D 000000 Cost Code: A00004269601
Standard Number: 130068057800001

710143 1300680643 5000.00
LLA :
CV 1761611 1590 251 SH325 0 050120 2D 000000 Cost Code: A00004269892
Standard Number: 130068064300001

710144 1300680643 20000.00
LLA :
CW 1761611 1590 251 SH325 0 050120 2D 000000 Cost Code: A10004269892
Standard Number: 130068064300002

710145 1300674831 10000.00
LLA :
CX 1731611 1224 251 SH400 0 050120 2D 000000 Cost Code: A00004210012
Standard Number: 130067483100001

710146 1300674831 2500.00
LLA :
CY 1741611 1224 251 SH400 0 050120 2D 000000 Cost Code: A10004210012
Standard Number: 130067483100002

710147 1300674831 12000.00
LLA :
CZ 1751611 1224 251 SH400 0 050120 2D 000000 Cost Code: A20004210012
Standard Number: 130067483100003

710148 1300681492 3000.00
LLA :
DA 1781804 5RZ3 251 00039 0 050120 2D 000000 Cost Code: A00004276198
Standard Number: 130068149200001

910101 1300679198-0001 50000.00
LLA :
BG 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A50004258250
Standard Number: A50004258250

910102 1300679198-0001 50000.00
LLA :
BJ 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A70004258250
Standard Number: A70004258250

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910103 1300679198-0001 50000.00
 LLA :
 BM 1781319 X7SC 251 00039 0 050120 2D 000000 Cost Code: B00004258250
 Standard Number: B00004258250

MOD P00004 Funding 4607959.00
 Cumulative Funding 8004918.41

MOD P00005

710149 1300680425 15000.00
 LLA :
 DB 1731611 1224 251 SH400 0 050120 2D 000000 Cost Code: A00004268137
 Standard Number: 130068042500001

710150 1300680425 20000.00
 LLA :
 DC 1731611 1224 251 SH400 0 050120 2D 000000 Cost Code: A10004268137
 Standard Number: 130068042500002 \$10,000 & 130068042500003 \$10,000

710151 1300680425 5000.00
 LLA :
 DD 1741611 1224 251 SH400 0 050120 2D 000000 Cost Code: A20004268137
 Standard Number: 130068042500004

710152 1300680425 10000.00
 LLA :
 DE 1731611 1224 251 SH400 0 050120 2D 000000 Cost Code: A30004268137
 Standard Number: 130068042500005

710153 1300680425 5000.00
 LLA :
 DF 1751611 1224 251 SH400 0 050120 2D 000000 Cost Code: A40004268137
 Standard Number: 130068042500006

710154 1300680425 10000.00
 LLA :
 DG 1751611 1224 251 SH400 0 050120 2D 000000 Cost Code: A50004268137
 Standard Number: 130068042500007

710155 1300680425 12000.00
 LLA :
 DH 1761611 1224 251 SH400 0 050120 2D 000000 Cost Code: A60004268137
 Standard Number: 130068042500008

710156 1300680425 18400.00
 LLA :
 DJ 1761611 1224 251 SH400 0 050120 2D 000000 Cost Code: A70004268137
 Standard Number: 130068042500009 \$10,000 & 130068042500010 \$8,400

710157 1300680641 7000.00
 LLA :
 DK 1741611 1391 251 SH385 0 050120 2D 000000 Cost Code: A00004269799
 Standard Number: 130068064100001

710158 1300682232 15000.00
 LLA :
 DL 1721611 1388 251 SH377 0 050120 2D 000000 Cost Code: A00004281917
 Standard Number: 130068223200001

710159 1300682232 10000.00
 LLA :
 DM 1721611 1388 251 SH377 0 050120 2D 000000 Cost Code: A10004281917
 Standard Number: 130068223200002

710160 1300682232 10000.00
 LLA :
 DN 1771611 1388 251 SH377 0 050120 2D 000000 Cost Code: A30004281917
 Standard Number: 130068223200003

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710161 1300682232 5000.00
LLA :
DP 1771611 1388 251 SH377 0 050120 2D 000000 Cost Code: A20004281917
Standard Number: 130068223200004

710162 1300682443 12000.00
LLA :
DQ 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: A00004283528
Standard Number: 130068244300001

710163 1300682443 185000.00
LLA :
DR 1781319 X544 251 00039 0 050120 2D 000000 Cost Code: A10004283528
Standard Number: 130068244300002

710164 1300682443 75000.00
LLA :
DS 1781319 X544 251 00039 0 050120 2D 000000 Cost Code: A20004283528
Standard Number: 130068244300003

710165 1300682443 100000.00
LLA :
DT 1781319 X544 251 00039 0 050120 2D 000000 Cost Code: B20004283528
Standard Number: 130068244300004

710166 1300682443 210000.00
LLA :
DU 1781810 M21R 251 00039 0 050120 2D 000000 Cost Code: B10004283528
Standard Number: 130068244300005

710167 1300682443 159000.00
LLA :
DV 1781319 X544 251 00039 0 050120 2D 000000 Cost Code: B30004283528
Standard Number: 130068244300006

710168 1300682443 116000.00
LLA :
DW 1781319 X7HX 251 00039 0 050120 2D 000000 Cost Code: B40004283528
Standard Number: 130068244300007

710169 1300682443 400000.00
LLA :
DX 1781804 5C1C 251 00039 0 050120 2D 000000 Cost Code: B50004283528
Standard Number: 130068244300008

910104 1300680425 1600.00
LLA :
DJ 1761611 1224 251 SH400 0 050120 2D 000000 Cost Code: A70004268137
Standard Number: 130068042500011

MOD P00005 Funding 1401000.00
Cumulative Funding 9405918.41

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SECTION H SPECIAL CONTRACT REQUIREMENTS

H-1 SEGREGATION OF COSTS (DEC 2003) (5252.232-9206)

(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 B and/or Section G, of the contract or in the task or delivery order that authorizes work. Payment of Contractor invoices shall be accomplished only by charging the ACRN that corresponds to the work invoiced.

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

H-2 INTELLECTUAL PROPERTY

All of the FAR 52.227 and DFARS 252.227 clauses, and the Data Rights clause in the basic contract, are invoked for this task order.

H-3 CONTRACTOR PICTURE BADGE (JUL 2013) (5252.204-9202)

(a) A contractor picture badge may be issued to contractor personnel by the SPAWARSSYSCOM 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 SPAWARSSYSCOM 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 SPAWARSSYSCOM Security Office a list of all unreturned badges with a written explanation of any missing badges.

H-4 CONTRACTOR IDENTIFICATION (MAY 2004) (5252.237-9602)

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(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.

H-5 LIMITED RELEASE OF CONTRACTOR CONFIDENTIAL BUSINESS INFORMATION (CBI) (APRIL 2010) (5252.227-9207)

(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,

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

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

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

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

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

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

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

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

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

H-6 TECHNICAL INSTRUCTIONS

(a) Performance of work hereunder may be subject to written technical instructions signed by the COR specified in Section G of this task order. As used herein, technical instructions are defined to include the following:

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

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

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

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

H-7 ORGANIZATIONAL CONFLICT OF INTEREST

The Organizational Conflict of Interest clause in the Contractor's Basic SeaPort IDIQ contract is incorporated in this Task Order by reference.

H-8 REIMBURSEMENT OF TRAVEL COSTS (JAN 2006) (5252.231-9200)

(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.

(b) General

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

(i) Federal Travel Regulation prescribed by the General Services Administration for travel in the contiguous 48 United States;

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

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

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

(c) Per Diem

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

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facility and any facility required by this contract.

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

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

(d) Transportation

(1) The contractor shall be paid on the basis of actual amounts paid to the extent that such transportation is necessary for the performance of work under the contract and is authorized in writing by the Government per paragraph (a).

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

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

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

(5) When transportation by a rental automobile, other special conveyance or public conveyance is authorized, the contractor shall be paid the rental and/or hiring charge and operating expenses incurred on official business (if not

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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.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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H-9 EMPLOYMENT OF NAVY PERSONNEL RESTRICTED (DEC 1999) (5252.209-9206)

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

H-10 REQUIRED INFORMATION ASSURANCE AND PERSONNEL SECURITY REQUIREMENTS FOR ACCESSING GOVERNMENT INFORMATION SYSTEMS AND NONPUBLIC INFORMATION (AUG 2011) (5252.237-9603)

(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;

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(ii) Safeguard accessed information from unauthorized use and disclosure, and not discuss, divulge, or disclose any accessed information to any person or entity except those persons authorized to receive the information as required by the contract or as authorized by Federal statute, law, or regulation;

(iii) Inform authorized users requiring access in the performance of the contract regarding their obligation to utilize information only for the purposes specified in the contract and to safeguard information from unauthorized use and disclosure.

(iv) Execute a "Contractor Access to Information Non-Disclosure Agreement," and obtain and submit to the Contracting Officer a signed "Contractor Employee Access to Information Non-Disclosure Agreement" for each employee prior to assignment;

(v) Notify the Contracting Officer in writing of any violation of the requirements in (i) through (iv) above as soon as the violation is identified, no later than 24 hours. The notice shall include a description of the violation and the proposed actions to be taken, and shall include the business organization, other entity, or individual to whom the information was divulged.

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

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

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

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

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calendar days of its submission may result, at a minimum, in rejection of the plan and removal of any system access.

**H-11 INFORMATION ASSURANCE CONTRACTOR TRAINING AND CERTIFICATION (JAN 2008)
(252.239-7001)**

(a) The Contractor shall ensure that personnel accessing information systems have the proper and current information assurance certification to perform information assurance functions in accordance with DoD 8570.01-M, Information Assurance Workforce Improvement Program. The Contractor shall meet the applicable information assurance certification requirements, including –

(1) DoD-approved information assurance workforce certification appropriate for each category and level as listed in the current version of DoD 8570.01-M; and

(2) Appropriate operating system certification for information assurance technical positions as required by DoD 8570.01-M.

(b) Upon request by the Government, the Contractor shall provide documentation supporting the information assurance certification status of personnel performing information assurance functions.

(c) Contractor personnel who do not have proper and current certifications shall be denied access to DoD information systems for the purpose of performing information assurance functions.

H-12 AUTHORIZED CHANGES ONLY BY THE CONTRACTING OFFICER (JAN 1992) (5252.243-9600)

(a) Except as specified in paragraph (b) below, no order, statement, or conduct of Government personnel who visit the Contractor's facilities or in any other manner communicates with Contractor personnel during the performance of this contract shall constitute a change under the Changes clause of this contract.

(b) The Contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is pursuant to specific authority otherwise included as a part of this contract.

(c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract and notwithstanding provisions contained elsewhere in this contract, the said authority remains solely the Contracting Officer's. In the event the contractor effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof. The address and telephone

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number of the Contracting Officer is:

NAME: [REDACTED]

ADDRESS: [REDACTED]

TELEPHONE: [REDACTED]

E-MAIL: [REDACTED]

H-13 ENTERPRISE CONTRACTOR MANPOWER REPORTING APPLICATION (ECMRA)

The Contractor shall report ALL Contractor labor hours (including subcontractor labor hours) required for performance of services provided under this Task Order for the Space and Naval Warfare Systems Command (SPAWAR) via a secure data collection site. The Contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>

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

H-14 RELEASE OF PLANNING, PROGRAMMING, AND BUDGETING SYSTEM (PPBS) DATA

(a) As defined in this clause, "Planning, Programming and Budgeting System (PPBS) data" includes, but is not limited to, one or more of the following:

- (1) Planning phase.
- (2) Defense Planning Guidance.
- (3) Programming Phase.
- (4) Fiscal Guidance (when separate from Defense Planning guidance).
- (5) Program Objective Memoranda.

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(6) Port Defense Program (formerly FYDP) documents (POM Defense Program, Procurement Annex, RDT&E Annex).

(7) Program review Proposals.

(8) Issue Papers (also referred to as Major Issue Papers, Tier II Issue Papers, Cover Briefs).

(9) Proposed Military Department Program Reductions (or Program Offsets).

(10) Tentative Issue Decision Memoranda.

(11) Program Decision Memoranda.

(12) Budgeting Phase.

(13) Defense Program (formerly FYDP) documents for September Budget Estimate Submission and President's Budget Estimate submission including Procurement, RTD&E and Construction Annexes).

(14) Classified P1, R1 and C1.

(15) Program Budget Decisions and Defense Management Report Decisions.

(16) Reports Generated by the Automated Budget Review System (BRS).

(17) DD 1414 Base for Reprogramming.

(18) DD 1416 Report of Programs.

(19) Contract Award Reports.

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(20) Congressional Data Sheets.

(21) Any other data or information identified by the Government as PPBS data or information.

This definition includes all such documentation (whether published or unpublished), and equivalent published or unpublished PPBS data in whatever form produced and maintained by any service component.

(b) The Contractor hereby agrees that it will not divulge any Planning, Programming and Budgeting System (PPBS) data made available to it under this contract to any individual (including other members of the contractor's organization), company or Government representative, unless specific written authorization is received from the Contracting Officer. The Contractor also agrees that it will promptly notify the Contracting Officer of any attempt by any individual (including other members of the contractor's organization), company or Government representative to gain access to such PPBS data. Such notification shall include the name and organization, if available, of the individual (including other members of the contractor's organization), company or Government representative.

(c) Within fourteen calendar days of contract award, the Contractor shall submit to the Contracting Officer a statement describing the Contractor, its parent company, and subsidiaries (if any), and any financial interest they have in current or future systems and services being acquired by the Navy.

(d) The Contractor shall require that all employees who have access to such data execute the following "STATEMENT OF NONDISCLOSURE OF PPBS DATA," and submit these nondisclosure statements to the Contracting Officer prior to granting access to PPBS data to such employees:

STATEMENT OF NONDISCLOSURE OF PPBS DATA

I will not divulge Planning, Programming and Budgeting System (PPBS) Information available to me through Task Order (INSERT NUMBER) as the term PPBS is defined in Clause H-12 of that task order to anyone, including other employees of my corporation, without specific written authorization from the Contracting Officer.

This restriction applies not only to information from PPBS documents, published or unpublished, but also to equivalent published or unpublished budget data in whatever form produced and maintained by the service components.

SIGNATURE: _____

TYPED NAME: _____

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DATE: _____

(e) In the event the Contractor, or any of its employees, agents, or subcontractors (or their employees, agents or subcontractors), fail to comply with the provisions of this clause, such noncompliance shall be deemed a material breach of the contract for which the Government reserves the right to avail itself of any or all of the following remedies:

(1) Terminate the contract for default in accordance with FAR § 52.249-6 ("Termination (Cost-Reimbursement)")(SEP 1996) or FAR § 52.249-8 ("Default (Fixed-Price Supply and Service"

(2) Include a discussion of such failure to comply with this clause in any evaluation by the Government of the Contractor's performance of this contract created pursuant to FAR 42.15.

(3) Resort to such other rights and remedies as provided for under this contract and under Federal law. Waiver of such rights by the Government for noncompliance shall not be construed as waiver for any successive noncompliance.

(f) Any subcontractor who is granted access to PPBS data shall be subject to the restrictions stated in subparagraphs (a) through (e) above. The Contractor shall notify the subcontractor that it is so subject. The Contractor agrees that the requirements of this clause shall be inserted in all subcontracts such that the restriction on disclosure of PPBS data shall apply to all subcontractors at any tier.

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SECTION I CONTRACT CLAUSES

I-1 OPTION TO EXTEND SERVICES (NOV 1999) (52.217-8)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed six (6) months. The Contracting Officer may exercise the option by written notice to the Contractor.

I-2 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000) (52.217-9)

(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 (5) years and six (6) months.

I-3 EVALUATION OF COMPENSATION FOR PROFESSIONAL EMPLOYEES (FEB 1993) (52.222-46)

(a) Re-competition of service contracts may in some cases result in lowering the compensation (salaries and fringe benefits) paid or furnished professional employees. This lowering can be detrimental in obtaining the quality of professional services needed for adequate contract performance. It is therefore in the Government's best interest that professional employees, as defined in 29 CFR 541, be properly and fairly compensated. As part of their proposals, Offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract. The Government will evaluate the plan to assure that it reflects a sound management approach and understanding of the contract requirements. This evaluation will include an assessment of the Offeror's ability to provide uninterrupted high-quality work. The professional compensation proposed will be considered in terms of its impact upon recruiting and retention, its realism, and its consistency with a total plan for compensation. Supporting information will include data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure.

(b) The compensation levels proposed should reflect a clear understanding of work to be performed and should indicate the capability of the proposed compensation structure to obtain and keep suitably qualified personnel to meet mission objectives. The salary rates or ranges must take into account differences in skills, the complexity of various disciplines, and professional job difficulty. Additionally, proposals envisioning compensation levels lower

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than those of predecessor contractors for the same work will be evaluated on the basis of maintaining program continuity, uninterrupted high-quality work, and availability of required competent professional service employees. Offerors are cautioned that lowered compensation for essentially the same professional work may indicate lack of sound management judgment and lack of understanding of the requirement.

(c) The Government is concerned with the quality and stability of the work force to be employed on this contract. Professional compensation that is unrealistically low or not in reasonable relationship to the various job categories, since it may impair the Contractor's ability to attract and retain competent professional service employees, may be viewed as evidence of failure to comprehend the complexity of the contract requirements.

(d) Failure to comply with these provisions may constitute sufficient cause to justify rejection of a proposal.

I-4 SUBCONTRACTS – (OCT 2010) (52.244-2)

(a) Definitions. As used in this clause—

“Approved purchasing system” means a Contractor's purchasing system that has been reviewed and approved in accordance with Part 44 of the Federal Acquisition Regulation (FAR)

“Consent to subcontract” means the Contracting Officer's written consent for the Contractor to enter into a particular subcontract.

“Subcontract” means any contract, as defined in FAR Subpart 2.1, entered into by a subcontractor to furnish supplies or services for performance of the prime contractor a subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

(b) When this clause is included in a fixed-price type contract, consent to subcontract is required only on unpriced contract actions (including unpriced modifications or unpriced delivery orders), and only if required in accordance with paragraph (c) or (d) of this clause.

(c) If the Contractor does not have an approved purchasing system, consent to subcontract is required for any subcontract that-

(1) Is of the cost-reimbursement, time-and-materials, or labor-hour type; or

(2) Is fixed-price and exceeds—

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(i) For a contract awarded by the Department of Defense, the Coast Guard, or the National Aeronautics and Space Administration, the greater of the simplified acquisition threshold or 5 percent of the total estimated cost of the contract; or

(ii) For a contract awarded by a civilian agency other than the Coast Guard and the National Aeronautics and Space Administration, either the simplified acquisition threshold or 5 percent of the total estimated cost of the contract.

(d) If the Contractor has an approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer's written consent before placing the following subcontracts:

(e)(1) The Contractor shall notify the Contracting Officer reasonably in advance of placing any subcontract or modification thereof for which consent is required under paragraph (b), (c), or (d) of this clause, including the following information:

(i) A description of the supplies or services to be subcontracted.

(ii) Identification of the type of subcontract to be used.

(iii) Identification of the proposed subcontractor.

(iv) The proposed subcontract price.

(v) The subcontractor's current, complete, and accurate certified cost or pricing data and Certificate of Current Cost or Pricing Data, if required by other contract provisions.

(vi) The subcontractor's Disclosure Statement or Certificate relating to Cost Accounting Standards when such data

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are required by other provisions of this contract.

(vii) A negotiation memorandum reflecting -

(A) The principal elements of the subcontract price negotiations;

(B) The most significant considerations controlling establishment of initial or revised prices;

(C) The reason certified cost or pricing data were or were not required;

(D) The extent, if any, to which the Contractor did not rely on the subcontractor's certified cost or pricing data in determining the price objective and in negotiating the final price;

(E) The extent to which it was recognized in the negotiation that the subcontractor's certified cost or pricing data were not accurate, complete, or current; the action taken by the Contractor and the subcontractor; and the effect of any such defective data on the total price negotiated;

(F) The reasons for any significant difference between the Contractor's price objective and the price negotiated; and

(G) A complete explanation of the incentive fee or profit plan when incentives are used. The explanation shall identify each critical performance element, management decisions used to quantify each incentive element, reasons for the incentives, and a summary of all trade-off possibilities considered.

(2) The Contractor is not required to notify the Contracting Officer in advance of entering into any subcontract for which consent is not required under paragraph (b), (c), or (d) of this clause.

(f) Unless the consent or approval specifically provides otherwise, neither consent by the Contracting Officer to any subcontract nor approval of the Contractor's purchasing system shall constitute a determination -

(1) Of the acceptability of any subcontract terms or conditions;

(2) Of the allowability of any cost under this contract; or

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(3) To relieve the Contractor of any responsibility for performing this contract.

(g) No subcontract or modification thereof placed under this contract shall provide for payment on a cost-plus-percentage-of-cost basis, and any fee payable under cost-reimbursement type subcontracts shall not exceed the fee limitations in FAR 15.404-4(c)(4)(i).

(h) The Contractor shall give the Contracting Officer immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the Government.

(i) The Government reserves the right to review the Contractor's purchasing system as set forth in FAR Subpart 44.3.

(j) Paragraphs (c) and (e) of this clause do not apply to the following subcontracts, which were evaluated during negotiations.

**I-5 RESTRICTIONS ON THE USE OF MANDATORY ARBITRATION AGREEMENTS (DEC 2010)
(252.222-7006)**

(a) Definitions. As used in this clause—

“Covered subcontractor” means any entity that has a subcontract valued in excess of \$1 million, except a subcontract for the acquisition of commercial items, including commercially available off-the-shelf items.

“Subcontract” means any contract, as defined in Federal Acquisition Regulation subpart 2.1, to furnish supplies or services for performance of this contract or a higher-tier subcontract thereunder.

(b) The Contractor—

(1) Agrees not to—

(i) Enter into any agreement with any of its employees or independent contractors that requires, as a condition of employment, that the employee or independent contractor agree to resolve through arbitration—

(A) Any claim under title VII of the Civil Rights Act of 1964; or

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(B) Any tort related to or arising out of sexual assault or harassment, including assault and battery, intentional infliction of emotional distress, false imprisonment, or negligent hiring, supervision, or retention; or

(ii) Take any action to enforce any provision of an existing agreement with an employee or independent contractor that mandates that the employee or independent contractor resolve through arbitration—

(A) Any claim under title VII of the Civil Rights Act of 1964; or

(B) Any tort related to or arising out of sexual assault or harassment, including assault and battery, intentional infliction of emotional distress, false imprisonment, or negligent hiring, supervision, or retention; and

(2) Certifies, by signature of the contract, that it requires each covered subcontractor to agree not to enter into, and not to take any action to enforce, any provision of any existing agreements, as described in paragraph (b)(1) of this clause, with respect to any employee or independent contractor performing work related to such subcontract.

(c) The prohibitions of this clause do not apply with respect to a contractor's or subcontractor's agreements with employees or independent contractors that may not be enforced in a court of the United States.

(d) The Secretary of Defense may waive the applicability of the restrictions of paragraph (b) of this clause in accordance with Defense Federal Acquisition.

I-6 REPRESENTATIONS RELATING TO COMPENSATION OF FORMER DOD OFFICIALS (252.203-7005) (NOV 2011)

(a) Definition. "Covered DoD official" is defined in the clause at 252.203-7000, Requirements Relating to Compensation of Former DoD Officials.

(b) By submission of this offer, the Offeror represents, to the best of its knowledge and belief, that all covered DoD officials employed by or otherwise receiving compensation from the Offeror, and who are expected to undertake activities on behalf of the Offeror for any resulting contract, are presently in compliance with all post-employment restrictions covered by 18 U.S.C. 207, 41 U.S.C. 2101-2107, and 5 CFR parts 2637 and 2641, including Federal Acquisition Regulation 3.104-2.

I-7 PROHIBITION ON CONTRACTING WITH ENTITIES THAT REQUIRE CERTAIN INTERNAL

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CONFIDENTIALITY AGREEMENTS (252.203-7997) (DEVIATION 2016-O0003) (OCT 2015)

(a) The Contractor shall not require employees or subcontractors seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contactors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

(b) The Contractor shall notify employees that the prohibitions and restrictions of any internal confidentiality agreements covered by this clause are no longer in effect.

(c) The prohibition in paragraph (a) of this clause does not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

(d)(1) Use of funds appropriated (or otherwise made available) by the Continuing Appropriations Act, 2016 (Pub. L. 114-53) or any other FY 2016 appropriations act that extends to FY 2016 funds the same prohibitions as contained in sections 743 of division E, title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) may be prohibited, if the Government determines that the Contractor is not in compliance with the provisions of this clause.

(2) The Government may seek any available remedies in the event the Contractor fails to perform in accordance with the terms and conditions of the contract as a result of Government action under this clause.

I-8 CLAUSES INCORPORATED BY REFERENCE (FEB 1998) (52.252-2)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also the full text of a clause may be accessed electronically at this/these site(s):

<http://farsite.hill.af.mil/>

<http://www.arnet.gov/far/>

The following clauses are incorporated in this Task Order in addition to the clauses included in the Basic Seaport Contract, Section I.

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| 52.204-10 | Reporting Executive Compensation and First Tier Subcontract Award | OCT 2016 |
| 52.219-8 | Utilization of Small Business Concerns | NOV 2016 |
| 52.222-35 | Equal Opportunity of Veterans | OCT 2015 |
| 52.222-37 | Employment Reports of Veterans | FEB 2016 |
| 52.223-18 | Encouraging Contractor Policies To Ban Text Messaging While Driving | AUG 2011 |
| 252.204-7000 | Disclosure of Information | OCT 2016 |
| 252.204-7008 | Compliance with Safeguarding Covered Defense Information Controls | OCT 2016 |
| 252.204-7009 | Limitations on the Use or Disclosure of Third-Party Contractor Information | OCT 2016 |
| 252.204-7012 | Safeguarding Covered Defense Information and Cyber Incident Reporting | OCT 2016 |
| 252.242-7005 | Contractor Business Systems | FEB 2012 |
| 252.242-7006 | Accounting System Administration | FEB 2012 |

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SECTION J LIST OF ATTACHMENTS

Exhibit_A-CDRLs

Exhibit_A-CDRL_A001_Attachment_1

Exhibit_A-CDRL_A001_Attachment_2

Attachment_1-PWS_03032017

Attachment_2-DD_Form_254_08242017

Attachment_3-QASP_12142016

Attachment_4-Allotment_of_Funds-Award

Attachment_5-Allotment_of_Funds-O1

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Performance Work Statement – Program Management, Cost Estimating, Contract Management, Acquisition Support and Cybersecurity Task Order

1.0 INTRODUCTION

Program Office Executive for Command, Control, Communications, Computers, and Intelligence (PEO C4I), Navy Communications and Global Positioning System (GPS) Navigation Program Management Warfare/Air Office 170 (PMW/A 170) is responsible for the acquisition, integration, delivery, and support of communications and navigation systems for global Naval forces. PMW/A 170 provides and supports interoperable, cost-effective Communications and Position, Navigation, and Timing (PNT) services, enabling information dominance for maritime forces. This Task Order is for Program management, Cost Estimating/Scheduling, Contract Management, Acquisition Support and Cybersecurity support services.

2.0 BACKGROUND

PMW/A 170 acquires a wide variety of communications and GPS based PNT systems throughout the Naval enterprise that support the Naval global mission. These systems are installed and operated on surface, subsurface, and airborne platforms deployed worldwide. The Communications and GPS-based PNT systems procured by PMW/A 170 are key enablers for global voice, video, and data information exchange systems as well as fleet-wide GPS-based PNT services. The PMW/A 170 portfolio, which improve the interoperability and mission effectiveness of products and services, are included in this performance work statement.

The PMW/A 170 vision is that of assured, resilient communications and GPS navigation, anytime, anywhere. The mission of PMW/A 170 is to provide and support interoperable, cost-effective communications and GPS-based PNT, enabling information dominance for maritime forces. This vision and mission supports all PEO C4I strategic objectives, including that of being the C4I provider of choice. In executing its mission, PMW/A 170 works closely with all key stakeholders in the Naval communications and GPS-based PNT enterprise, including fleet users, maintainers, requirements developers, resource sponsors, combatant commanders, other services (Marines, Army, Air Force, Coast Guard, Military Sealift Command (MSC)), GPS Directorate and Commander Operational Test Force (COTF), as well as organizations that build key components of the enterprise.

PMW/A 170 Communications and GPS Navigation Program Office support the following programs:

Commercial Satellite Communications (COMSATCOM): COMSATCOM systems satisfy many military communications requirements with reliable, high-capacity, secure, and cost-effective telecommunications. Satellites provide a solution to the challenge of communication with highly mobile forces deployed worldwide. Satellites also provide an alternative to large, fixed ground installations. They provide almost instantaneous military communications throughout the world. The COMSATCOM division consists of the following programs:

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Performance Work Statement – Program Management, Cost Estimating, Contract Management, Acquisition Support and Cybersecurity Task Order

Commercial Broadband Satellite Program (CBSP) (ACAT III) (including CBSP Leased services), Commercial Wideband Satellite Program (CWSP) (ACAT III), Naval Senior Leadership Communications–Aircraft (NSLC-A) (project under CBSP). The Contractor shall support the listed programs within the division as well as additional programs or projects that may be added to the PMW/A 170 portfolio during the contract period of performance. Support under this contract will include funds received from other Government Activities to support integration efforts into PMW/A 170 programs/projects.

Military Satellite Communications (MILSATCOM): Navy Multiband Terminal (NMT) (ACAT IC), Global Broadcast Service (GBS) (ACAT III), Environmental Satellite Receiver Processor (ESRP) SMQ-11 (ACAT IVT) and FMQ-17 (AAP), , Wideband Anti-Jam Modem System (WAMS, falls under NMT) and Time Division Multiple Access (TDMA) Interface Processor (TIP) and Advanced TIP (ATIP, falls under NMT). The Contractor shall support the listed programs within the division as well as additional programs or projects that may be added to the PMW/A 170 portfolio during the contract period of performance. Support under this contract will include funds received from other Government Activities to support integration efforts into PMW/A 170 programs/projects.

Tactical Communications (TACCOM): Tactical communications is a reliable means of communication in which some systems are restricted in the distance over which the user can communicate. VHF and UHF radio frequencies propagate principally along Line of Sight (LOS) paths, while HF frequencies can propagate beyond line of sight (BLOS). VHF and UHF LOS communications are used extensively by the Navy and Marine Corps. UHF SATCOM communications are used extensively by the Army and Navy Expeditionary Forces. HF communications are the primary method used for communications with Allied/Coalition partners when SATCOM is unavailable. These mediums are used for both tactical and non-tactical circuits, and can be set up for secure and non-secure communications. They are utilized extensively to communicate with allied nations during exercise or operations. The Tactical Communications division consists of the following programs: Digital Modular Radio (DMR) (ACAT III), Battle Force Tactical Network (BFTN) (ACAT III), Joint Aerial Layer Network-Maritime (Demonstration), Portable Radios Program (PRP) (Project) Network Tactical Common Data Links (NTCDL) (ACAT III), Amphibious Communications Tactical Systems (ACTS) and ship-to-shore tactical communications efforts in support of the USMC and Expeditionary Forces. The Contractor shall support the listed programs within the division as well as additional programs or projects that may be added to the PMW/A 170 portfolio during the contract period of performance. Support under this contract will include funds received from other Government Activities to support integration efforts into PMW/A 170 programs/projects.

Navigation: Navigation principles rely heavily on GPS technology. GPS is an all-weather, radio based, satellite navigation system that enables users to accurately determine three-dimensional positions, velocity, and time worldwide. Navigation is accomplished by passive multi-lateration. GPS Navigation is employed by all military services and uses ships, aircraft and ground units to

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provide accurate global positioning. The Navigation division consists of the following programs: Navigation Warfare Air (Air NAVWAR) (ACAT III), Navigation Warfare Sea (Sea NAVWAR) (ACAT III), GPS-based Positioning, Navigation, and Timing Service (GPNTS) (ACAT III). The Contractor shall support the listed programs within the division as well as additional programs or projects that may be added to the PMW/A 170 portfolio during the contract period of performance. Support under this contract will include funds received from other Government Activities to support integration efforts into PMW/A 170 programs/projects.

Fleet Readiness Directorate (FRD): The FRD (Legacy Comms) division consists of the Super High Frequency (SHF) (ACAT II), Satellite Communications and Navy Extremely High Frequency (EHF) Satellite program (NESP) (ACAT IC), International Maritime Satellite (INMARSAT) (ACAT III), and Television Direct-to-Sailor (TV-DTS) (ACAT IVM). The Contractor shall support the listed programs within FRD as well as additional SATCOM programs or projects that may be added to FRD in the future. The Contractor shall support the listed programs within FRD as well as additional programs or projects that may be added to FRD in the future.

Additionally this task order will be used to provide overarching surge support to other PEO C4I programs per Section 5 of the PWS.

Contractor personnel supporting this contract who are performing Cyber security functions that are designated as Cyber security Workforce positions IAW DoD 8570.01-M shall be trained and certified in accordance with DFARS Clause 252.239-7001 Information Assurance Contractor Training and Certification. The contractor shall follow SECNAVINST 5239.3B of 17 Jun 2009 & DoD 8500.02 of 24 May 2011, and Risk Management Framework (RMF) when performing Cyber security tasks orders.

3.0 SCOPE

The objective of this task order is to acquire Program Management, Cost Modeling, Acquisition Support, Contracts Support, Cybersecurity, and Cost Estimating/Scheduling and Analysis capabilities to PEO C4I, PMW/A 170, SPAWAR FRD. This task includes providing overarching programmatic support and direct program support in program development, planning, and execution; acquisition support including development and review of acquisition documentation; contracts support including development and review of contracts and related contractual documentation for non-SeaPort-e contracts, cybersecurity and cost estimating/scheduling and analysis support of all ACAT programs, AAPs and projects.

Work will be performed at Contractor facilities, on-site at SPAWAR Old Town Campus (OTC), NAVAIR, NAVNETWARCOM, Fleet Forces Command (FFC), NAVYCYBERFOR and COTF at remote sites and during travel in support of designated activities. Other remote sites may be designated throughout this award.

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4.0 APPLICABLE DIRECTIVES/DOCUMENTS

The Contractor shall adhere to all DOD and SECNAV (Secretary of the Navy) 5000 series acquisition guidance, directives and policies in the performance of this Task Order and in accordance with paragraph 5.0 Performance Requirements and 6.0 Deliverables. Additional directives associated with this Task Order are provided in Appendix 1 of this Performance Work Statement (PWS).

5.0 PERFORMANCE REQUIREMENTS

The Contractor shall be responsible for providing prompt, high quality professional support services for a wide variety of programs in the PMW/A 170 Program Office. All required written documentation, reports, briefing materials, power point graphs, meeting minutes, technical reports, contracts, and other materials as described below shall be submitted in the requested format without spelling, grammatical, or calculation errors. Deliverables shall be in accordance with the directives listed in Section 4.0 Applicable Directives/Documents and Section 10 Best Practices as appropriate. The Contractor personnel shall develop deliverables and be proficient in tools that are compatible with NMCI (e.g. Microsoft Office (Excel, Word, Access, PowerPoint, Project, Tableau etc.) to accomplish tasking as required. The identified tasks are to be completed and delivered in accordance with the requirements stated in each task. The Contractor shall provide timely assistance to meeting program emergent requirements as requested by the Program Manager, Technical Point of Contact (TPOC) or other properly designated authority. The Contractors involved in the business operations of PMW/A 170 (program management, contracts management, acquisition management, Cybersecurity and cost estimating/scheduling) shall coordinate their efforts across all PMW/A 170 functions to ensure the other functional areas are aware of the tasking and an integrated solution is provided to the customer.

5.1 Program Management, Acquisition Management, Contracts Management, Cybersecurity and Cost Estimating/Scheduling, PMW/A 170 Communications Program Management Office (OMN)

The Contractor shall develop, maintain, modify and update PMW/A 170/databases/ spreadsheets to support action tracking, problem identification and resolution of programmatic issues. The Contractor shall provide data entry and track problem resolution of the PMW/A 170 respective Programs and Projects and shall provide reports and summary charts using formulas and other data/statistical analysis tools including graphs, pivot charts, and custom reports.

The Contractor shall evaluate all program management tools, processes and products and provide recommendations to increase efficiencies in program management. Recommendations shall be presented in briefings prepared and submitted in accordance with PMW/A 170 policy per direction from the requestor. Specifically, the Contractor shall analyze and recommend

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Performance Work Statement – Program Management, Cost Estimating, Contract Management, Acquisition Support and Cybersecurity Task Order

Information Management tools for PMW/A 170 and assist in subsequent transition as necessary. The Contractor shall manage the content for the Systems Engineering Environment (SE2) site. The Contractor shall prepare, update and maintain PMW/A 170 programmatic briefings including: Program Objective Memorandum (POM), C4I/IT Seminar, PEO Program Management Reviews, Numbered Fleet conferences and various briefs to other stakeholders. The Contractor shall update the assigned briefs as new information becomes available, or when directed by the TPOC/respective APM/PAPM, or Functional Lead. The Contractor shall develop the briefings as assigned and submit them to the requestor for approval to meet program delivery deadlines. Any required modifications shall be made and submitted for approval prior to the brief deadline.

The Contractor shall assist in the preparation of communications related to overarching and/or Program and Project plans and guidance documents, including strategic plans and roadmaps that address organizational approaches, and retention of maximum mission capabilities with reduced resources. The Contractor shall update the “PMW/A 170 Communication Primer.” Other plans shall be created in the designated format and submitted as required to support PMW/A 170 decisions.

The Contractor shall develop and maintain the “Top 100” PMW/A 170 briefing slides quarterly and gather data for input into the bi-monthly Communications and GPS Navigation update message from respective Programs and Projects APM/PAPMs and support contractors, route prospective draft message through the APM/PAPM’s, Director of Operations (DirOps), Deputy Program Manager (DPM) and Program Manager (PM) and provide for official routing a clean draft message to the PMW/A 170 administrative support staff for approval and release no later than the 10th of every other month.

The Contractor shall attend PMW/A 170 staff meetings (as required). The Contractor shall provide program management and technical representation for on-going acquisition, production, and integration efforts at working group meetings, Integrated Product Teams (IPT) sessions, in-process reviews, and other meetings. The Contractor shall analyze the information and provide the programmatic impacts within the agreed-upon time schedule and in accordance with the requirements of the requestor.

The Contractor shall assist with gathering data supporting both internal and external data calls, collate and summarize data at the PMW/A 170 level and perform analysis of data with respect to cost, schedule, performance and Fleet impacts with respect to PMW/A 170 systems. The Contractor shall prepare PMW/A 170 project management analysis reports including status on current and proposed PMW/A 170 Programs and Projects in response to external or internal data calls. Reports shall be prepared and submitted on an AD HOC basis as necessary or directed to support PMW/A 170 project management.

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The Contractor shall prepare and maintain organizational metrics. Metrics shall be prepared and maintained in the form or format as assigned by the requestor and be available for AD HOC data calls within the timeframe assigned. The Contractor shall support Continuous Process Improvements (CPI) efforts to include Lean Six Sigma (LSS) events.

The Contractor shall review, comment, provide analysis, impacts and track actions with respect to communications related to studies and reports, for example Center for Naval Analysis CNA studies, Government Accountability Office (GAO) audits and reports, Fleet Feedback reports, and Exercise Quicklook Reports. The Contractor shall review and facilitate routing of comments and proposed changes to programmatic documents which includes updates or changes to Chairman, Joint Chief of Staff (CJCSI), Office of Secretary of Defense (OSD), Department of Defense (DoD), and Department of the Navy (DoN) policies, instructions and position papers. The Contractor shall prepare issue papers, point papers, white papers, reclamation, policy positions, fielding plans, and submit final draft for approval and submission. The Contractor shall monitor submitted documents, updates, and the progress through the approval chain until complete. The Contractor shall interface with OSD, JCS, NETWARCOM, NAVCYBERFOR and other DoD agencies, both Government and Private Industry support of the development, review and approval of documents.

The Contractor shall prepare and maintain a PMW/A 170 Contractor Support Team Organizational Chart that reflects current personnel. The Contractor shall update the chart within two (2) days of receiving new information and validate the Organizational Chart quarterly, making all necessary adjustments. The Chart shall be made available within twenty-four (24) hours if requested.

The Contractor shall manage routing for internal documentation below the Program Manager (PM) level; and shall track documents being routed through formal routing (e.g., TRIM or Yellow folder) for documents at or above the PM level. The Contractor shall interface with outside agencies as necessary to obtain required document approvals. These external agencies include but are not limited to OSD, NETWARCOM, JITC, COMOPTEVFOR, NAVSEA, PACFLT/LANTFLT, NAVCYBERFOR, NAVIFOR, GPS Directorate, and other DoD agencies. The Contractor shall manage documentation development and approval routing in accordance with the programs acquisition schedule.

The Contractor shall provide support for PMW/A 170 in the Washington D.C. area, interfacing with OPNAV Resource Sponsor, DASN, OSD, and other DOD activities and services. The Contractor shall facilitate the routing, review and approval of PMW/A 170 documents including acquisition, issue papers, point papers and briefs through Navy, Joint and other DoD services. The Contractor shall provide conference room spaces to support meetings with Navy activities including DASN, Joint Program Offices and other services as required within a reasonable timeframe to allow for scheduling flexibility.

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The Contractor shall provide support for the preparation and review of developmental/operational test plans, test readiness review briefings, and assist in staffing to support test events. The Contractor shall provide test and evaluation subject matter expertise to assist in developing test strategy for programs and projects as required. The Contractor shall review Preliminary Design Review Contracts Data Requirements List (PDR CDRL) documents including (Test and Evaluation Master Plans (TEMPS), System Integration test plans, qualifications detailed test plans, DoD Modeling and Simulation (M&S) Verification and Validation (V&V) plans and software test plans. The Contractor shall support planning for testing including reviewing Technical Review Documents, Statement of Work (TRDs/SOWs) and assessing strategy for testing. The Contractor shall coordinate test issues with SPAWAR and Commander Operational Test and Evaluation Force (COMOPTEVFOR). The Contractor shall provide subject matter experts with design of equipment to support implementation of the COMOPTEVFOR Mission Based Test Design (MBTD) process. The Contractor shall review COMOPTEVFOR policy and provide recommendations on its applicability to PMW/A 170. Contractor shall support Integrated Test Teams (ITTs) and LSS events in the area of test and evaluation.

The Contractor shall provide direct support to the Assistant Program Managers (APM) to include: meeting coordination and attendance, conference coordination and attendance, daily schedule management, meeting preparation activities, briefing or documentation development, developing meeting agendas, developing meeting minutes, action item tracking and follow-up, weekly program status reports, and conference room support. The Contractor shall provide meeting minutes and action items within five (5) working days of the conclusion of the meeting. The Contractor shall track all action items until completion. The Contractor shall manage information on the programs SE2 site to include uploading of new documentation and configuration management of existing documentation.

The contractor shall recommend and use data visualization tools (e.g. Tableau) to enhance quality of presentations and support program decisions.

The contractor shall assist in the development of program strategy and integration of analytical tools to support program decisions. Coordinate program management activities to draw on functional expertise and align actions in support of program goals. Identify program capability gaps and shortfalls and provide recommendations to address them.

5.1.1 Acquisition Management (OMN)

The Contractor shall provide overarching and direct program Acquisition Management Support including the overall coordination of acquisition related efforts (including risk management) for PMW/A 170 Programs and Projects.

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The Contractor shall support tasks associated with data calls assigned to the PMW/A 170 Acquisition Management team. This includes responding to both routine and non-routine internal and external data calls, including weekly acquisition calendar updates, monthly Acquisition Program Baseline (APB) Metrics, and semi-annual program listing updates and acquisition demand signal responses. Tasks involve drafting, revising, reviewing, and/or routing inputs to respond to the data calls. Data call products/responses will be provided in the form of point papers, impact statements, spreadsheet updates, emails and/or inputs to the PEO C4I Data call Dashboard, as dictated by the specific data call. The Contractor shall support the assignment, delegation, tracking and status reporting of all assigned Acquisition data calls, to assist with responses being provided within the assigned due date; and where directed, to provide the responses to the data call by the due date.

The Contractor shall support tasks associated with routine acquisition and risk related events and reports. This includes monthly risk review councils, monthly and quarterly acquisition reporting (via Dashboard), and semi-annual Probability of Program Success (PoPS), Program Health And Risk Reports (PHARRs) and program management program reviews; in addition to quarterly Defense Acquisition Executive Summary (DAES) reports and annual Select Acquisition Reports (SAR). Tasks involve drafting, revising, reviewing, and/or routing inputs for the designated brief or report, in the specified template or format; assessing the data for acquisition implications with statutory and regulatory (or policy) requirements and program/project execution risks - reporting discrepancies or risk concerns to the PMW/A 170 Acquisition Manager. The Contractor shall assist with scheduling the internal reviews and previews, where needed; and where directed, attendance at these routine acquisition and risk events, briefings, or reviews is required.

The Contractor shall review, analyze and make recommendations for potential changes to existing acquisition related policy, guidance and directives, assessing their impact on PMW/A 170 Programs and Projects. The Contractor shall review all acquisition related policy changes and submit written change analyses within five (5) days receipt to the Acquisition Manager. The Contractor shall prepare required material needed for monthly Acquisition Brown Bags for PMW/A 170, as requested by the Acquisition Manager; and conduct presentations at the events when assigned. The Contractor shall identify changes to acquisition business processes / procedures, any resulting impacts, and recommendations for compliance. The Contractor shall make recommendations on acquisition and/or risk related refresher training needed across PMW/A 170 for Acquisition/risk-related tools (such as PoPS, Risk Exchange) when needed outside the normal monthly Acquisition brown bag process; and support tasks associated with those out-of-cycle training events, when scheduled. The Contractor shall maintain the PMW/A 170 acquisition SE2 subsite and bulletin board, updating the bulletin board content monthly unless otherwise directed by the Acquisition Manager. Updates should focus on recent policy/process changes and/or Acquisition training/brown bag events. The Contractor shall also review and update acquisition slides in PMW/A 170 Top 100 Slide collection on an annual basis unless otherwise directed by the Acquisition Manager.

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The Contractor shall attend and provide SME support prior to and during Acquisition Coordination Team (ACT) meetings and submit meeting synopsis to the Acquisition Manager within (3) three working days after the ACT. The Contractor shall attend other meetings for programs/projects to support acquisition and risk related efforts as requested by the Acquisition Manager; and shall submit meeting minutes to the Acquisition Manager within (5) five working days after the meeting. The Contractor shall assist in the development of Acquisition Strategies (AS) and Acquisition Roadmaps (ARs) across PMW/A 170 efforts. The Contractor shall develop proposed acquisition templates to consolidate efforts where possible; and make recommendations for new efforts of where they might be able to be executed within an existing program or project. The Contractor shall compile lessons learned from document reviews, decision meetings, acquisition briefs, etc. providing analysis and recommendations to the Acquisition Manager.

The Contractor shall coordinate and monitor PMW/A 170 acquisition issues within PEO C4I and other acquisition/joint commands, including FRD transition issues. The Contractor shall provide advice to Acquisition Manager and APM/PAPMs on the acquisition requirements needed to transition a project to a program of record, and on the acquisition requirements needed to implement a new program/project or a modification to an existing system. The Contractor shall assist with identifying criteria and recommendations for transitioning programs/projects to FRD as part of an annual review in accordance with the PEO C4I/SPAWAR FRD Memorandum of Agreement (MOA) schedule.

The Contractor shall create acquisition documentation to support specified program or project requirements, as requested by the Acquisition Manager, to include such acquisition documents as Acquisition Strategy (AS), Acquisition Program Baseline (APB), Program Deviation Reports (PDRs), Acquisition Decision Memorandums (ADM), Abbreviated Acquisition Program (AAP) request letters/update memos and Project Definition Documents (PDDs). The Contractor shall track each active Acquisition program APB threshold and objective cost or schedule parameters, and inform the Acquisition manager within thirty (30) business days whenever an APB cost or schedule parameter is nearing or exceeds a threshold value. The Contractor shall review all Project Definition Documents (PDDs), annually, for scope and funding validation in accordance with the PEO policy for Project Management (reference the PEO C4I Project Management policy within the PEO C4I Operating Guide (POG)). The Contractor shall assist the Acquisition Manager, upon request, with review of Engineering Change Requests (ECRs) for acquisition authority compliance. The Contractor shall assist the Acquisition Manager with coordinating acquisition authority and financial authority by reviewing necessary acquisition documentation and responding to inquiries when received.

The Contractor shall provide advice to the Acquisition Manager and APM/PAPMs on program of record acquisition document requirements/deadlines, and shall provide templates (if available) to the Acquisition Manager and APM/PAPMs to assist with the development of acquisition

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documents and/or to prepare for a milestone decision or review decision. The Contractor shall review already developed Acquisition Plan of Action and Milestones (POA&Ms) to prepare for a Milestone Decision, as well as assist in the development of an Acquisition POA&M to prepare for a Milestone Decision. The Contractor shall assist in developing and tracking the critical path documentation POA&Ms for assigned Programs and Projects, identifying areas where document dependencies and critical path issues may impact the ability of the program/project to execute a planned event or milestone, as scheduled.

The Contractor shall maintain, for each Program Office Division, a list of issues or critical acquisition pending action items and submit them to the Acquisition Manager for review during bi-weekly Acquisition Management team meetings. The Contractor shall provide weekly status updates to PMW/A 170 Acquisition Manager and shall create the weekly acquisition input for the PMW/A 170 Weekly Status Report (WSR). The Contractor shall prepare a draft agenda and update action items and submit to the Acquisition Manager (1) one working day prior to the bi-weekly meeting with PMW/A 170 DPM. All acquisition team members will attend the bi-weekly DPM meeting, unless otherwise directed by the Acquisition Manager.

The Contractor shall investigate, identify and propose ways to develop and track PMW/A 170 acquisition and risk metrics that provide insight into trends within PMW/A 170 programs, projects, and/or acquisition/risk-processes, ensuring consistency with PEO C4I metrics where applicable. The Contractor shall plan, prepare and host semi-annual (3 times per year) acquisition offsite events; and provide minutes from the offsite meeting to the Acquisition Manager within ten (10) days of the offsite. The Acquisition offsite will be a forum to propose ways to improve the acquisition discipline within the program office, identify upcoming Acquisition brown bags topics and training needs, discuss and review lessons learned, actions items, and assignment of and/or progress with assigned Acquisition team goals (ensuring consistency and alignment with PMW/A 170 and PEO C4I goals and objectives).

As directed by the APM/PAPM, the Contractor shall establish and maintain program/project specific binders. The Contractor shall establish and maintain Acquisition binders for the AM; the AM Acquisition Binders shall consist of two types of binders: Historical and Active acquisition binders. The Contractor shall create each Acquisition binder (Historical and Active) with the contents as shown in Table 1. The Historical Acquisition Binders shall be updated annually. The Active Acquisition Binders shall be updated within thirty (30) days of receipt of any changes or updates of Acquisition documentation.

The Contractor shall update and maintain the PMW/A 170 acquisition pamphlet and the associated CD on a biennial basis, unless otherwise directed by the Acquisition Manager. Pamphlet content shall be maintained on SE2 for ease of access by many.

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The Contractor shall provide Acquisition Support and program management Services to implement Chairman, Joint Chief of Staff (CJCS) Instructions CJCSM 3170.01B, CJCSI 6212.01D, and CJCSI 3170.01E, as applicable, to all the programs/projects within PMW/A 170.

The Contractor shall support the preparation of Initial Capabilities Documents (ICDs), Capability Development Documents (CDDs), Capability Production Documents (CPDs), and Information Support Plans (ISPs). The Contractor shall review previously accepted as well as in-process ICDs, CDDs, CPDs, and ISPs. The Contractor shall provide feedback on possible areas of document improvement and work directly with PMW/A 170 to ensure understanding of these recommendations once approved by the designated authority. The Contractor shall deliver a cost estimate(s), upon request, that consist of labor categories, task description, hours per task, and timeline showing the preparation of ICDs, CDDs, CPDs, and ISPs from start to finish including approval. Each cost estimate shall be delivered within (4) four weeks after the request date.

5.1.2 Cost Estimating/Scheduling (OMN)

The Contractor shall provide overarching and direct program cost estimating/scheduling support including the overall coordination of cost estimating/scheduling efforts for PMW/A 170 Programs and Projects.

The Contractor shall prepare cost estimates based on program acquisition strategy, deliverables, schedule, and operations and support concepts. All cost estimates shall be submitted within the timeframe and format prescribed by the customer requirements. The Contractor shall assist in the preparation of Program Life Cycle Cost Estimates (PLCCEs) and analyses, Cost Benefit Analysis (CBA's), Cost Comparison Analysis (CCAs), Business Case Analysis (BCA's), Cost Analysis Requirements Documents (CARDS), trade-studies, Analysis of Alternatives (AoAs), and Cost As an Independent Variable analysis (CAIVs). The Contractor shall assist in the coordination and adjudication of issues for Independent Cost Estimate (ICE) and Service Cost Position (SCP) for designated programs requiring an ICE/SCP. All estimates and analyses prepared shall be delivered to the customer within the timeframe assigned and meet the quality and technical requirements of the customer.

The Contractor shall develop Program Office Estimates (POEs), and "time-phased" PLCCEs with technical evaluations, that support Program Objective Memorandum (POM)/budget submissions, program milestone reviews, and assist in development of Acquisition Strategies in accordance with DoD, Navy, and SPAWAR acquisition and cost estimating/scheduling policies. The Contractor shall submit preliminary (draft) and final PLCCE(s)/POEs, cost models, supporting documentation, and affordability template to the requestor, both in format and schedule, annually (for annual reporters), as scheduled for POEs, or at the request of the Milestone Decision Authority (MDA) or Acquisition Manager. The Contractor shall assist programs at Milestone A/B/C/Full Rate with the preparation of cost-related data or documents,

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including Program Decision Documents (PDDs), Acquisition Program Baselines (APBs) and Cost Analysis Requirements Documents (CARDs).

The Contractor shall identify and quantify system and subsystem cost drivers based on the Program's technical and programmatic definition and results generated in the PLCCE. This effort is to be conducted upon completion of the draft and final PLCCE; and will support identification of program Should-Cost elements. The Contractor shall develop Should-Cost estimates in support of POM/Budget submissions, program milestone reviews.

The Contractor shall prepare and submit POM briefing packages in preparation of Milestone A/B/C/Full Rate, or upon request, within (5) five working days of the request. The Contractor shall support the preparation of 7300 submissions, annually or as requested. The Contractor shall assist with the quarterly preparation of Unit Cost Reports (UCRs) and annual SAR cost variances reporting and analysis.

The Contractor shall support the development of cost databases or new Cost Estimating/Scheduling Relationships (CERs) and other cost factors generated from historical data, as well as, assess all other CERs and cost factors already prepared from available databases, in the development of the PLCCE, on an AD HOC basis, or when assigned. Each CER and cost factor shall be sufficiently documented and included in supporting cost rationale.

The Contractor shall support overarching IPT meetings and reviews as required. Overarching IPTs include: the Naval Cost Analysis Division (NCAD)/Financial Management and Budget (FMB-6)), Assistance Secretary of the Navy (ASN), the Office of the Secretary of Defense (OSD) Cost Assessment and Program Evaluation (CAPE), and other DoD-wide Cost Working Groups (CWG) to support a Milestone Decision.

For assigned programs, the Contractor shall develop Cost As an Independent Variable (CAIV) plans, no later than Milestone A, and updated as necessary. The Contractor shall prepare economic analyses and program evaluations to support selection of cost effective alternatives at Milestone A and Milestone B/FRP (or equivalent). Contractor shall support the Program Office in the generation of Analysis of Alternatives (AoA) and trade studies insuring the most cost affordable solution option is available for consideration by Navy management. This effort will be in support of Milestone A and B decisions, and updated as necessary for the Milestone C decision. For Milestone B, C and Full rate decisions, the Contractor shall prepare cost-related data for risk mitigation/management plans.

The contractor shall analyze Prime Mission Product contract pricing and support negotiations. This includes evaluation of vendor Basis of Estimates (BOE) and direct/indirect cost factors. The contractor shall prepare models to support analysis based on review of similar systems and historical costs. Determine program data needs to recommend appropriate CDRLs to support program management functions. Upon delivery of CDRLs to

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the program office, review and analyze cost and earned value management data (e.g. Cost Performance Reports (CPRs), contractor cost variance analysis, Cost and Software Data reports (CSDRs), Integrated Program Management Reports (IPMRs), and Integrated Baseline Reviews (IBR) etc.). Provide recommendations and identify risks based on review of the data. The contractor shall establish risk mitigation tools, processes, and methodologies to support program execution. Perform program/project health assessments of cost, schedule and technical performance. Perform trend analysis based on program reviews and recommend corrective actions or controls. Support Integrated Baseline Reviews and review of Integrated Program Management Review (IPMR) documentation. Support program Earned Value Management implementation and assist with implementation of ANSI 748-B compliant Earned Value Management systems. Provide independent analysis of IPMR reports and Estimate at Complete (EAC) analysis. Support IBR and integrated risk and scheduling analysis. Provide overarching and direct program planning and scheduling support. This includes analysis of program/project schedule maturity levels and management of program schedules within an Integrated Master Schedule (IMS) processes. Analyze schedule critical path for key milestones, events, and activities. Create resource loaded schedules, schedule management and optimization and perform schedule Assessments and Schedule Risk Assessments. Recommend tools and maintain an integrated schedule environment. Perform impact analysis based on program changes. Analyze program risk management maturity levels and recommend implementation of risk management processes and procedures. Recommend tools for the evaluation and management of risk.

Upon request or as required, the Contractor shall participate in Source Selections (in an advisory or administrative role).

5.1.3 Contracts Management (OMN)

The Contractor shall provide overarching and direct program Contracts Management Support including the overall coordination of contract related efforts for PMW/A 170 Programs and Projects.. The Contractor shall provide coordination services as directed by the APM/APM-C in conjunction with the respective APM/PAPM, and Functional Leads.

The Contractor shall draft, revise and route inputs for PMW/A 170, PEO C4I and external contracts related data calls, metrics, point paper and status drills. The Contractor shall coordinate all program and projects inputs, review and provide input to the PEO and SPAWAR Front Office(s) including the Contracts Support Office, which is used to support contract actions as assigned by the requestor.

The Contractor shall assist in the development and reviewing of contracts related to PMW/A 170 program and project impact assessments, point papers, briefings and/or contracts related internal and external data calls. The Contractor shall assist in creating the requested documentation and submit it to the requestor in accordance with the required schedule for approval.

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The Contractor shall support the review and analysis to potential changes to existing contracts related policy, guidance and directives assessing their impact on PMW/A 170 programs and projects. The Contractor shall submit written recommendations to the APM/APM-C for consideration within five (5) days of receiving the potential change unless external/internal data calls require a more immediate response.

The Contractor shall attend Program/Project Acquisition Coordination Team (ACT) Meetings and Procurement Planning and Strategy Meeting (PPSM) including pre-PPSM and Post PPSM meetings, PMW/A 170/SPAWAR 2.0 monthly meetings, Working Groups (WGs), Program Management Reviews (PMR) and Integrated Product Team (IPT) meetings for active programs/projects as required to support development of contracts related documentation and support the efforts related to internal and external data calls as requested by the program/project APM/APM-C with the approval of the TPOC. The Contractor shall submit meeting minutes, to include action items within five (5) days of the meeting. The Contractor shall identify common processes and best practices from other program offices.

The Contractor shall interact with the Procurement Contracting Officer (PCO), Contracting Officer Representative (COR) and Alternate Contracting Officer Representative (ACOR) as required to support contract administrative efforts for individual program or project contract efforts. The Contractor shall provide these services as assigned by the APM/APM-C and summarize the action in the monthly report. The Contractor shall support the PCO and staff, as prioritized by the respective APM/APM-C, COR or ACOR, to support AD HOC tasking requests as necessary in the execution of the contract(s) as approved by the APM/APM-C. The Contractor shall summarize all AD HOC tasking in the monthly report.

The Contractor shall attend Program and/or Project weekly meetings and IPT weekly meetings, weekly program staff meetings, periodic contract review meetings, weekly program status reviews with the prime mission Contractor, periodic contracts and acquisition meetings, periodic or monthly Program Management Reviews (PMR) as assigned to support program and/or project contracting efforts. The Contractor shall attend the meetings as assigned by the requestor and approved by the APM/APM-C, and submit a meeting summary within (5) five days of the meeting.

The Contractor shall develop, draft, prepare, and coordinate the review of non-Seaport-e contract documents related to contract execution as requested by the COR. The Contractor shall perform these contract tasks as assigned by the respective APM/APM-C as approved by the TPOC.

The Contractor shall assist in resolution of discrepancies in contract documents during development and execution. The Contractor shall support development of contract related information for reporting purposes related to cost, schedule and performance of contracts for internal PMW/A 170 data calls and/or external data calls. The Contractor shall enter all

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awarded/approved contract data as appropriate in all systems and data systems within three (3) days of receipt and retrieve and provide requested information within the requested timeframe and in the requested format. The Contractor shall perform data collection/retrieval and electronic data entry into contracts and program management systems including: SE2, Program and/or project specific developed contract related databases and Excel spreadsheets. The Contractor shall report all discrepancies with recommended solutions to the respective APM/APM-C, COR or ACOR for review and approval.

As directed by the APM, the Contractor shall establish and maintain one hardcopy binder for each contract. Contract binders shall contain the prime mission contracts and all contract pertinent documentation as required by the TPOC, including correspondence, and appropriate emails relevant to contract execution. A duplicate of the contract binder shall also be maintained on electronic media and included with each contract binder (e.g. CD ROM). The contract binders shall be updated within three (3) working days of receipt of any changes or updates of contracts documentation and available within four (4) hours of receipt of an authorized request.

The contractor shall provide status reports to APM/PAPMs, CORs, PCO, Contracts specialist, APM-C/PAPM, and DPM as necessary to summarize current contract actions, status and maintain metrics on all applicable task orders completed, open or in final close out procedures.

Upon request or as required, the Contractor shall support Source Selections Evaluation Boards (in an administrative role) to assist in coordination of Sources Selection reports and briefs.

5.1.4 Performance Metrics or "Lean Six Sigma and Continuous Process Improvement Support (OMN)

Evaluate program office operating procedures to identify capability gaps and recommend innovations. Apply lessons learned to increase efficiency and productivity across the program office. Recommend new tools, and business processes and demonstrate how they will impact operations. Support formal LSS and CPI events.

5.1.5 CyberSecurity (OMN)

The Contractor shall provide overarching and direct program Cybersecurity Support for PMW/A 170 Programs and Projects. The necessary support for each program will be commensurate with the acquisition phase of the specific program. All support shall be responded to within the timeframe assigned by the requester, and be professional in quality, form and substance. Required development and submission of the Cyber security documentation shall be in accordance with program milestones as directed by program and project management. The lead Cybersecurity support Contractor must meet the Cyber security Workforce Level 1 certification requirements per DoD 8570.01-M Information Assurance Workforce Improvement Program Incorporating Change 1, May 15, 2008.

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The Contractor shall provide Information System Security Engineer (ISSE) support services to all PMW/A 170 programs. These ISSEs shall provide the necessary subject matter expertise to enable PMW/A 170 programs to take into account Cyber security principles and “build in” security to system designs early on in the life cycle of the programs. The Cyber security engineer shall engage with the program IPTs and provide Cyber security design assessments to the APM/PAPMs during program reviews, IPT meetings, and appropriate Systems Engineering Technical Reviews (SETR) events.

The Contractor shall develop Cybersecurity Strategies for PMW/A 170 as directed. The Contractor shall develop documentation necessary to Cybersecurity Assess & Authorize (A&A) for Programs as directed. These include the generation or update of documentation such as Authority to Operate (ATO) with conditions and System Security Authorization Agreement (SSAA). The Contractor shall follow through with the appropriate Certification Agent and Navy Authorizing Official (NAO) to ensure the timely approval of the A&A documentation. The Contractor shall also provide support in generating or updating the Program Protection Plan required to support program milestones. The contractor must have thorough knowledge and expertise in the DIACAP/RMF process. The contractor must be able to certify PMW/A 170 systems using the DIACAP/RMF process.

The Contractor shall assist the programs requiring generation of documentation required to obtain Clinger-Cohen Act (CCA) compliance. The Contractor shall coordinate the approval of the documentation with SPAWAR 8.0 and other organizations as required.

The Contractor shall provide support in responding to data calls associated with Information Assurance Vulnerability Assessment (IAVA) alerts and bulletins. The Contractor shall assist the Acquisition Manager and APM/PAPMs as to the impact of IAVA alerts and bulletins on the affected programs/projects.

The Contractor shall monitor the Enterprise Mission Assurance Support Service (eMASS) and the Federal Information Security Management Act (FISMA) database and provide weekly report to the Director of Operations/Cybersecurity Manager. The report shall include ATO status, expiration and other FISMA compliance requirements for all PMW/A 170 systems. The Contractor shall recommend corrective actions on how to bring the system into compliance if necessary.

The Contractor shall conduct and evaluate threat, vulnerability, and risk analysis of deployed and developing systems. The analysis results, corrective actions, contingencies and other issues will be documented and provided to the system owner.

The Contractor shall provide security engineering support to deployed and developing systems. This includes providing security inputs into system architectures and investigating system

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operational requirements and assisting in the development of security functional and performance requirements for new and existing systems. The Contractor also shall perform security testing of systems as required during development, installation and operations to ensure security features are functioning properly. The Contractor shall provide Cybersecurity support on test events and test related working groups, meetings, and demonstrations.

The Contractor shall support maintenance of Cybersecurity system software, system specifications, system tools and products, and assist in preparing updates in the form of engineering change proposals, software change proposals or errata that incorporate comments and changes. The Contractor shall ensure that software changes are well documented for traceability and audit purposes.

The Contractor shall support Software Support Activity (SSA) functions for all PMW/A 170 systems, tools and products. The Contractor shall review software change proposals, software patches and proposed software implementation and integration plan.

The Contractor shall provide technical input while attending program reviews, briefings, working groups, acceptance testing, Integrated Product Team (IPT) meetings and other meetings. The Contractor shall provide trip reports, point papers and meeting minutes as required.

5.2 Production Management, Acquisition and Procurement, Other Procurement, Navy (OPN)

The Contractor shall provide overarching and direct program production management support for PMW/A 170 Programs and Projects. The Contractor shall develop, review, monitor, update, and/or track various programmatic documents; attend Working Group and Integrated Product Team (IPT) meetings and program reviews. The Contractor shall represent PMW/A 170 and ensure their program goals are properly presented in order to achieve stated objectives.

The Contractor shall provide the APM support services integral to the execution of the PMW/A 170 Programs and Projects. The Contractor shall provide technical support in the acquisition of system hardware and software, integration planning and tracking, and production support updates to engineering documentation of the production phase as result of the Engineering Change Process (ECPs). The Contractor shall assist the APM on program activities that need to be coordinated to ensure production objectives are met.

The Contractor shall provide acquisition program management support for programs in the Production and Deployment phase. The Contractor shall prepare programmatic documentation and information, including briefing materials, required to obtain approval for fielding of production systems. Documentation and information to be prepared includes technical documentation, programmatic documentation or information, and related production or fielding plans, including SCD (Ship Change Documents) and CBA (Cost Benefit Analysis).

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The Contractor shall provide support in the review of Work Plan tasks in the Future Year Defense Plan (FYDP) in support of ship installations. The contractor shall develop and deliver weekly Installation Milestone status updates for all current and pending installation tasks. The contractor shall support the PEO in the analysis of the tasks in SPIDER and provide monthly Installation Milestone risk assessments of all installation related tasking within a defined range/timeline. The contractor shall develop and distribute weekly analysis of NDE Ship Change Documents (SCD's) status, showing alteration establishment, and mapping of alts to SPAWAR Programs to allow PMW task establishment in Fielding Plans. Based on requests from the APM-I, the contractor shall make various changes to fields in SPIDER, to include: Funding Status, Performing Engineer (PE), Performing Activity (PA), PMW Estimate, DSA Percentage, and assigned availability. The contractor shall assist in the training and re-training of SPIDER users in how to make entries, delete tasks, navigate the repository and understand the SPIDER fields. The contractor shall request administrative changes by SPIDER Development Team for changes in FY or task to alteration linkages that only they can make, but which must be controlled.

The Contractor shall assist the program office/APM in production planning through and tracking of Plan of Action and Milestones (POA&Ms) integral to the execution of the production program.

The Contractor shall perform analysis of production operations, processes, and systems to include reviewing and assisting in the reduction of program risk per applicable risk management plans. The Contractor shall assess progress and identify schedule and technical variances, and provide technical briefing material. The Contractor shall prepare the reports in the appropriate format.

The Contractor shall provide production acquisition management and technical support for the implementation and integration of the ECP and Value Engineering Change Proposals (VECP's). This support shall include engineering analysis of the programmatic requirements, plans of production, and specification compliance test and evaluation criteria within the scope of the performance envelope.

The Contractor shall provide technical representation for PMW/A 170 programs at working group meetings, IPT sessions, in-process reviews, and other meetings of the acquisition manager relating to production. The Contractor shall submit reports with identified production action items within five (5) days of the meeting.

5.2.1 CyberSecurity Production Support (OPN)

The Contractor shall provide overarching and direct program Cyber Security Production Support for PMW/A 170 Programs and Projects.

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The Contractor shall assist in Risk Management Framework (RMF) production and integration efforts through report assessment, program milestone, Independent Verification and Validation (IV&V) and security certification and accreditation testing.

The contractor shall support implementation of RMF and integration with SPAWAR 5.0 Technical Authority standards, tools and processes

The Contractor shall monitor the results of production Cyber security activities to support PMW/A 170 implementation of the overall Cyber security program. The Contractor shall recommend corrective action or technical options when planned accomplishments or production Cyber security operational goals are not achieved.

The Contractor shall assist in the preparation of all documentation necessary to Assess and Authorize (A&A) for all PMW/A 170 systems in production. These certifications include the generation of technical documentation such as the Authority to Operate (ATO). The Contractor shall follow through with the appropriate Certification Agent and Navy Authorizing Official (NAO) to ensure the timely approval of the A&A documentation package.

The Contractor shall provide security engineering support during the production testing of PMW/A 170. The Contractor shall perform or monitor security testing of systems to ensure security features are functioning properly in support of certification and accreditation of production items.

5.2.2 Platform and Product Installation Support (OPN)

The Contractor shall provide overarching and direct program Platform and Product Installation Support required to install products onboard ships, aircraft and shore facilities for PMW/A 170 Programs and Projects.

The Contractor shall provide liaison support to all installation activities and platform offices, collecting all equipment installation documentation and plans, while ensuring the required information is forwarded to the appropriate party for review and approval.

The Contractor shall maintain inputs into the designated installation database or individual tracking system entering all documentation, plans and installation intentions into the installation file, designated installation database, or individual tracking system, to facilitate review and approval or rejection for designated approval cycles. The Contractor shall update the databases, tracking systems and files within forty-eight (48) hours of information receipt. The Contractors shall ensure that change installation strategies due to outside factors (such as moving installation schedules) will be communicated in writing with the program APM and reflected in the program planning documentation.

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The Contractor shall generate and forward tickler notices within and outside the Program Office when approval documentation is not received within the appropriate schedule for the designated platforms. The Contractor shall maintain the PEO/PMW tickler file, and generate tickler notices (5) five days and (2) two days prior to the required due date as necessary to ensure a timely response. The Contractor shall provide a monthly report detailing all response due dates and the date the response was received.

The Contractor shall support installation work plans and changes, including gathering scope of work documentation. The Contractor shall update the installation files within twenty-four (24) hours of receiving new installation information.

The Contractor shall assist installation directorate personnel in tracking installation estimated costs, development and approval of Justification Cost Forms (JCFs), Installation Control Drawings (ICD), SHIPALT Installation Drawings (SID), Equipment Delivery Date(s) (EDD) and Ship Change Documents (SCD) as necessary, development and approval of Shore related products such as Standard Plans, Test Plans, Installation Ship Operation and Verification Test Report (SOVT), Base Electronic System Engineering Plan (BESEP), Fleet Readiness Control Board (FRCB) inputs, Risk Mitigation Plan, Installation Design Plans (IDPs) and the Site Survey Report as necessary. The Contractor shall maintain shore installation cost and approval spreadsheets and databases current at all times. The Contractor shall update the spreadsheets and databases within twenty-four (24) hours of information receipt.

The Contractor shall ensure the installation file, designated installation database, or individual tracking system and program/project milestone schedules, are current and complete, making modifications on the same day changes are received, to ensure the file is kept up-to-date. The Contractor shall maintain a log of all installation changes, approvals, and documentation received and entered, for each installation file. The Contractor shall make this information available to personnel when requested. The Contractor shall assist in coordinating Ship-check/Site Survey and equipment installation dates. The Contractor shall track all installation completion documentation such as Ship Operation and Verification Test Report (SOVT), Integrated Logistics Support (ILS), initial training and Installation (Alteration) Completion Reports in accordance with current policies and associated processes. The Contractor shall support and track any install related information required to answer Planning Yard PY), Installation Management Office (IMO), Consolidated Installation Contractor (CIC) and Alteration Installation Team (AIT) questions concerning system installation relating to the assigned Program Office. The Contractor shall notify appropriate personnel when installation documentation is incomplete, missing or late on the same day the oversight is noted.

The Contractor shall assist and attend Installation Planning Working Groups (IPWG), Production, or other installation planning/coordination/status meetings as assigned. The Contractor shall provide all documentation required to support position at these meetings and conferences. The Contractor shall submit all material to be used at these meetings and

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conferences for approval no later than five (5) working days prior to the scheduled meeting, and submit required documentation modifications for approval no later than one (1) working day prior to the scheduled meeting.

The Contractor shall identify one individual as team leader to manage the activities of all the sub-Contracting partners. The team leader will coordinate the work of the other members of the team and provide an interface to the PM and APM/PAPMs in the office.

The Contractor shall provide Production Support for the PMW/A 170 Production Schedule Configuration Control Board (CCB) Program. The Contractor shall utilize the CCB website for configuration control management efforts and tracking of ongoing production and fielding configuration management actions.

The Contractor shall support technical efforts necessary for Production Configuration Management. The Contractor shall provide support and recommendations to ensure tracking, reporting, and management in support of production and procurement.

The Contractors shall draft, review, modify, evaluate, or input to contracting, or technical documentation and develop and or assist in the Production Acquisition documentation, briefs, position papers, and statements of work and other documentation necessary for execution of sound fielding plans and required revisions. The Contractors shall participate in risk assessments to support system Production acquisition decisions. The Contractors shall support preparation for and when directed, participate in Production acquisition decision, program and design reviews, conferences, technical working groups, discussions, and meetings in support of the APM/PAPM/PAPM/PAPM. The Contractor shall develop, recommend, review, revise, or coordinate systems/equipment/Field Changes production Fielding Plans. Coordination with the appropriate SPAWAR Program Office and the designated platform installation/integration key personnel is required. The Contractor shall prepare, review, revise and submit for approval all the installation documentation as required in accordance with the existing guidelines within the Navy Modernization Process.

The Contractor shall draft, evaluate, or input to program management, engineering, contracting, and technical documentation for impacts to logistics and life cycle support. The Contractor shall review, update, develop or assist in the development of logistics documentation, strategies, schedules and plans, briefs, position papers, specifications and statements of work and other documentation necessary for program execution or sound program management.

5.3 Research, Development, Test and Evaluation, Navy Program Support (RDT&E)

The Contractor shall provide overarching and direct Program Management, Acquisition, Cost Estimating/scheduling, Cybersecurity and Contract Management support services required to all Program Office Programs/Projects.

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The Contractor shall provide program/project management and technical services to support the design, development, integration, planning, review and submission of program specific data which include Program Acquisition Documentation (PAD) and Program Operations. The Contractor shall provide oversight and integration of the business operations elements consisting of Financial Management (FM), Cost Estimating/scheduling (CE), Earned Value Management (EVM), Contracts Management and Acquisition Management for all programs which require these development activities. All activities in the business operations elements are to be coordinated and integrated as a cohesive unit. The Contractor shall be responsible for integration of personnel on this PWS and other matrix support on other contracts.

The Contractor shall provide program management support. The Contractor shall develop, review, monitor, update, and/or track various programmatic documents and reports (PHARR, Dashboard, DAES, SAR); attend Working Group and Integrated Product Team (IPT) meetings; C4I/IT Orientation Seminars; Fleet N6 conferences; briefings; congressional inquiries; Government Accountability Office (GAO) tasking; POM submits; and program reviews. The Contractor shall represent the Program Office and ensure their program goals are properly presented in order to achieve stated objectives. The Contractor will utilize technical data from reviews/meetings to prepare technical briefing materials to support the SEMP, management status reports, program plan, and program documentation. The Contractor shall coordinate the briefing format with the appropriate organization such as NAVAIR, NAVSEA other PEOs, etc. The Contractor shall provide technical reports from the meetings and trips detailing the purpose of the meeting, impact and recommended approaches toward resolution of problems.

The Contractor shall prepare issue papers, white papers, policy position, reclamation, fielding plans, program schedules/POA&M's, and problem statement analysis. The Contractor shall manage updates to existing documentation resulting from changes to CJCSI, OSD, DoD, DoN, SECNAVINST policies and instructions. The Contractor shall review all documents for accuracy and facilitate routing of documents and comment adjudication until final approvals are obtained. The Contractor shall liaise with internal and external stakeholders and reviewers to support documentation through the approval cycle. The Contractor shall manage routing for internal documentation below the PM level; and shall track documents being routed through formal routing (e.g., TRIM or Yellow folder) for documents at or above the PM level. The Contractor shall interface with outside agencies as necessary to obtain required document approvals. These external agencies include but are not limited to OSD, NETWARCOM, JITC, COMOPTEVFOR, NAVSEA, PACFLT, NAVCYBERFOR, and other DoD agencies.

The Contractor shall prepare, maintain, and track the schedules for all programs Prime Mission Development Contracts and Vendors, (the Contractor must have no OCI issues with the vendor) as competitive prime Contractors. The Contractor shall track program risks and milestones in the schedule and keep the program schedule current, incorporating changes within two (2) days of receipt. This includes: maintaining the PEO C4I Risk Exchange Database, tracking program

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risks, updates to the PMW/A 170 risk management plan, coordination of risk review boards, and incorporation of risk assessments into program documentation and briefs, as well as support monthly risk review councils for selected programs/projects.

The Contractor shall provide direct support to the Assistant Program Manager (APM) to include: meeting coordination and attendance, conference coordination and attendance, daily schedule management, meeting preparation activities, briefing or documentation development, developing meeting agendas, developing meeting minutes, action item tracking and follow-up, weekly program status reports, and conference room support. The Contractor shall track all action items until completion. The Contractor shall manage information on the programs SE2 site to include uploading of new documentation and configuration management of existing documentation. The Contractor shall review program development and integration plans and assist in developing and planning the deployment of systems to the fleet and other platforms.

As directed by the APM, the Contractor shall support the development of program briefs to include: Overarching RDT&E project management plan. The plan shall detail R&D program requirements, project schedule, cost estimates, and progress reports, and supporting documentation.

The Contractor shall assist in the development of consolidated Information Support Plans (ISPs) for program-groups to be reviewed and approved by the PM. The Contractor shall provide additional support during the review process as comments are received to be incorporated into the ISPs. Each program affected by the consolidated ISP is expected to provide subject matter expertise APM/PAPMs, field activity support, system engineers, other directly funded program support, etc.) to assist in this effort. The Contractor shall work directly with PMW/A 170 to ensure understanding of these recommendations once approved by the designated authority. The Contractor shall review previously accepted as well as in-process ISPs and provide feedback on possible areas of document improvement within the timeframe specified by the designated authority.

The Contractor shall develop or update the consolidated or program-specific Programmatic Environmental, Safety, and Health Evaluation (PESHE). The Contractor shall submit the PESHE within the timeframe specified by the authorizing authority. Each program affected by a consolidated PESHE is expected to provide subject matter expertise APM/PAPMs, field activity support, system engineers, other directly funded program support, etc.) to assist in this effort.

The Contractor shall submit draft briefs to the APM for review in advance of the final due date. Draft briefs shall be in the approved briefing template. The Contractor shall incorporate any changes and submit the final brief to the APM or alternate Point of Contact (POC) (as directed by the APM) on or before the due date.

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The contractor shall interface with COMOPTEVFOR to support T&E requirements for PMW/A 170 programs. Support emergent requirements as requested by PMW/A 170 and COMOPTEVFOR.

The contractor shall coordinate their efforts across all PMW/A 170 programs. Prepare issue papers, white papers, policy position, POA&M's, and problem statement analysis. Manage updates to existing documentation resulting from changes to CJCSI, OSD, DoD, DoN, SECNAVINST policies and instructions.

The Contractor shall review all documents for accuracy and facilitate routing of documents and comment adjudication until final approvals are obtained and coordinate with internal and external stakeholders and reviewers to support documentation through the approval cycle. Provide technical representation for testing efforts at working group meetings, Integrated Product Teams (IPT) sessions, in-process reviews, and other meetings. Maintain a PMW/A 170 program long range test schedule. This schedule shall reflect current status for upcoming program test events.

5.3.1 Acquisition Support Services (RDT&E)

The Contractor shall provide acquisition program management support for programs in the RDT&E phases of development, which includes the Engineering and Manufacturing (EMD) phase, post-EMD phase leading up to Full Rate Production (FRP), and post-FRP RDT&E activities, such as Follow-on Operational Test & Evaluation (FOT&E). The Contractor shall support tasks during prototype development, prototype testing, system testing, down select, Engineering Design Models (EDM) development, and EDM testing. The Contractor shall provide acquisition and program management support for production and installation of EDMs (for the US and international partner terminal variants) needed to support developmental field testing and operational testing (e.g., Technical Evaluation (TECHEVAL) and Operational Evaluation (OPEVAL)). The Contractor shall fully understand the programs acquisition requirements based on program designation (ACAT Level or AAP), and in accordance with DoD 5000.02 and SECNAVINST 5000.2E. The Contractor shall provide acquisition support services as requested by the APM or Acquisition Manager (AM), including the following specific requirements:

The Contractor shall prepare, develop, update, route and maintain all the acquisition documentation, to include such acquisition documents as Acquisition Strategy (AS), Acquisition Program Baseline (APB), Program Deviation Reports (PDRs), Acquisition Decision Memorandums (ADMs), and Abbreviated Acquisition Program (AAP) request letters/update memos. The Contractor shall track acquisition requirements for the APM and Acquisition Manager. The Contractor shall prepare and or update all required acquisition documentation as assigned by the APM/AM. The Contractor shall ensure that documentation is delivered to the APM/AM allowing sufficient time for review, comment adjudication and updates, prior to

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submission into the formal routing process for final approval by the due date. The Contractor shall manage documentation development and approval routing in accordance with the programs acquisition schedule.

For new pre-acquisition programs and programs preparing for a major milestone (e.g., MS B), the Contractor shall work with the AM to develop and maintain a program-specific acquisition document Plan of Actions & Milestones (POA&M) to ensure proper tracking of critical acquisition documents, The Contractor shall identify areas where document dependencies and critical path issues may impact the ability of the program to execute a planned event or milestone, as scheduled.

The Contractor shall track each active RDT&E Acquisition program APB threshold and objective parameters (cost, schedule and performance), and inform the APM and AM within three (3) working days whenever an APB parameter is nearing or exceeds a threshold value. The Contractor shall assist the AM, upon request, with review of Engineering Change Requests (ECRs) for acquisition authority compliance for Stage 1 and Stage 2 ECRs. The Contractor shall assist the AM with coordinating RDT&E acquisition authority and financial authority by reviewing necessary acquisition documentation and responding to inquiries when received.

The Contractor shall review, analyze and prepare impact statements, issue papers and recommendations with respect to changes to acquisition related policy, guidance and directives. The Contractor shall submit the impact assessment with a recommended plan of action within the requested timeframe. The Contractor shall support the preparation, routing, and review of acquisition related internal and external data calls and provide inputs within the assigned timeframe.

The Contractor shall prepare acquisition briefings as required by the APM. The Contractor shall support the APM with Milestone Decision Authority (MDA) and Acquisition Coordination Team (ACT) meetings; to include meeting requests to the PEO, meeting logistics coordination, agenda preparation, brief preparation, meeting minutes and action item tracking. The Contractor shall provide SME support to the PMW/A 170 AM prior to and during ACT meetings, and submit a meeting synopsis to the AM within three (3) working days after the ACT. The Contractor shall provide acquisition inputs to all program briefs. The Contractor shall maintain the program acquisition milestone schedule. The Contractor shall attend working groups and IPT meetings for active programs/projects to support acquisition and risk related efforts, as directed by the APM or AM. When requested, the contractor shall provide meeting minutes within five (5) working days after the meeting.

The Contractor shall develop and maintain a Systems Engineering Plan (SEP) in accordance with the guidance contained in the OSD SEP Outline and SPAWAR 5.0/PEO C4I SEP Preparation Guide, both located on the DPEO for Acquisition Management SE2 site (Templates and Best of Breed). The Contractor shall coordinate the development and management plan through the

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APM/PAPM, making the requested changes as necessary for proper program development. The Contractor shall support the Systems Engineering Technical Reviews (SETR) in support of milestone objectives. The Contractor shall liaise with SPAWAR to coordinate event dates, meeting locations, and other logistics as necessary. The Contractor shall prepare program briefs, capture meeting minutes and action items as requested. The Contractor shall assist with resolution of Requests for Actions (RFAs) resulting from the review. The Contractor shall provide recommendations to ensure systems are properly integrated. The Contractor shall review engineering reports and recommendations and summarize them for the APM/PAPM with recommendations. The Contractor shall coordinate these recommendations with program engineers to ensure all potential problems are adequately addressed. The Contractor shall conduct this analysis as assigned by the APM/PAPM.

The Contractor shall support the preparation of Initial Capabilities Documents (ICDs), Capability Development Documents (CDDs), Capability Production Documents (CPDs), and Information Support Plans (ISPs), as needed for the RDT&E programs.

As requested by the APM/PAPM, the Contractor shall establish and maintain RDT&E program/project specific binders. The Contractor shall maintain applicable RDT&E program acquisition data in the Acquisition Manager's Historical and Active Acquisition Binders (described in section 5.1.1). The Contractor shall also maintain the SE2, PMW/A 170 Library of documents in the Acquisition folder and NSERC data management system for all RDT&E programs.

The Contractor shall provide technical and project management expertise on development efforts, developmental schedules, technical briefing, and management reports concerning the execution of applicable development program and Prime Mission Product contracts. The Contractor shall assist in evaluation of cost, schedule and performance of applicable Prime Mission Product Contractors and develop issue papers, white papers and/or briefing that outline programmatic issues. The Contractor shall provide representation at programmatic meetings, to include the prime Contractors Integrated Baseline Reviews (IBRs) and other program reviews, to assist the applicable programs in the evaluation of the Prime Mission Product Contractors progress. The Contractor shall develop the necessary documentation and analyses necessary for proper program progress evaluation.

The Contractor shall provide technical support and provide Earned Value Management Analyses that includes earned value assessment reviews, earned value analysis and recommendations in support of applicable programs or projects. The Contractor shall submit assigned analyses, reviews and recommendations in accordance with the program schedules.

The Contractor shall provide technical support for Integrated Baseline Reviews (IBRs) for Prime Mission Product Contractors including review of IBR documentation, providing synopsis of documentation, identifying any programmatic issues and making recommendations for resolution

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of issues. The Contractor shall document and submit all reports in the APM/PAPMs approved format with recommendations in accordance with the APM/PAPMs review and submission schedule.

The Contractor shall provide Program/Project Management support in the analysis of all CDRLs. The Contractor shall use automated tools such as Project management tool and SE2 to support reviews. The Contractor shall assist in the maintenance and update of the management data.

Coordinate with PEO C41, PMW/A 170 to update DoDAF systems architectures and JCIDS products to comply with the latest instructions and Joint and Navy capability and architecture models. Assist the Program Office and OPNAV N2/N6 with Navy and Joint Review process.

5.3.2 Cost Estimating/scheduling and Program Control Support Services (RDT&E)

The Contractor shall provide direct program cost estimating/scheduling support services as requested by the APM, including the following specific requirements:

The Contractor shall prepare cost estimates based on program acquisition strategy, deliverables, schedule, and Operations and Support concepts. All cost estimates shall be submitted within the timeframe and format prescribed by the customer requirements.

The Contractor shall assist in the preparation of PLCCE, ICE, SCP and analyses, Cost Benefit Analysis, Cost Comparison Analysis, Business Case Analysis, trade-studies, Analysis of Alternatives, Cost Analysis Requirements Documents (CARDs) and Cost As an Independent Variable analysis. The Contractor shall assist in the coordination and adjudication of issues for Independent Cost Estimate (ICE) and Service Cost Position (SCP) for designated programs requiring an ICE/SCP. All estimates and analyses prepared shall be delivered to the customer within the timeframe assigned and meet the quality and technical requirements of the customer.

For all RDT&E programs, the Contractor shall develop Program Office Estimates (POEs), and “time-phased” PLCCEs with technical evaluations, that support Program Objective Memorandum (POM)/budget submissions, program milestone reviews, and assist in development of Acquisition Strategies in accordance with DoD, Navy, and SPAWAR acquisition and cost estimating/scheduling policies. The Contractor shall submit preliminary (draft) and final PLCCE(s)/POEs, cost models, supporting documentation, and affordability template to the requestor, both in format and schedule, annually (for annual reporters), as scheduled for POEs, or at the request of the Milestone Decision Authority (MDA) or Acquisition Manager. The Contractor shall assist programs at Milestone A/B/C/Full Rate with the preparation of cost-related data or documents, including APBs and CARDs.

The Contractor shall identify and quantify system and subsystem cost drivers based on the Program’s technical and programmatic definition and results generated in the PLCCE. This

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effort is to be conducted upon completion of the draft and final PLCCE; and will support identification of program Should-Cost elements. The Contractor shall develop Should-Cost estimates in support of POM/Budget submissions, program milestone reviews.

The Contractor shall prepare and submit POM briefing packages in preparation of Milestone A/B/C/Full Rate. The Contractor shall assist with the quarterly preparation of Unit Cost Reports (UCRs).

For assigned RDT&E programs, the Contractor shall develop Cost As an Independent Variable (CAIV) plans, no later than Milestone A, and updated as necessary. The Contractor shall prepare economic analyses and program evaluations to support selection of cost effective alternatives at Milestone A and Milestone B/FRP (or equivalent). Contractor shall support the Program Office in the generation of Analysis of Alternatives and trade studies insuring the most cost affordable solution option is available for consideration by Navy management. This effort will be in support of Milestone A and B decisions, and updated as necessary for the Milestone C decision. For Milestone B, C and Full rate decisions, the Contractor shall prepare cost-related data for risk mitigation/management plans.

5.3.3 Cyber security Support (RDT&E)

The Contractor shall provide program Cyber security support services as requested by the APM, including the following specific requirements:

The Contractor shall assist in the preparation of a Cyber security strategy as required to meet Clinger-Cohen Act compliance for the Programs. The Contractor shall ensure that the Cyber security strategy is prepared according to DoN, PEO, and SPAWAR best practices.

The Contractor shall create and provide the documentation necessary to Cyber security Assess and Authorize (A&A), and obtain an ATO. The Contractor shall provide the necessary information for certification in accordance with DoD Directive 8500.1 and DoD Instruction 8500.2. The Contractor shall ensure compliance with DIPTR-DON and FISMA requirements reporting and compliance.

5.3.4 Contracts Support Services (RDT&E)

The Contractor shall provide program contracts services as requested by the APM/APM-C, including the following specific requirements:

The Contractor shall support contract administration and coordination of Military and Commercial Programs including the Performance Work Statement/SOW for fiscal years as needed. The Contractor shall interface with the Procurement Contracting Officer (PCO), Contracting Officer Representative (COR) and Alternate Contracting Officer Representative

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(ACOR) as necessary for proper program and project office contract administration. The Contractor shall keep the APM/APM-C apprised of all administrative requirements and requests and coordinate all responses through the APM/APM-C for approval.

The Contractor shall attend program and project systems contract related meeting as assigned for proper contract administration. The Contractor shall prepare the required documentation as necessary for participation in these meetings, subject to APM/APM-C approval.

The Contractor shall establish and maintain one hardcopy contracts binders. Contract binders shall contain the prime mission contracts and all contract pertinent documentation as required by the TPOC, PCO, COR, ACOR, APM-C and APM, including correspondence, and appropriate emails relevant to contract execution. A duplicate of the contract binder shall also be maintained on electronic media and included with each contract binder (e.g. CD ROM). The contract binders shall be updated within three (3) working days of receipt of any changes or updates of contracts documentation and available within four (4) hours of receipt of an authorized request.

The Contractor shall monitor contracts for discrepancies and assist the APM/APM-C in resolution of known discrepancies in contract documents during development and execution. The Contractor shall coordinate all contract corrections through the APM/APM-C for approval.

The Contractor shall perform data collection/retrieval and electronic data entry into contracts and program management systems. Developed databases and Excel spreadsheets as requested. The Contractor shall support development and retrieval of contract related information for reporting purposes related to cost, schedule and performance of contracts for internal Program Office data calls and/or external data calls. The Contractor shall enter contract data as appropriate in all systems and data systems within three (3) days of receipt and retrieve and provide requested information within the requested timeframe and in the requested format.

The Contractor shall provide status reports to APMs, PAPMs CORs, Contracts Specialist, APM-C, and DPM as necessary to summarize current contract actions, status and maintain metrics on all applicable task orders completed, open or in final close out procedures.

5.3.5 Test and Evaluation (RDT&E)

The Contractor shall provide testing management and support services for the development, acquisition, integration planning and upgrade or change for PMW/A 170 programs. The Contractor shall review, update, develop or assist in the development of test-related acquisition documentation, such as test strategies, test and evaluation plans, schedules and plans, briefs, position papers, specifications and statements of work and other documentation necessary for program execution. The Contractor shall participate in risk assessments to support test-related acquisition decisions and support preparation for and, when directed, participate in acquisition decisions, program and design reviews, conferences, technical, tests and test planning working

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groups, discussions, and meetings. The Contractor shall participate in program Test and Evaluation (T&E) Working IPTs (WIPTs), when assigned. The Contractor shall assist the APM and/or program office T&E manager with coordinating and conducting Operational Test Readiness Reviews (OTRRs), and associated pre-OTRRs and DT readiness reviews, when required; to include meeting logistics coordination, agenda preparation, brief preparation, meeting minutes and T&E action item tracking.

5.3.6 GPS Navigation (NAVWAR) Air Program Support (RDT&E)**GPS Integration Management and Support**

The Contractor shall provide personnel to report to the Air NAVWAR assistant program manager (APM/PAPM) via the NAVWAR Air Integrated Product Team (IPT) Lead at Lexington Park, MD. The Contractor shall possess an understanding of engineering, design and technical support requirements and issues related to the development, acquisition, integration and upgrade or change of GPS User Equipment (UE) intended for designated Naval aircraft platforms; notionally, these platforms include forward fit aircraft for specific series of F/A-18 and EA-18G, H-53, MV-22, Joint Strike Fighter, and Unmanned Aerial Systems (UAS). As assigned, the Contractor will serve as principle point of contact and platform advisor/manager for A- and B-kit integration of NAVWAR capability into designated Naval aircraft platforms. The range of products provided by the Program Office to include the conformal controlled reception pattern antenna (C-CRPA), advanced digital antenna production (ADAP), small antenna system (SAS), miniature-CRPA (M-CRPA), digital antenna control unit/digital antenna electronics (DACU/DAE), modernized UE (MUE) and various airborne receivers and embedded security features. The Contractor shall assist in the development and evolution of engineering, contracting, or technical documentation which impact integration management and support. The development/update of acquisition documentation, briefs, position papers, specifications and statements of work and other documentation necessary for development and sound program management of NAVWAR Air program. The Contractor shall participate in risk assessments to support acquisition decisions. As requested, the Contractor shall serve as part of a risk management board to evaluate electrical, mechanical, software and integration design and functional risks. The Contractor shall support preparation for and, when directed, participate in acquisition decision, program and design reviews, conferences, technical working groups, discussions, and meetings in support of the NAVWAR Air APM/PAPM and IPT Lead.

Test and Evaluation Manager

The Contractor shall provide engineering personnel to serve as part of the NAVWAR Air IPT at Lexington Park, MD. The Contractor shall provide testing management and support services for the development, acquisition, integration planning and upgrade or change of all GPS User Equipment (UE) intended for Naval aircraft platforms. The Contractor shall review, update, develop or assist in the development of acquisition documentation, test strategies, schedules and

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plans, briefs, position papers, specifications and statements of work and other documentation necessary for program execution or sound program management of NAVWAR Air program. The Contractor shall participate in risk assessments to support acquisition decisions and support preparation for and, when directed, participate in acquisition decision, program and design reviews, conferences, technical, tests and test planning working groups, discussions, and meetings in support of the NAVWAR Air APM/PAPM and IPT Lead.

Acquisition Program Management Support

The Contractor shall provide acquisition support to the NAVWAR Air APM/PAPM. The Contractor shall assist and assist the NAVWAR Air APM/PAPM to ensure program compliance with applicable PEO C4I, Naval Air Systems Command (NAVAIRSYSCOM), SECNAV and DoD policies, memorandums, and directives that are directly related to sound acquisition and program management of the GPS UE for the NAVWAR Air Program. The Contractor will prepare or coordinate the preparation of related acquisition and program documents necessary to develop, integrate, procure and field PNT systems related to the NAVWAR Air Program. The Contractor will propose recommended solutions to acquisition-related issues, prepare acquisition and program management documents and briefs for presentation or routing for approval, and answer, monitor, or track all external taskings and data calls applicable to the NAVWAR Air Program to completion. The Contractor will organize and schedule meetings, briefs and conferences as directed and monitor applicable meetings and conferences sponsored by external activities related to aircraft PNT systems for possible attendance by the NAVWAR Air IPT; these activities include, applicable PEO C4I, Naval Sea Systems Command (NAVSEASYS COM) and NAVAIRSYSCOM affiliated PMOs, Joint Navigation Warfare Center (JNWC), Joint Program Office, and international partners for Navy PNT systems. The Contractor will assist in the upkeep of databases, to include the PEO C4I TRIM, and the ASN RDA DASHBOARD and PoPS, as it relates to program execution to ensure completeness and accuracy of NAVWAR Air documentation status.

Program Management Support

The Contractor shall provide program management support to the NAVWAR Air APM/PAPM. The Contractor shall assist the APM/PAPM to ensure program compliance with applicable PEO C4I, Naval Air Systems Command (NAVAIRSYSCOM), SECNAV and DoD policies, memorandums, and directives that are directly related to sound acquisition and program management of the NAVWAR Air systems. The Contractor will direct attention in two key focus areas:

GPS Modernization. The Contractor will assist or represent the NAVWAR Air APM/PAPM and interest of Naval aviation in conferences and meetings related to fielding next-generation GPS capabilities in Naval aircraft. The contract will develop related briefs, plans and documents to help craft an acquisition and program management strategy to field GPS

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Modernized capability in Naval aircraft. GPS Modernized capability includes advanced receiver security architecture, antenna and receiver ability to leverage the modern GPS signal in space (SIS) being delivered by modernized satellite vehicles (most notably, military M-code receive capability), and integration with those systems designed to complement, enhance, or augment GPS.

Managing Fleet Priorities. The Contractor will develop briefs, schedules and plans for educating the Fleet aviation community on the GPS Threat, NAVWAR Mission, PMW/A 170 capabilities, and impacts to operational aircraft, systems, and mission areas. Fleet experience as an operator in Naval aviation is a recommended Contractor characteristic, but not specifically required. The Contractor must liaison with Type Desks, Program Manager Air (PMA) program offices, and Navy and Joint intelligence and test communities to help support arguments for making GPS protection a Fleet or platform priority. The Contractor will organize and schedule meetings, briefs and conferences as directed.

5.3.7 Program Support and Platform Integration (RDT&E)

The Contractor shall provide overarching and direct programmatic and management support in the implementation of communications systems on CVN, DDG-51, DDG-1000, JHSV, CJR, LPD, LCS, LHD/LHA/LHAR and Ship to Shore connector new ship construction programs. Specific hulls will be identified with each funding increment.

The Contractor shall research, review and analyze platform operational requirements and issues associated with PMW/A 170 communications systems and develop briefings and point/position papers related to incorporating PMW/A 170 communications systems into new ship construction. The Contractor shall submit written recommendations on incorporating PMW/A 170 communication systems to the APM/PAPM within fourteen (14) working days of completing the review/analysis.

The Contractor shall serve as a technical liaison between PMW 750, PMW 760, and NAVSEA organizations involved with new ship construction. The Contractor shall assist the APM/PAPM in responding to information requests and action items, including interoperability test and evaluation documentation requests. The Contractor shall recommend responses to the APM/PAPM for queries regarding the Program Office communication systems implementation in new ship construction. The Contractor shall document and maintain a file of all queries and responses within individual program/project binders.

The Contractor shall develop, update and track form 7300 cost estimates, quarterly program reviews, in process reviews and statement of work documents. The Contractor shall prepare for and attend PARM reviews.

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5.4 Ship Construction, Navy Program Support for Communications and Navigation Programs (SCN, NDSF, OP&A AC&I)

The Contractor shall provide overarching and direct program management and acquisition support services for CVN, CG, DDG-51, DDG-1000, LCS, LPD, LHA/LHA(R)/LHD, TAKE, MPFF and Ship to Shore Connector new ship construction programs. This includes significant coordination with multiple Navy ship construction programs, shipyards, land-based test sites, foreign military sales, other PEOs, PMW's PMA's and Government offices. Specific hulls will be identified with each funding increment.

The Contractor shall prepare program/project briefing materials/viewgraphs, project schedules and related documentation to support Participating Manager (PARM) reviews, Technical PARM summits and other reviews. The Contractor shall provide support for program reviews and data calls, including Obligation Phasing Plans (OPP), SCN Execution Reviews, Participating Manager (PARM) reviews, and POM coordination. Support provided shall result in completion and submission of required information by the assigned date. The Contractor shall prepare AD HOC reports on an as required basis. AD HOC reports shall be provided to the requester within the timeframe assigned and in the format required by the customer. For planning purposes, expect a maximum of 20 AD HOC reports. The Contractor shall submit the briefing materials to the APM/PAPM for review and approval no later than five (5) working days prior to the scheduled meeting. The Contractor shall make the requested changes and resubmit the documents no later than four (4) hours prior to the meeting.

The Contractor shall prepare, maintain and track project management data including Work Breakdown Structures (WBS), Plan of Action & Milestones (POA&Ms), cost estimates/models and cost, schedule and technical baselines. The Contractor shall prepare the requested information in accordance with the SPAWAR Program Managers Handbook, or APM/PAPM guidance.

The Contractor shall gather, consolidate, and validate information/requirements and project schedules from all organizations associated with programs identified by the APM/PAPM. The Contractor shall update databases/spreadsheets to support program information/requirements within three (3) working days of validation. The Contractor shall provide markups as applicable and monitor program execution to ensure compliance within the timeframe required by the customer. The Contractor shall complete the effort within the timeframe required by the customer, in accordance with SCN standards. The Contractor shall report deviations from approved requirements to the APM/PAPM.

The Contractor shall provide the documentation necessary to Assess & Authorize A&A) for programs which require Cyber security requirements.

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The Contractor shall provide the necessary information for certification in accordance with DoD Directive 8500.1 and DoD Instruction 8500.2.

5.4.1 Acquisition Support Services (SCN & NDSF)

The Contractor shall prepare, update, route and maintain acquisition documentation as assigned by the APM/PAPM and within the requested schedule.

The Contractor shall review, analyze and develop impact statements and issue papers recommending course of actions with respect to potential changes to acquisition related policy, guidance and directives. The Contractor shall assess the acquisition policy change impacts and provide input to the acquisition support team. The Contractor shall submit these recommendations within five (5) working days of completing the analyses, or when required by the acquisition support team.

The Contractor shall assist with the development, routing and review of impact assessments, point papers, briefings and/or acquisition related internal and external data calls and provide inputs to the acquisition support team. The Contractor shall develop and submit the requested information in the format and per the requestors schedule as assigned.

The Contractor shall attend meetings as assigned by the APM/PAPM, including ACT and IPT meetings for active programs to support acquisition related documentation efforts. The Contractor shall prepare briefing material and presentations as necessary to actively participate in and support the Program Office position.

The Contractor shall analyze, develop, review and track installation management plans and cost estimates to install systems on new construction ships. The Contractor shall make recommendations to the PAPM/PAPM or designated representatives as required and in sufficient time for the recommendations to be integrated into the installation plans.

The Contractor shall respond to new ship construction queries and data calls and act as the point of contact for and represent the Program Office to SPAWAR and PEO C4I Front Office staff. The Contractor shall coordinate responses through the PAPM/PAPM or designated representatives to ensure authorization for information release, and consistent programmatic response.

The Contractor shall review new ship construction related technical documentation including risk assessments and Ship Project Directive updates needed for specific systems installs. The Contractor shall review the assigned documentation and submit written analysis to the APM/PAPM or designated representatives, including recommendations or suggested changes.

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The Contractor shall coordinate specific Program installations in New Construction Ships. The Contractor shall review installation schedules, and coordinate installations and material deliveries as necessary to ensure efficiency and program cost savings. The Contractor shall summarize all coordination efforts in the monthly report.

The Contractor shall coordinate delivery of GFI/GFE for specific program including hardware, software and information to New Construction Ship Programs. The Contractor shall coordinate deliveries according to the approved installation plans, keeping the PAMP/PAPM or designated representatives apprised of all potential problems and recommending solutions.

The Contractor shall review Functional Interface Diagrams (FID) for new ship construction including architecture and interfaces with the ships' C4I/IT and combat systems and provide a program management analysis of the documents. The Contractor shall submit written comments and recommendations to the DAPM/PAPM or designated representatives for consideration when planning installations on new construction ships.

The Contractor shall provide Production/Procurement Acquisition Support in installation planning through the preparation and update of the Plan of Action and Milestone (POA&M) integral to the execution of installation and new ship construction. The Contractor shall prepare the POA&M in accordance with the SPAWAR Acquisition Program Structure Guide.

The Contractor shall provide planning and acquisition manager support for preparation and updates to the installation planning schedules including planned milestones. The Contractor shall provide technical briefing material and support the preparation of technical reports on issues related to integrated shipboard navigation system, memorandum of understanding with NAVSEA entities and related issues. The Contractor shall provide the requested materials in the assigned format and per the required schedule.

The Contractor shall provide the following in support of engineering, installation and fielding of specific programs for new construction ships:

The Contractor shall provide overarching technical support for installation on new construction ships (LHA, DDG, etc.) The Contractor shall analyze, review and track engineering change proposals (ECPs) aboard new construction ships. The Contractor shall submit written analyses of the ECPs upon completion of the review.

The Contractor shall provide technical representation and reports as needed to support new ship construction working group meetings, IPT sessions, in process reviews, and other meetings as directed by the DAPM/PAPM or designated representatives.

The Contractor shall support the preparation of risk management and mitigation plans as it relates to new ship construction.

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The Contractor shall prepare all required documentation, presentations, and reports necessary to support program installation for new ship construction.

The Contractor shall develop and maintain programmatic tracking matrices for required PMW/A 170 communications program's SCN equipment and information deliveries. The Contractor shall develop, update and track form 7300 cost estimates, quarterly program reviews, in process reviews and statement of work documents.

The Contractor shall record; track, and report configuration change requests and system upgrades submitted by Control and Electronic Tracking System (SPROCETS), Statement of Work (SOW), or POM/PR web site users for the Program Office communications systems.

5.5 Aviation Procurement Navy Program Support (APN)**5.5.1 Navigation Warfare (NAVWAR) Air Platform Support (APN)**

East Coast (Lexington Park, MD): GPS Integration Management and Support – provide integration support personnel to report to the Air NAVWAR assistant program manager (APM/PAPM) via the NAVWAR Air Integrated Product Team (IPT) Lead at Lexington Park, MD. The Contractors shall possess an understanding of engineering, design and technical support requirements and issues related to the development, acquisition, integration and upgrade or change of GPS User Equipment (UE) intended for upgrade of GPS UE on legacy Naval aircraft platforms; notionally, these platforms include legacy series aircraft for the AV-8B, F/A-18, H-53, H-1, P-3C, H-60, and Unmanned Aerial Vehicles. As assigned, the Contractor will serve as principle point of contact and platform advisor for A- and B-kit integration of NAVWAR capability into designated Naval aircraft platforms. The range of products provided by the Program Office includes the GPS Antenna System (GAS-1) and a four-element variant (GAS-1N), advanced digital antenna production (ADAP), miniature-CRPA (M-CRPA), and various airborne receivers and embedded security features. The Contractors shall review, draft, modify, evaluate, or input to engineering, contracting, or technical documentation and develop and or assist in the production of acquisition documentation, briefs, position papers, specifications and statements of work and other documentation necessary for integration and planning for sound program management of NAVWAR Air program. The Contractor shall ensure plans meet PMW/A 170 program schedules for installation and deployment of the systems. The Contractors shall participate in risk assessments to support acquisition decisions as related to the production and fielding of equipment. As requested, the Contractor shall serve as part of a risk management board to evaluate electrical, mechanical, software and integration design and functional risks. The Contractors shall support preparation for and, when directed, participate in acquisition decision, program and design reviews, conferences, technical working groups, discussions, and meetings in support of the NAVWAR Air APM/PAPM and IPT Lead.

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The Contractor shall provide planning, production, and technical material updates as requested by the APM/PAPM. The Contractor shall make updates to the fielding plan as required.

The Contractor shall coordinate correspondence, documents, papers and briefs for the NAVWAR Air IPT as related to production and integration of NAVWAR Air programs. Contractor would ensure documents were properly formatted, routed and staffed, data calls were properly formatted and submitted on time, and all briefs were correct in content, intent, and/or structure. Support would manage all correspondence to and from the AIR 1.0 Staff, PMW/A 170 headquarters in San Diego, to Naval Aviation Program Offices and other GPS stakeholder customers and organizations. Contractor would solicit input from the NAVWAR IPT and assemble input in the proper format and document type for review by the NAVWAR Air IPT Lead and APM/PAPM. Contractor would make corrections to all documents and correspondence as necessary. Contractor will maintain and track NAVWAR Air IPT management schedules and action items in various ticklers and when directed, record minutes, develop trip reports, and track action items from selected meetings, discussions, conferences.

Life Cycle Management – provide program management personnel to serve as part of the NAVWAR Air IPT at Lexington Park, MD. The Contractor shall have a background in logistics and fleet support related to development, acquisition, integration and upgrade or change of all GPS User Equipment (UE) intended for naval aircraft. The Contractors shall assist in the development and evolution of engineering, contracting, and technical documents which impact logistics and life cycle support. The Contractor shall assist in the development/update of all logistics documentation including. The following are some of the required documents; schedules and plans, briefs, position papers, specifications and statements of work necessary for project execution or sound project management of NAVWAR Air program. The Contractor shall conduct risk assessments to support acquisition decisions. The Contractor shall analyze program production requirements to ensure that the systems are being properly supported through requirements analysis and technical evaluation. The Contractor shall provide recommendations to ensure effective management in support of production and procurement. The Contractors shall support preparation for and, when directed, participate in acquisition decision, program and design reviews, conferences, technical, logistics and life cycle support working groups, discussions, and meetings in support of the NAVWAR Air assistant program manager (APM/PAPM).

6.0 DELIVERABLES**6.1 CDRL Deliverables**

The Contractor shall provide deliverables in accordance with CDRLs below. The monthly status report shall include a summary of performance metrics for each task/subtask contained in the PWS (Performance Work Statement). The summary shall include all work products and deliverables, both draft and final form, prepared during the reporting period.

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| CDRL | Deliverables | Schedule/Due Date |
|-------------|---------------------------------------|--|
| A001 | Monthly Status Report | 15th of each month |
| A002 | Quarterly Certification/Date Report | 15th day after every third month |
| A003 | Quality Assurance Program Plan (QAPP) | 60 calendar days after task order award. |

6.2 Product Deliverables

The Contractor shall provide the specific deliverable products contained in paragraph 5.0 as required in the task statements.

| Products/Deliverables | Schedule/Due Date |
|----------------------------------|--|
| Trip Reports/Meeting Minutes | 5 working days after completion of trip/event, except trip reports are not required for travel for travel within 15 miles of the Contractors office. |
| Meeting minutes | 5 days after meeting |
| Non-Decision Briefs | 5 working days prior to meeting, unless directed otherwise |
| Decisional Briefs | 6 working days prior to decision meeting, unless directed otherwise |
| Contracts Support Team ORG Chart | Quarterly |
| Top 100 Brief Slides | As Required |
| Bi-Monthly Messages | Bi-Monthly |
| POM Briefing Package | Within 5 days request is made |
| ACT meeting synopsis | 3 days after ACT meeting |
| Technical Reports/Briefs | As Required |

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The Contractor shall submit resumes for Government review/approval for personnel performing on this task (this includes the addition or substitution of personnel). Each resume must clearly demonstrate compliance with the below personnel qualification requirements as it relates to the labor category for which they are being proposed. Upon review, and within a reasonable time, the Government, either the COR or the Contracting Officer, will inform the Contractor as to the acceptability of the proposed individuals as it relates to the below requirements. Please note, the Government, either the COR or the Contracting Officer, reserves the right, at its discretion, to waive required personnel qualifications on a case by case basis when in the best interest of the Government.

The Government estimates a total of 92 Full Time Equivalent (FTE) personnel (55 Gov't Site / 37 Ktr Site). The following Program Management (PM) support positions will be located outside the San Diego area:

| | |
|------------------------------|---|
| Norfolk VA (COTF): | 3 FTE - Senior Program Management Specialist |
| Washington DC: | 1 FTE - Senior Program Management Specialist |
| Los Angeles, CA (GPS Wing): | 2 FTE - Senior Program Management Specialist |
| Lexington Park, MD: | .25 FTE - Senior Program Management Specialist |
| Patuxent River, MD (NAVAIR): | 3 FTE – Senior Program Management Specialist & 1 FTE – Junior Program Management Specialist |

7.1 Required Personnel Qualifications

The following is a list of the required qualifications for all personnel performing on this task

7.1.1 Program Management Specialist**7.1.1.1 Junior Level**

- a. Bachelor's Degree
- b. Minimum of 3 years of experience in program management with cost, schedule, and performance responsibilities for the relevant tasks in Section 5 of this PWS may be substituted for a Bachelor's degree.
- c. Microsoft Office Suite experience required

7.1.1.2 Mid-Level

- a. Bachelor's Degree
- b. Minimum of 7 years of experience in program management with cost, schedule, and performance responsibilities for the relevant tasks in Section 5 of this PWS (an additional

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3 years of relevant experience may be substituted for a Bachelor's degree, totaling 10 years of experience).

- c. Microsoft Office Suite experience required

7.1.1.3 Senior Level

- a. Bachelor's Degree, Masters preferred
- b. Minimum of 10 years of experience in program management with cost, schedule, and performance responsibilities for the relevant tasks in Section 5 of this PWS (an additional 5 years of relevant experience may be substituted for a Bachelor's degree, totaling 15 years of experience).
- c. Microsoft Office Suite experience required

7.1.2 Acquisition Management Specialist**7.1.2.1 Reserved****7.1.2.2 Mid-Level**

- a. Bachelor's Degree
- b. Minimum of 7 years of experience in Acquisition Management developing DoD Acquisition documentation for major acquisition milestone events (e.g. Milestone C) for the relevant tasks in Section 5 of this PWS (an additional 3 years of relevant experience may be substituted for a Bachelor's degree, totaling 10 years of experience).
- c. Microsoft Office Suite experience required

7.1.2.3 Senior Level

- a. Bachelor's Degree, Masters preferred
- b. Minimum of 10 years of experience in Acquisition Management developing DoD Acquisition documentation for major acquisition milestone events (e.g. Milestone C) for the relevant tasks in Section 5 of this PWS (an additional 5 years of relevant experience may be substituted for a Bachelor's degree, totaling 15 years of experience).
- c. Microsoft Office Suite experience required

7.1.3 Contracts Management Specialist**7.1.3.1 Junior Level**

- a. Bachelor's Degree
- b. Minimum of 3 years of experience in Contracts Management supporting Pre and Post Award activities for the relevant tasks in Section 5 of this PWS may be substituted for a Bachelor's degree.
- c. Microsoft Office Suite experience required

7.1.3.2 Mid-Level

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- a. Bachelor's Degree
- b. Minimum of 7 years of experience in Contracts Management supporting Pre and Post Award activities for the relevant tasks in Section 5 of this PWS may be substituted for a Bachelor's degree of this PWS (an additional 3 years of relevant experience may be substituted for a Bachelor's degree, totaling 10 years of experience).
- c. Microsoft Office Suite experience required

7.1.3.3 Senior Level

- a. Bachelor's Degree, Masters preferred
- b. Minimum of 10 years of experience in Contracts Management supporting Pre and Post Award activities for the relevant tasks in Section 5 of this PWS (an additional 5 years of relevant experience may be substituted for a Bachelor's degree, totaling 15 years of experience).
- c. Microsoft Office Suite experience required

7.1.4 Cybersecurity Analyst**7.1.4.1 Junior Level**

- a. Bachelor's Degree
- b. Minimum of 3 years of experience in Information Assurance/Technology, Cybersecurity and Risk Management Framework (RMF) for the relevant tasks in Section 5 of this PWS may be substituted for a Bachelor's degree.
- c. Training and Certification in accordance with DFARS Clause 252.239-7001 Information Assurance Contractor Training and Certification.
- d. Microsoft Office Suite experience required

7.1.4.2 Mid-Level

- a. Bachelor's Degree
- b. Minimum of 7 years of experience in Information Assurance/Technology and Cybersecurity and Risk Management Framework (RMF) for the relevant tasks in Section 5 of this PWS (an additional 3 years of relevant experience may be substituted for a Bachelor's degree, totaling 10 years of experience).
- c. Training and Certification in accordance with DFARS Clause 252.239-7001 Information Assurance Contractor Training and Certification.
- d. Microsoft Office Suite experience required

7.1.4.3 Senior Level

- a. Bachelor's Degree, Masters preferred
- b. Minimum of 10 years of experience in Information Assurance/Technology and Cybersecurity and Risk Management Framework (RMF) for the relevant tasks in Section 5 of this PWS (an additional 5 years of relevant experience may be substituted for a Bachelor's degree, totaling 15 years of experience).

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- c. Training and Certification in accordance with DFARS Clause 252.239-7001 Information Assurance Contractor Training and Certification.
- d. Microsoft Office Suite experience required

7.1.5 Cost Estimator/Scheduler**7.1.5.1 Junior Level**

- a. Bachelor's Degree
- b. Minimum of 3 years of experience in Cost Estimating/scheduling with focus on preparing cost modeling, program estimates (POEs), and cost benefit analysis for the relevant tasks in Section 5 of this PWS may be substituted for a Bachelor's degree.
- c. Microsoft Office Suite experience required

7.1.5.2 Mid-Level

- a. Bachelor's Degree
- b. Minimum of 7 years of experience in Cost Estimating/scheduling with focus on preparing cost modeling, program estimates (POEs), and cost benefit analysis for the relevant tasks in Section 5 of this PWS (an additional 3 years of relevant experience may be substituted for a Bachelor's degree, totaling 10 years of experience).
- c. Microsoft Office Suite experience required

7.1.5.3 Reserved**7.2 Key Personnel Requirements**

There are a total of 5 key personnel on this task order. The following is a list and description of the required qualifications of those key personnel. Resumes shall be no more than two (2) pages long, single spaced, size 10 font and shall include, at a minimum but not limited to the following information:

- a. Employee name
- b. Years of professional Experience
- c. Current position and Title
- d. Educational History
- e. Chronology of Professional Experience (Past Ten Years)

Senior Program Manager:

- 1) Master's degree in any subject from an accredited college or university.
- 2) Minimum 10 years relevant experience managing tasks and personnel.
- 3) 5 years of this experience in direct support to a program office (e.g., PMW) or similar organization with the Department of Defense (DoD).

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- 4) Demonstrated knowledge of military C4I/IT products; with specific Navy Communications (SATCOM-both MILSATCOM and Commercial), Tactical Communications, and Global Positioning Systems (GPS) knowledge.

Senior Cybersecurity Analyst:

- 1) Master's degree in any subject from an accredited college or university (Master's in computer science, or information systems management desired).
- 2) Minimum 10 years of Navy experience in Information Assurance and Cybersecurity, which includes experience in all aspects of the DoD 8500 Series and NIST SP 800 Series, including Risk Management Framework.
- 3) Experience working with the Navy Cross Domain Solutions Office (NCDSO) within the last five years.
- 4) Demonstrated knowledge of military C4I/IT products; with specific Navy Communications (SATCOM-both MILSATCOM and Commercial), Tactical Communications and Global Positioning Systems (GPS) knowledge.
- 5) Training and Certification in accordance with DFARS Clause 252.239-7001, Information Assurance Contractor Training and Certification

Senior Contracts Management Specialist:

- 1) Bachelor's degree in any subject from an accredited college or university.
- 2) Minimum 10 years of DoN experience in Contracts Management (pre and post award), which includes experience in FAR, DFARS, NMCARS regulations.
- 3) 5 years of this experience in direct support of major C4I systems acquisition.
- 4) Demonstrated knowledge of military C4I/IT products; with specific Navy Communications (SATCOM-both MILSATCOM and Commercial), Tactical Communications, and Global Positioning Systems (GPS) knowledge.

Senior Acquisition Management Specialist:

- 1) Master's degree in any subject from an accredited college or university.
- 2) Project Management Professional (PMP) certified.
- 3) Meets/exceeds DAWIA PM Level III online coursework (classroom PMT252B not required).
- 4) Minimum of 10 years' experience in DoD Acquisition or Program Management, with at least:
 - a. 5 years in an acquisition program office (PMW), with acquisition product development responsibilities (DoD 5000.02 products), and
 - b. 5 years in a Navy acquisition program office, with dedicated acquisition support to a Program Manager, Asst. PM, or Acquisition manager (or equivalent) (SECNAVINST 5000.2 product support), and
 - c. 5 years as a program/project manager.

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- 5) Acquisition product development experience in support of at least 3 or more C4I systems' program acquisition milestone events (e.g., milestone C or full rate production); to include at least 1 major C4I system program (ACAT I).
- 6) Demonstrated knowledge of military C4I/IT products; with specific Navy Satellite Communications (SATCOM-both MILSATCOM and Commercial), Tactical Communications, and Global Positioning Systems (GPS) knowledge.

Senior Cost Estimator/Scheduler:

- 1) Bachelor's degree in any subject from an accredited college or university.
- 2) Minimum 10 years' experience providing Cost estimating, Scheduling, Earned Value Management (EVM) or program control expertise within DoD, 5 years' of this experience working in direct support of a program office (e.g., PMW).
- 3) Demonstrated knowledge of military C4I/IT products; with specific Navy Satellite Communications (SATCOM-both MILSATCOM and Commercial), Tactical Communications, and Global Positioning Systems (GPS) knowledge.
- 4) DAWIA Business, Finance and Cost Estimating Level III or equivalent.

8.0 QUALITY ASSURANCE**8.1 Quality Assurance Surveillance Plan (QASP)**

The contractor shall provide the specific deliverables contained in paragraph 5.0. Material shall be prepared in accordance with PEO, PMW/A170, Program of Record and /or Project formats. The QASP (see Section J of this Task Order) will be used by the Government to monitor quality of performance. The COR will be the Quality Assurance Evaluator (QAE) of this Task Order. Performance standards at a minimum shall include:

- Performance – Deliverables fully coordinated among stakeholders; efforts enhance programs and projects;
- Timeliness – Meets required deadlines or schedules assigned by the Government requestor;
- Quality – Deliverables shall be based on properly coordinated efforts; produced in the Government requestor approved format; technically and factually correct, accurate, and complete. Final work products shall have no accounting or calculation errors (e.g., in numbers in addition or roll up between exhibit pages or within exhibit pages), no spelling or grammatical errors (e.g., in the text used for tasking descriptions, details, or other entry fields), and no technical errors, (e.g., in entry of, for example, unit costs, fielding plans, or contracting lead times, etc.) in the final work product submissions.

8.2 Contractor Performance Assessment Reporting System (CPARS)

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Performance evaluation(s) will be documented in the CPARS for this task order.

9.0 CONTRACT TRANSITION

A Kick-Off Meeting will be held no later than five (5) business days after contract award. The contractor and the Government will go over the contractor's detailed Contract Transition Plan provided in response to the RFP during that meeting. The Transition Plan shall describe how the task will be fully staffed to effectively perform the requirements of this PWS within thirty days of contract award and throughout the duration of the contract period of performance. The Transition Plan shall describe (a) how the required level of proposed personnel with the qualifications and experience as described in PWS Section 7, will be met, including how the contractor will staff at the various geographic locations specified in Section 7 of the PWS; and (b) how personnel will be transitioned/surged throughout the contractual period to meet the needs of the Government. The Contract Transition Plan shall describe the Contractor's corporate management and corporate resources, including internal and external communication lines and the Contractor's method for maintaining a close liaison with the COR, the identification of the contract program manager and program manager's authority and ability to independently commit company resources to perform under the contract.

In the event there is a follow on award and the incumbent is not the new contractor, the Contractor (of this task) shall provide status update on transitional efforts and the progress for being fully transitioned by 30 days after contract award.

10.0 SECURITY

The nature of this task requires access to SECRET Information unless specifically identified in the Section 5.0 tasks. The work performed by the Contractor shall include access to SECRET data, information, and spaces. The Contractor shall be required to attend meetings classified at the SECRET level. The Contract is expected to properly handle and dispose of all classified information accordingly.

10.1 Operations Security

All work is to be performed in accordance with DoD and Navy Operations Security (OPSEC) requirements and in accordance with the OPSEC attachment to the DD254.

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10.1.1 Key Personnel Clearance Requirements

All **Key Personnel** working on this task must have an active interim SECRET clearance or final SECRET clearance in JPAS at contract award. Additionally, all **Key Personnel** must be eligible for a Common Access Card (CAC). CAC eligibility requires one of the following:

- a. An open investigation at the Office of Personnel Management AND a favorable fingerprint result from the FBI database when verified by the Government security office.
- b. A closed and favorably adjudicated investigation.

10.1.2 Other Than Key Personnel Clearance Requirements

All others working on this task must have an active interim SECRET clearance or final SECRET clearance in JPAS within 30 days of contract award. Additionally, all others must be eligible for a CAC. CAC eligibility requires one of the following:

- a. An open investigation at the Office of Personnel Management AND a favorable fingerprint result from the FBI database when verified by the Government security office.
- b. A closed and favorably adjudicated investigation.

11.0 GOVERNMENT FURNISHED PROPERTY

No Government Furnished Property will be required to perform this Task Order. The Government will provide building access identification badges, and access to appropriate reference material and databases necessary in the performance of this effort. Official Government cell phones are authorized.

12.0 NAVY MARINE CORPS INTRANET (NMCI)

The nature of this task does not require Contractors to procure NMCI seats for personnel working at the Contractor site. The Government will have no more than 60 on-site NMCI seats available to support this task.

13.0 BEST PRACTICES

Adhere to PMW/A 170 and SPAWAR command-level “Best Practices” principles as identified in the SPAWAR Program Manager’s Toolkit Acquisition Support Office Guides (1) Acquisition Program Structure Guide; (2) Scheduling Guide; (3) Systems Engineering Guide; (4) Technology Alignment Guide and support the command wide implementation process

13.1 Contractor Employee Identification

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For all services provided by the Contractor under this PWS and associated Task Order, the Contractor's employees shall identify themselves as contractor personnel by introducing themselves or being introduced as contractor personnel and displaying distinguishing badges or other visible identification for meetings with Government personnel. Additionally, the Contractor's personnel shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.

14.0 TRAVEL

The contractor may be required to travel in support of this Task Order. The location of these trips is to be determined, but is estimated to consist mainly of trips to Washington D.C. and/or SSC-Charleston. Contractor is required to comply with PMW/A 170 travel process for all required travel in support of this PWS. The request for all travel will be made by soft copy correspondence via an Excel travel template. Emergent Travel Requests identified within three (3) working days of actual travel date must be approved by the COR/DPM via email with contractor providing the required travel Excel template within five (5) working days. The Travel Request shall include the following

- Travelers Name
- Name of specific Government Sponsor requesting the travel
- Program/Project Name travel is required for
- Applicable PWS Para # Reason for travel
- Duration of travel
- Dates of travel
- Travel cost estimate
- Total travel spent to date

Note: If foreign travel is required, all outgoing Country/Theater clearance message requests shall be submitted to the SSC PAC foreign travel team, OTC2, Room 1656 for action. A Request for Foreign Travel form shall be submitted for each traveler, in advance of the travel to initiate the release of a clearance message at least thirty-five (35) calendar days in advance of departure. Each Traveler must also submit a Personal Protection Plan and have a Level 1 Antiterrorism/Force Protection briefing within one year of departure and a country specific briefing within ninety (90) calendar days of departure.

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Applicable Directives

The following directives are provided as a reference to support the Contractor's performance and Government's acceptance of the products and services identified in this task. The Contractor shall follow the latest applicable policy/ guidance should a listed directive be replaced or superseded:

| Document Type | No./Version | Title | Date |
|---------------------------------|--------------------|---|------------------|
| DoD Instruction | 5000.02 | Operation of the Defense Acquisition System | 8 Dec 08 |
| United States Code | Title 10 | Armed Forces | |
| United States Code | Title 31 | Money and Finance 31 US Code 1301(a) 31 US Code 1502(a) 31 US Code 1517 | |
| Office of Management and Budget | Circular A-11 | Preparation, Submission and Execution of the Budget | 16 July 04 |
| DoD Regulation | 7000.14-R | Department of Defense Financial Management Regulations | Varies by volume |
| Code of Federal Regulation | Title 48 | Defense Federal Acquisition Regulation Supplement (DFARS) and Procedures, Guidance, and Information (PGI) | 15 Jan 09 |
| Code of Federal Regulation | Title 48, Vol,1,2 | Federal Acquisition Regulations | Current Year |
| Navy Regulations | NAVSO P-1000 | Navy Comptroller Manual | |
| Navy | | DoN Budget Guidance Manual | |
| SPAWAR | | SPAWAR Business Financial Manager's Manual | Aug 04 |
| SPAWARINST | 7720.4E | Policy and Responsibilities for SPAWAR Cost Estimating & Analysis Division (SPAWAR 1.6) | 02 May 11 |
| SECNAVINST | 5223.2 | Department of Navy Cost Analysis | 16 Dec 08 |
| SPAWAR | | SPAWAR Standard Reports Policy | 7 Jul 04 |
| SPAWAR | | SPAWAR Global Work Breakdown Structure | |
| SPAWARINST | 7301.1A | Tri-Annual Review of Commitments and Obligations | 9 Oct 02 |

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Performance Work Statement – Program Management, Cost Estimating, Contract Management,
Acquisition Support and Cybersecurity Task Order

| Document Type | No./Version | Title | Date |
|---|--------------------|--|-------------|
| DoD Directive | 5000.01 | The Defense Acquisition System | 20 Nov 07 |
| DoD Directive Type Memo (DTM) USD (AT&L) | DTM-09-027 | Implementation of the Weapon Systems Acquisition Reform Act of 2009, Change 3 | 9 Dec 11 |
| DoD DTM USD (AT&L) | DTM-10-017 | Development Planning to Inform Material Development Decision (MDD) Reviews and Support Analyses of Alternatives (AoA), Change 2 | 9 Dec 11 |
| DOD Instruction | 8510.01 | DoD Information Assurance Certification and Accreditation Process (DIACAP) | 28 Nov 07 |
| DON CIO Guidance | | Information Assurance Strategy Template | 17 Dec 08 |
| DoD Instruction | 8500.2 | Information Assurance (IA) Implementation | 6 Feb 03 |
| SECNAVINST Manual | M-5216.5 | Department of the Navy Correspondence Manual | 1 Mar 10 |
| SPAWARINST | 5721.1 | SPAWAR Section 508 Implementation Policy | 30 Mar 05 |
| CNETINST | 4650.4 | Government Travel Charge Card Program | |
| SECNAVINST | 5210.11 | DON File Maintenance Procedures and Standard Subject Identification Codes (SSIC) | |
| SECNAV Manual | M-5210.1 | DoN Records Management Program, Records Management Manual | Jan 12 |
| SECNAVINST | 5210.16 | DON Forms Management and Information Requirements (Reports) Management Programs | 31 Dec 05 |
| OPNAVNOTE | 5215 | DON Directives Consolidated Subject Index | |
| OPNAVINST | 5218.7B | Navy Official Mail Management Instruction | |
| CNETINST | 5230.9 | Electronic Mail (E-Mail) Policy and Standards | |
| JFTR | Vol 1 | DoD Uniformed Service Travel | |
| JTR | | DoD Civilian Personnel Travel | 1 Apr 04 |
| NTP-3 | SUPP-1 | U.S. Navy Address Indicating Group (AIG) and Collective Address | |

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Performance Work Statement – Program Management, Cost Estimating, Contract Management,
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| Document Type | No./Version | Title | Date |
|-----------------------|-------------|---|------------|
| | | Designator (CAD) Handbook | |
| NTP-3 | | Naval Telecommunications Procedures Telecommunications User's Manual | |
| NTP-22 | | Defense Message System Local Management Policies and Procedures | |
| SPAWAR Instruction | 12600.1B | Timekeeping Policy and Procedures for Civilian Employees | 1 Dec 99 |
| DoD Manual | 5000.4-M | Cost Analysis Guidance and Procedures | 11 Dec 92 |
| SECNAVINST | 5000.2E | Department of the Navy Implementation and Operation of the Defense Acquisition System and the Joint Capabilities Integration and Development System | 1 Sept 11 |
| DoD Guide | | DoD Earned Value Management Implementation Guide | Oct 06 |
| DoD Manual | 5000.4-M-1 | Cost and Software Data Reporting (CSDR) Manual | 4 Nov 11 |
| SECNAVINST | 5420.196 | Department of the Navy Cost Analysis Improvement Group (DON CAIG) | 16 Nov 05 |
| DoD DTM CAPE | DTM-09-007 | Estimating and Comparing the Full Costs of Civilian and Military Manpower and Contract Support, Change 3 | 2 Sept 11 |
| DoD Guidebook | | Online Defense Acquisition Guidebook | |
| SPAWARINST | 5000.19B | EVM | 22 Mar 07 |
| SPAWARINST | 468 | Program Cost and Schedule Data Collection | 26 Feb 07 |
| USD (AT&L) | | Should Cost and affordability | 24 Aug 11 |
| ASN (RD&A) | | Implementation of Should Cost | 19 July 11 |
| USD (AT&L) | | Joint Memo on Savings Related to "Should Cost" | 22 Apr 11 |
| SPAWARINST | 3058.1 | Naval SYSCOM Risk Management Policy | 7 Apr 2008 |
| SPAWAR Guide | | SPAWAR Contracts Management Process Guide (CPMG) | |