

ORDER FOR SUPPLIES OR SERVICES (FINAL)

1. CONTRACT NO. N00178-16-D-9040		2. DELIVERY ORDER NO. N6523618F3074		3. EFFECTIVE DATE 2018 May 18		4. PURCH REQUEST NO. 1300627767		5. PRIORITY Unrated			
6. ISSUED BY SPAWAR-Systems Center Lant (CHRL) P.O. BOX 190022 North Charleston SC 29419-9022 Melissa A Connell/2.2.53 843-218-2701			CODE N65236		7. ADMINISTERED BY SPAWAR-Systems Center Lant (CHRL) P.O. BOX 190022 North Charleston SC 29419-9022			CODE N65236		8. DELIVERY FOB DESTINATION OTHER <i>(See Schedule if other)</i>	
9. CONTRACTOR Spry Methods, Inc. 1420 Spring Hill Road, Ste 300 McLean VA 22102-3027			CODE 3HDI17		FACILITY		10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X IF BUSINESS IS		
							12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW		X SMALL DISADVANTAGED WOMEN-OWNED		
							13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G				
14. SHIP TO See Section D			CODE		15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264			CODE HQ0338		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER	DELIVERY/ CALL	x	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract.								
PURCHASE			Reference your _____ furnish the following on terms specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.								
Spry Methods, Inc.			jelderman Operations Direcotr								
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)		
If this box is marked, supplier must sign Acceptance and return the following number of copies:											
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule											
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES				20. QUANTITY ORDERED/ ACCEPTED *	21. UNIT	22. UNIT PRICE		23. AMOUNT		
	See Schedule										
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA			25. TOTAL				
				BY: /s/Carol A Lloyd			05/18/2018		26. DIFFERENCES		
							CONTRACTING/ORDERING OFFICER				
27a. QUANTITY IN COLUMN 20 HAS BEEN											
INSPECTED	RECEIVED	ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:									
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE					28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS		
					PARTIAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR		
f. TELEPHONE					g. E-MAIL ADDRESS						
					FINAL				34. CHECK NUMBER		
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.					31. PAYMENT				35. BILL OF LADING NO.		
					COMPLETE						
a. DATE		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER			PARTIAL						
					FULL						
37. RECEIVED AT		38. RECEIVED BY (Print)	39. DATE RECEIVED		40. TOTAL CON-TAINERS		41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.		

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GENERAL INFORMATION

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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
7000	R408	Base Year / Cost CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO			
700001	R408	ACRN: AA CLIN: 7000 01 PR #: 1300627767-0001 CRM #: 17-00782 CIN 13006277670003 Standard Doc. #: N6523617PR01842 Funding Doc #:M9545018RCAC108 PSC: R408 Network Activity #: 100001373258 0010 Funds Expiration: 9/30/2018 Amount: \$37,500 Applicable PWS Paragraphs - all Paragraphs Type / Appropriation: Direct Cite/ FY 18 OMMC Funds Cost Code: 8RCAC10810XY Base CLIN - Cost Only, Funding #1 (OMMC) (Fund Type - OTHER)					
7001	R408	Base Year / Cost CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO			
700101	R408	ACRN: AA CLIN: 7001 01 PR #: 1300627767-0001 CRM #: 17-00782 CIN 13006277670004 Standard Doc. #: N6523617PR01842 Funding Doc #:M9545018RCAC108 PSC: R408 Network Activity #: 100001373258 0020 Funds Expiration: 9/30/2018 Amount: \$153,799 Applicable PWS Paragraphs - all Paragraphs Type / Appropriation: Direct Cite/ FY 18 OMMC Funds Cost Code: 8RCAC10810XY Base CLIN - Cost Only, Funding #2 (OMMC) (Fund Type - OTHER)					
7002	R408	Base Year / Cost CLIN / Funding #3/ Appropriation: OMMCFunding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO			
700201	R408	ACRN: AB CLIN: 7002 01 PR #: 1300627767-0001 CRM #: 17-00782 CIN 13006277670005 Standard Doc. #: N6523617PR01842 Funding Doc #:M9545018RCFQ111 PSC: R408 Network Activity #: 100001346452 0010 Funds Expiration: 9/30/2018 Amount: \$31,000 Applicable PWS Paragraphs - all Paragraphs Type / Appropriation: Direct Cite/ FY 18 OMMC Funds Cost Code: 8RCFQ11110AN Base CLIN - Cost					

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
		Only, Funding #3 (OMMC) (Fund Type - OTHER)					
700202	R408	ACRN: AB CLIN: 7002 02 PR #: 1300627767-0001 CRM #: 17-00782 CIN 13006277670006 Standard Doc. #: N6523617PR01842 Funding Doc #:M9545018RCFQ111 PSC: R408 Network Activity #: 100001346452 0010 Funds Expiration: 9/30/2018 Amount: \$136,000 Applicable PWS Paragraphs - all Paragraphs Type / Appropriation: Direct Cite/ FY 18 OMMC Funds Cost Code: 8RCFQ11110AN Base CLIN - Cost Only, Funding #3 (OMMC) (Fund Type - OTHER)					
7003	R408	Base Year / Cost CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7004		CONTRACT DATA REQUIRMENTS LIST	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7100	R408	Option Year 1 / Cost CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO			
7101	R408	Option Year 1/ Cost CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO			
7102	R408	Option Year 1/ Cost CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO			
7103	R408	Option Year 1/ Cost CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO			

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For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7104		See Exhibit A - Contract Data Requirements List	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7200	R408	Option Year 2 / Cost CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████	██████████	██████████
7201	R408	Option Year 2/ Cost CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████	██████████	██████████
7202	R408	Option Year 2/ Cost CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████	██████████	██████████
7203	R408	Option Year 2/ Cost CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████	██████████	██████████

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7204		See Exhibit A - Contract Data Requirements List	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7300	R408	Option Year 3 / Cost CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████	██████████	██████████
7301	R408	Option Year 3/ Cost CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs.	1.0	LO	██████████	██████████	██████████

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
		(Fund Type - OTHER)					
		Option					

7302	R408	Option Year 3/ Cost CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████	██████████	██████████
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Option

7303	R408	Option Year 3/ Cost CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████	██████████	██████████
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Option

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7304		See Exhibit A - Contract Data Requirements List	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7400	R408	Option Year 4 / Cost CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████	██████████	██████████

Option

7401	R408	Option Year 4/ Cost CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████	██████████	██████████
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Option

7402	R408	Option Year 4/ Cost CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████	██████████	██████████
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Option

7403	R408	Option Year 4/ Cost CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████	██████████	██████████
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Option

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7404		See Exhibit A - Contract Data Requirements List	1.0	LO			NSP

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R408	Base Year / ODC CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████
9001	R408	Base Year / ODC CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████
9002	R408	Base Year / ODC CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████
9003	R408	Base Year / ODC CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER)	1.0	LO	██████████
9100	R408	Option Year 1 / ODC CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9101	R408	Option Year 1 / ODC CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9102	R408	Option Year 1 / ODC CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9103	R408	Option Year 1/ ODC CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9200	R408	Option Year 2 / ODC CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9201	R408	Option Year 2 / ODC CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9202	R408	Option Year 2 / ODC CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9203	R408	Option Year 2/ ODC CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9300	R408	Option Year 3 / ODC CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9301	R408	Option Year 3 / ODC CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9302	R408	Option Year 3 / ODC CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9303	R408	Option Year 3/ ODC CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9400	R408	Option Year 4 / ODC CLIN / Funding #1 / Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9401	R408	Option Year 4 / ODC CLIN / Funding #2/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9402	R408	Option Year 4 / ODC CLIN / Funding #3/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████
9403	R408	Option Year 4/ ODC CLIN / Funding #4/ Appropriation: OMMC Funding / PWS/Subtask Para #(s): All paragraphs. (Fund Type - OTHER) Option	1.0	LO	██████████

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

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

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

Year	CLIN	Fixed Fee	Hours	Fee per Direct Labor Hour
Base Year (Funding 1)	7000	████████	████████	████████
Base Year (Funding 2)	7001	████████	████████	████████
Base Year (Funding 3)	7002	████████	████████	████████
Base Year (Funding 4)	7003	████████	████████	████████
Option Year 1 (Funding 1)	7100	████████	████████	████████
Option Year 1 (Funding 2)	7101	████████	████████	████████
Option Year 1 (Funding 3)	7102	████████	████████	████████
Option Year 1 (Funding 4)	7103	████████	████████	████████
Option Year 2 (Funding 1)	7200	████████	████████	████████
Option Year 2 (Funding 2)	7201	████████	████████	████████
Option Year 2 (Funding 3)	7202	████████	████████	████████
Option Year 2 (Funding 4)	7203	████████	████████	████████
Option Year 3 (Funding 1)	7300	████████	████████	████████
Option Year 3 (Funding 2)	7301	████████	████████	████████
Option Year 3 (Funding 3)	7302	████████	████████	████████
Option Year 3 (Funding 4)	7303	████████	████████	████████
Option Year 4 (Funding 1)	7400	████████	████████	████████

Option Year 4 (Funding 2)	7401	████████	████	████████
Option Year 4 (Funding 3)	7402	████████	████	████████
Option Year 4 (Funding 4)	7403	████████	████	████████

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

SECTION C – DESCRIPTION/SPECS/WORK STATEMENT

SPECIFICATIONS/STATEMENT OF WORK/PERFORMANCE WORK STATEMENT

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

SHORT TITLE: Program and Financial Management (P&FM) Analysis, and Technical Support for Expeditionary Enterprise Systems and Services (E2S2) Sub-Portfolio and Integrated Product Teams (IPTs)

1.0 PURPOSE

The purpose of this task order is to secure program management and financial management support for the Space and Naval Warfare (SPAWAR) Systems Center (SSC) Atlantic (SSC Atlantic) Expeditionary Enterprise Systems and Services (E2S2) Sub-Portfolio (SP) that support USMC/SOCOM forces worldwide executing operations:

- a. Enterprise Information Technology (IT) Service Management (EITSM) IPT
- b. Information Systems & Infrastructure (IS&I) IPT
- c. Emergency Response Systems (ERS) IPT
- d. Marine Corps Network and Infrastructure Services (MCNIS) IPT
- e. Special Operations Communication Systems (SOCS) IPT
- f. Information Technology Strategic Sourcing (ITSS)

The current Command, Control, Communications, Computers, Cyber, and Intelligence (C5I) systems employed by the US Marine Corps and US Special Operations Command (SOCOM) to improve combat effectiveness shall continue the process of providing cutting edge business information technology to combat support.

1.1 BACKGROUND

The MARCORSSYSCOM and USSOCOM Program Managers along with SSC Atlantic are chartered to deliver integrated functionality and operational shared IT environment implemented through the maximum use of commercial-off-the-shelf (COTs) and government-off-the-shelf (GOTs) software, enterprise application integration/middleware software and web portal software. When fully implemented, they will sustain an enterprise strategy designed to enable business process and modernize IT required to improve combat effectiveness for 21st Century expeditionary operations.

The contractor team shall be responsible for performing P&FM, analysis, and technical support activities for Major Automated Information System (MAIS) Acquisition Category I (ACAT I) programs.

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The MCNIS IPT program is responsible for the management of the Next Generation Enterprise Network (NGEN) and Secure Operational Network Infrastructure Capability (SONIC) acquisition programs. The MCNIS program office is a Tier 1 IPT. The MCNIS Tier 1 IPT consists of subordinate projects:

- NGEN – executes NGEN projects and initiatives.
- SONIC – executes SONIC projects and initiatives.
- Enterprise Process and Initiatives (EP&I) – the Information Technology (IT) Service Management (ITSM) office for the Marine Corps Enterprise Network (MCEN).
- Enterprise Tech Refresh (ETR) – the IPT responsible for holistic sustainment of the MCEN.
- Enterprise Engineering Verification Environment (EEVE) – the IPT that provides the MCEN lab, and fields core software to the MCEN.

The ES2 IPT supports Information Systems & Infrastructure (IS&I) and Emergency Response Systems (ERS) Marine Corps PdMs, including Marine Corps Enterprise Information Technology Services (MCEITS) and Total Force Information Systems (TFITS), among other programs. ES2 IPT adopts the IS&I Program Office’s mission to serve as the Marine Corps agent for design, acquisition and sustainment of the information systems and infrastructure used to accomplish the Marine Corps warfighting mission. ERS includes Consolidated ERS (CERS) Enhanced 911 (E9-1-1), dispatching, alarms and record management; Enterprise Land Mobile Radio (E-LMR) (Slice); and Base Telephone Infrastructure (BTI).

Special Operations Communications Systems (SOCS) IPT supports material solutions and service support for US Special Operations Command (SOCOM) (USSOCOM) and other Joint Warfighter Communications requirements through design, development, acquisition, technical and logistics support for Tactical Deployable Satellite Communications Systems and Networks, Special Operations Forces (SOF) Deployable Nodes (SDN) Family of Systems, and SCAMPI/Enterprise Networks.

The overarching purpose of the EITSM and ITSS programs is to ensure that enterprise IT procurements and sustainment comply with applicable laws, policies, rules and regulations, and that IT procurements and services support the holistic US Navy and USMC enterprise, ultimately increasing the quality of IT procurements, and also saving money by reducing duplicative orders and combining requirements where possible to leverage the buying power of the armed services.

The contractor team will support E2S2 SP, IPTs and project activities as documented in the requirements section.

1.2 SCOPE

This PWS encompasses all tasks associated with Department of Defense (DoD) P&FM, Analysis, and Technical processes across the entire system acquisition lifecycle in support of USMC/SOCOM E2S2 C5I IPTs in order to provide them with a P&FM, analysis, and technical capability to ensure that mission objectives and system support requirements are fulfilled in support of the warfighter. E2S2 SP, IPTs and projects are required to manage cost, schedule, performance, and risk management in accordance with (IAW) annual task books and allocated program office funding. The contractor shall provide programmatic, financial, business, analysis, and technical process support to the E2S2 SP and IPTs.

This TO is funded with multiple appropriations as delineated on specified contract line item numbers (CLINs). The TO period of performance spans one (1) base year and four (4) option years. The applicable PWS task(s) associated with each funding CLIN is outlined in Section B and Section G of the RFP.

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NOTE: Work will not be performed in Afghanistan.

2.0 APPLICABLE DOCUMENTS (AND DEFINITIONS)

All work shall be accomplished using the best commercial practices and current acceptable industry standards. The applicable references and standards invoked will vary within individual tasks and will be specifically called-out in the task order. IAW Defense Acquisition Policy changes, maximum utilization of non-government standards will be made wherever practical. Where backward compatibility with existing systems is required, selected interoperability standards will be invoked.

2.1 REQUIRED DOCUMENTS

The following instructional documents are mandatory for use. Unless otherwise specified, the document's effective date of issue is the date on the request for proposal.

	Document Number	Title
a.	DoDM 5200.02	Procedures for the DOD Personnel Security Program (PSP) dtd April 3, 2017
b.	DoDM 5200.01	DoD Manual – Information Security Program Manual dtd 24 Feb 12
c.	DoDD 5205.02E	DoD Directive – Operations Security (OPSEC) Program dtd 20 Jun 12
d.	DoD 5220.22-M	DoD Manual – National Industrial Security Program Operating Manual (NISPOM) dtd 28 Feb 06
e.	DoDI 5220.22	DoD Instruction – National Industrial Security Program dtd 18 Mar 11
f.	DoDI 8500.01	DoD Instruction – Cybersecurity dtd 14 Mar 14
g.	DoDI 8510.01	DoD Instruction – Risk Management Framework (RMF) for DoD Information Technology (IT) dtd 12 Mar 14
h.	SECNAV M-5239.2	DON Information Assurance Workforce Management Manual dtd May 2009
i.	SECNAV M-5510.30	Secretary of the Navy Manual – DoN Personnel Security Program dtd 1-Jun-2006
j.	SECNAVINST 5239.3B	DoN Information Assurance Policy, 17 Jun 09
k.	SECNAVINST 5510.30	DoN Regulation – Personnel Security Program dtd 16-Dec-2015
l.	SPAWARINST 3432.1	SPAWAR Instruction – Operations Security (OPSEC) Policy dtd 2 Feb 05
m.	SPAWARINST 5721.1B	SPAWAR Section 508 Implementation Policy, 17 Nov 09
n.	ISO/IEC 15288	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – System Life Cycle Processes dtd Rev 4, April 2010

	Document Number	Title
o.	ISO/IEC 12207	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – Software Life Cycle Processes dtd Feb 2008
p.	DoDD 5000.01	DoD Directive – The Defense Acquisition System, dtd 12-May-2003
q.	DoDI 5000.02	DoD Instruction – Operation of the Defense Acquisition System dtd 7-Jan-2015

2.2 GUIDANCE DOCUMENTS

The following documents are to be used as guidance. Unless otherwise specified, the document's effective date of issue is the date on the request for proposal.

	Document Number	Title
a.	MIL-STD-1916	DoD Test Method Standard – DoD Preferred Methods for Acceptance of Product
b.	HSPD-12	Homeland Security Presidential Directive – Policy for a Common Identification Standard for Federal Employees and Contractors, August 27, 2004
c.	DoDM-1000.13-M-V1	DoD Manual – DoD Identification Cards: ID card Life-Cycle dtd 23 Jan 14
d.	FIPS PUB 201-2	Federal Information Processing Standards Publication 201-2 – Personal Identity Verification (PIV) of Federal Employees and Contractors, August 2013
e.	Form I-9, OMB No. 115-0136	US Department of Justice, Immigration and Naturalization Services, Form I-9, OMB No. 115-0136 – Employment Eligibility Verification
f.	N/A	SSC Atlantic Contractor Checkin portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/Contractor+Checkin
g.	N/A	SSC Atlantic OCONUS Travel Guide portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/OCONUS+Travel+Guide

2.3 SOURCE OF DOCUMENTS

The contractor shall obtain all applicable documents. Many documents are available from online sources. Specifications and commercial/industrial documents may be obtained from the following sources:

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

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Dallas and Los Angeles.

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

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

3.0 PERFORMANCE REQUIREMENTS

The following paragraphs list all required support tasks that will be required throughout the Task Order (TO) life. The contractor shall provide necessary resources and knowledge to support the listed tasks. The contractor shall complete all required tasks while controlling and tracking performance and goals in terms of costs, schedules, and resources.

Support shall provide planning, scheduling, earned value/performance measurement, risk analysis, financial management and analysis, continuous process improvement, strategic planning, communications, independent studies, and other such programmatic support, for the E2S2 SP and IPTs. Deliverables are as follows:

- a. Requirements analyses (CDRL A002);
- b. Feasibility studies (CDRL A002);
- c. Economic analyses (CDRL A002);
- d. Milestone documentation (CDRL A001);
- e. Comparative cost analyses (CDRL A002);
- f. Staff studies (CDRL A002);
- g. Point, talking and information papers (CDRL A001);
- h. Action briefs (CDRL A001);
- i. Task Book (CDRL A001);
- j. Integrated Master Schedule (IMS) and Analysis (CDRL A001)

Note: In compliance with SPAWARINST 4720.1A – SPAWAR Modernization and Installation Policy, all task order installation work performed aboard Navy ships and Navy shore sites is under Installation Management Office (IMO) supervision; otherwise, a formal exemption request has been approved. In

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accordance with the Fleet Readiness Directorate Standard Operating Procedure (FRD SOP), COMSPAWARSYSCOM letter Ser FRD/235 dated 24 Apr 12, the contractor shall ensure proper notification and status updates of installation work performed outside of SPAWARSYSCEN Atlantic respective Areas of Responsibilities (AORs) are provided to the SPAWAR Officer in Charge (OIC) or applicable Geographic Lead.

3.1. PROGRAM MANAGEMENT SUPPORT

3.1.1 The contractor shall employ applicable Department of Defense (DoD) and Industry Standard integrated master schedule for all project lifecycle elements and adhere to guidance, standards and methodologies in order to decompose high-level task objectives into discretely defined and integrated task plan and develop, execute and manage scope, schedules, cost, risk, and performance for the IPTs. The contractor shall provide system migration planning support to include to creating work packages, project plans, project work breakdown structure (WBS) IAW SSC Atlantic Global Work Breakdown Structure (GWBS), detailed IMS, tracking/analyzing critical path and events on critical path (CP) and resource requirements. The contractor shall conduct weekly schedules analyses in order to render metrics that validate the quality and integrity of the schedule as prescribed by the Defense Contract Management Agency - Engineering and Analysis Pamphlet 200.1. The contractor shall conduct Critical and Near-Critical Path Analyses for the program, as well as Driving Path analyses for each project in order to isolate schedule drivers and quantify schedule variances via Float Analysis. The contractor shall provide a narrative to reconcile deltas between the baseline plans and explain float trends from week-to-week (CDRL A001). The contractor shall provide detailed reports that identify and quantify variances for any task that has missed its baseline start or finish date (CDRL A002).

a. The contractor shall participate in the following types of Programmatic Reviews/Meetings:

- a. In-Process/Interim Program Review (IPR) & Program Management Review (PMR)
- b. Task Book Planning & Reviews
- c. Budget Reviews
- d. Schedule Reviews
- e. Risk Reviews
- f. Staff Meetings
- g. Manpower/Staffing Reviews
- h. Facilities Planning meetings

3.1.2 PMP, Spend Plans, EVM Analysis, Task Book

a. The contractor shall identify and implement appropriate project management and controls processes and process control mechanisms to ensure timely communication/reporting of analyses and maintain the

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integrity of the artifacts and associated baseline. These controls shall include a quality assurance plan to ensure all deliverables provided are traceable to high-level requirements. The Contractor shall support the SP, IPT, and Project Leads in developing and monitoring a program/project management plan (PMP) for identifying and documenting project roles, responsibilities, and required skills, reporting relationships, and creating a staffing management plan and Organizational Breakdown Structure (OBS), communications plan with key internal and external stakeholders, and IPT Project Data and Reporting requirements (CDRL A001).

b. The contractor shall conduct financial and budget analyses and report current, cumulative and forecasted information to support the IPT Lead in making data-driven financial decisions pertaining to project work streams and lines of funding (CDRL A002).

c. The contractor shall provide historical and current data analyses or models to support project level ROMs or cost estimates for future fiscal year (FY) IPT and project planning against projected work streams and lines of funding in support of USMC Task Book preparations (CDRL A002).

d. The contractor shall work with the Project Manager/Project Engineer, IPT Business Finance Managers (BFMs) and technical Subject Matter Experts (SMEs) in order to develop, integrate and maintain key foundational artifacts required to establish a baseline against which recurring performance analyses can be conducted including cost and schedule analyses, Earned Value Management (EVM)/EVM-based analyses and risk analyses (CDRL A001).

e. Provide cost, schedule and performance capabilities in the context of an Acquisition Category Level I (ACAT-I) Major Automated Information System (MAIS) Major Defense Acquisition Program (MDAP), which includes iterative software capability delivery (Agile Software Development Framework) in support of Milestone Decision Authority (MDA). This is accomplished within the context of the Integrated Defense Acquisition, Technology and Logistics Life Cycle Management System and DoD 5000.02. This support includes, :

(1). Ability to provide an earned value management (EVM) overlay into an Agile Software Development Framework by employing Scrum artifacts to provide objective analysis

(2). Ability to assist with management of an Acquisition Program Baseline (APB) within a Naval Center for Cost Analysis (NCCA) framework in supporting the program Service Cost Position (SCP)

(3). Ability to execute and forecast spend plans in support of Program Objective Memorandum (POM)

(4). Ability to develop and manage executive-level Plan of Actions and Milestones (POA&M) and conduct critical path analysis per an Enterprise Resource Planning (ERP) software system upgrade

(5). EVM variance analysis with respect to the performance measurement baseline to include cost and schedule, cost performance indicator (CPI) and schedule performance indicator (SPI) by IPT contractor (CDRL A001)

f. The contractor shall provide support for the development and integration of quality control (QC)

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processes and procedures. The QC subject matter expert shall provide project management support to logistics and engineering (software and hardware configuration and integration) procedures and assist in the development of policy and procedures on quality related functions. Provide management, analysis, and oversight over quality assurance compliance efforts (CDRL A002).

g. Program Support Documentation

The contractor shall develop and draft various program management (PM) documents (CDRL A002). the following documents are typical PM deliverables that the contractor shall have knowledge writing:

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

3.1.3 Process Support, Strategic Planning and Communications (Standard Operation Procedures (SOPs), Communications Plan, Improvement Objectives, Action Item Tracker)

a. The contractor shall develop, implement and uphold program/project management processes in support of the IPT's business operations to include process support, strategic planning, SOPs, communication plans, improvement objectives and action item tracking (CDRL A001). The contractor shall utilize government resources (such as a SharePoint) to manage and provide business operations deliverables to the sponsor and respective sub-IPT leads and stakeholders.

b. The contractor shall identify, lead, facilitate and participate in business process improvement and cost-saving initiatives. The contractor shall adhere to government Standard Operation Procedures and support the IPT in SOP reviews, support process training and organizational structure initiatives, and continuously utilize the Government Command Operating Guide (COG) to access process changes and assist the IPT in adhering to those changes. The contractor shall review and provide recommendations of current and planned operational business processes to ensure successful operations of the business solutions (CDRL A001).

c. The contractor shall support strategic planning and analyses, and strategic communications to internal and external stakeholders in order to achieve the mission, vision, goals and objectives of the IPT. This support shall include developing communications plans, data analysis of various metrics captured for the IPT, data calls, meeting minutes, action items, on/off-boarding support (common access card (CAC) and badge processing) for team members (CDRL A002).

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d. The contractor shall identify and implement appropriate communication mechanisms and associated processes to collect, analyze and respond to feedback and disseminate information amongst IPT stakeholders.

3.1.4 Independent Studies or Analysis (BCAs & RCAs)

a. The contractor shall conduct economic, business case analyses (BCAs), root cause analysis (RCA), and other such independent studies or analyses, as required by the E2S2 SP and IPTs (CDRL A002).

b. The contractor shall analyze baseline capabilities and alternative technologies and tools, identify risks, conduct comparative cost analyses, and evaluate business and technology trends in support of independent studies or analysis, as required by the SP and IPTs (CDRL A002).

c. The task order shall provide support to SP, IPT, and Project leads to gather data needed for IT technical elements of the IPT in order to facilitate and gain insight to programmatic deliverables (i.e., participation in technical reviews, configuration change boards (CCBs), Engineering Change Requests (ECRs)). The contractor shall support creation of Plan of Actions and Milestones (POA&Ms) to document the IPTs Life Cycle Management (LCM) plans and strategy IAW SSC Atlantic sponsor requests and the SSC Atlantic project management joint framework and project management lifecycle support artifacts. The contractor shall prepare or review draft and final documentation in support of the system re-engineering life cycle. The contractor shall provide PM support (agenda, briefs, minutes, and action items) (CDRL A001) to the following types of system design reviews, including meetings and working groups:

- a. System Requirements Review
- b. System Design Review
- c. Preliminary Design Review
- d. Critical Design Review
- e. Product Validation Review
- f. System Validation Review

3.1.5 The contractor shall assess issues and requirements raised by regulations and guidance documents and their impact to project performance. The contractor shall support data calls, project analyses and programmatic documentation requirements in support of the IPT's current and future business operations. The contractor shall assist in the development of presentation materials to be used in program/project events, briefings, meetings, lectures and speeches. The contractor shall attend, prepare, provide inputs, and participate in project/program-related meetings and reviews. The contractor shall prepare various program related documentation such as draft agendas, status reports, meeting minutes, white papers/point papers, attendance lists, action item lists, and recommendations in support of program/project reviews, as required (CDRL A001).

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3.1.6 The contractor shall provide Risk Management support utilizing the SSC Atlantic Command Tool Risk Exchange to identify, analyze, categorize, and prioritize risks for the IPT. The contractor shall assist in preparing mitigation plans with sub-IPT lead and technical SMEs input as well as manage elevation of risk through all levels of escalation. The contractor shall assist IPT Lead in developing, maintaining, and executing risk management plans; monitor compliance with DoD risk management process requirements (CDRL A001).

3.1.7 The contractor shall provide support on the design and use of virtual networking using cloud services, which include providing guidance on configurations, IP addressing, network address translation rules, access control list's, virtual private networks, and direct connect and security groups with respect to cloud services. The contractor shall assist in a cloud essentials workshop on general best practices for architecting on GovCloud (US) and DoD Impact Level 4 Services, which include general best practices applicable to the Customer's identified use case(s) on cloud services. The contractor shall provide support to investigate applications and utilities to provide the customer/organization with the capability to transfer large amounts of data to the cloud in an expeditious and efficient manner. The contractor shall provide guidance and training to support cloud migration and implementation. Services may be performed onsite in Charleston, SC or remote (CDRL A002).

4.0 INFORMATION TECHNOLOGY (IT) SERVICES REQUIREMENTS

4.1 INFORMATION TECHNOLOGY (IT) GENERAL REQUIREMENTS

The contractor shall be responsible for the following:

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

4.1.2 Follow DoDI 8510.01 of 12 Mar 2014 when deploying, integrating, and implementing IT capabilities.

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

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

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4.1.5 Follow SECNAVINST 5239.3B of 17 June 2009 & DoDI 8510.01 of 12 Mar 2014 prior to integration and implementation of IT solutions or systems.

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

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

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

4.2.1 DoN Enterprise Licensing Agreement/DoD Enterprise Software Initiative Program

Pursuant to DoN Memorandum – Mandatory use of DoN Enterprise Licensing Agreement (ELA) dtd 22 Feb 12, contractors that are authorized to use Government supply sources per FAR 51.101 shall verify if the product is attainable through DoN ELAs and if so, procure that item in accordance with appropriate ELA procedures. If an item is not attainable through the DoN ELA program, contractors shall then utilize DoD Enterprise Software Initiative (ESI) program (see Defense Federal Acquisition Regulation Supplement (DFARS) 208.74) and government-wide SmartBuy program (see DoD memo dtd 22 Dec 05). The contractor shall ensure any items purchased outside these programs have the required approved waivers as applicable to the program.

4.2.2 DoN Application and Database Management System (DADMS)

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

4.3 Section 508 Compliance

The contractor shall ensure that all software recommended, procured, and developed is compliant with Section 508 of the Rehabilitation Act of 1973, 26 CFR Part 1194 and pursuant to SPAWARINST 5721.1B of 17 Nov 2009. In accordance with FAR 39.204, this requirement does not apply to contractor acquired software that is incidental to the task, software procured/developed to support a program or system designated as a National Security System (NSS) or if the product is located in spaces frequented only by

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service personnel for maintenance, repair or occasional monitoring of equipment.

5.0 TASK ORDER ADMINISTRATION

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

5.1 TASK ORDER LIAISON

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

5.2 TASK ORDER MONITORING AND MAINTENANCE

The contractor shall have processes established in order to provide all necessary resources and documentation during various times throughout the day in order to facilitate a timely task order (TO) modification. To address urgent requirements, the contractor shall have processes established during business and non-business hours/days in order to provide all necessary documentation and resources to facilitate a timely TO modification.

5.2.1 Task Order Administration Documentation

Various types of task order administration documents are required throughout the life of this task order. The contractor shall provide the following documentation, unless otherwise specified:

5.2.1.1 Task Order Status Report (TOSR)

The contractor shall develop Task Order Status Reports (CDRL A004) and submit monthly. The prime shall be responsible for collecting, integrating, and reporting all subcontractor reports. The TOSR include the following variations of reports:

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

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

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

5.2.1.2 Task Order Closeout Report

The contractor shall develop a task order (TO) closeout report (CDRL A005) and submit it no later than 15 days before the TO completion date. The prime shall be responsible for collecting, integrating, and reporting all subcontracting information. See applicable DD Form 1423 for additional reporting details and distribution instructions.

5.2.1.3 Contractor Manpower Reporting

The following reporting is required for all DoD contracts acquiring services regardless if cost type or firm-fixed price contract:

(a) Enterprise-wide Contractor Manpower Reporting Application

Pursuant to NMCARS 5237.102-90, the contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the DoD via a secure data collection website – Enterprise-wide Contractor Manpower Reporting Application (eCMRA). Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;

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- (3) Y, Construction of Structures and Facilities;
- (4) S, Utilities ONLY;
- (5) V, Freight and Shipping ONLY.

The contractor shall completely fill-in all required data fields using the following web address: <https://doncmra.nmci.navy.mil/>.

Reporting inputs consists of labor hours executed during the contract/TO period of performance within each Government fiscal year (FY) which runs from October 1 through September 30. While inputs may be reported any time during the FY, the contractor shall report all data no later than October 31 of each calendar year. Contractors may direct questions to the help desk at <http://www.ecrma.mil/>.

5.2.1.4 Wide Area Work Flow (WAWF) Invoicing Notification and Support Documentation

Pursuant to DFARS clause 252.232-7003 and 252.232-7006 , the contractor shall submit payment requests and receiving reports using DoD Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) application (part of the WAWF) e-Business Suite) which is a secure government Web-based system for electronic invoicing, receipt, and acceptance. In accordance with clause 252.232-7006, the contractor shall provide e-mail notification to the COR when payment requests are submitted to the iRAPT/WAWF. The contractor shall include cost back-up documentation (e.g., delivery receipts, time sheets, & material/travel costs, etc.) to the invoice in iRAPT/WAWF. As requested, the contractor shall directly provide a soft copy of the invoice and any supporting invoice documentation (CDRL A006) directly to the COR within 24 hours of request to assist in validating the invoiced amount against the products/services provided during the billing cycle.

5.2.1.5 Labor Rate Limitation Notification

For all cost type, labor-hour service TO (not applicable for Simplified Acquisition Procedures (SAP) contracts or contracts/TOs that are wholly fix-priced), the contractors shall monitor the following labor rates as part of the monthly TO status report (Attachment 2) Personnel Listing. The contractor shall initiate required notification if specified threshold values are met. The ability of a contractor to monitor labor rates effectively shall be included in the task order Quality Assurance Surveillance Plan (QASP).

(a) Fully burden labor rates per person (subcontractor included) charged on task order – If the actual invoiced fully burden rate (inclusive of fee) of any individual in any labor category exceeds the threshold amount of [REDACTED] and the individual's rate was not disclosed in pre-award of the TO, the contractor shall send notice and rationale (CDRL A007) for the identified labor rate to the COR who will then send appropriate notification to the Ordering Officer. NOTE: Within one labor category, if the total collective estimated actual hours in any given period of performance are less than or equal to 200 labor hours, the labor category is excluded from the required CDRL notification regardless if an individual within that labor category exceeds the threshold.

(b) Average actual labor rates (total actual fully burdened labor costs “divided by” total number of hours

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performed) compared to average negotiated labor rates (total negotiated fully burdened labor costs “divided by” total number of hours negotiated) – If the average actual burdened labor rates exceeds the average proposed/negotiated rate by 20%, the contractor shall send notice and rationale (CDRL A007) for the rate variance to the COR who will then send appropriate notification to the Ordering Officer. Additionally, contractors shall notify the COR if variances exceed 20% for more than three consecutive months. Contractors shall annotate the variance percentage of monthly average actual labor rates versus average negotiated labor rates in the monthly TO status reports. No CDRL notification is required for labor categories if individuals within one labor category, collectively, are estimated to work equal to or less than 200 labor hours for any given period of performance (e.g., base year, option year 1, or option year 2) within a task order.

5.2.1.6 ODC Limitation Notification

Contractors shall monitor Other Direct Costs (ODCs) as part of the monthly TO status reports. For this monitoring purpose, ODCs shall include incidental material, travel, and other non-labor costs (excluding subcontracting and consultant labor cost) required in performance of the service. For any given period of performance, if the cumulative total cost of ODCs exceeds the awarded total cost of ODCs (regardless of any modifications to the awarded amount) by 10%, the contractor shall send notice and rationale (CDRL A007) for exceeding cost to the COR who will then send a memorandum signed by the PM (or equivalent) to the Contracting Officer documenting the reasons justifying the increase of ODC. The ability of a contractor to monitor ODCs shall be included in the task order Quality Assurance Surveillance Plan (QASP).

5.2.1.7 Limitation of Subcontracting

In accordance with FAR 52.219-14, limitation of subcontracting is applicable for TOs that have been wholly or partially set aside for small business or 8(a) concerns. The contractor shall develop and submit a Limitation of Subcontracting Report (LSR) (CDRL A008) every 3 months. See applicable DD Form 1423 for reporting details and distribution instructions. The labor cost provided should correspond to the cumulative monthly submitted invoices. The Government reserves the right to perform spot checks and request copies of any supporting documentation.

5.3 CONTRACT ORGANIZATIONAL CONFLICT OF INTEREST (OCI)

Due to the type of work performed, there is an organizational conflict of interest clause that is applicable to this TO.

5.4 EARNED VALUE MANAGEMENT (EVM)

In accordance with DoD policy, this task order does not require Earned Value Management (EVM) implementation due to cost of task order (base plus all options) does not exceed \$20M. In lieu of EVM, the contractor shall develop and maintain, a TO Funds Status Report (CDRL A003) to help track cost expenditures against performance.

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6.0 QUALITY

6.1 QUALITY SYSTEM

Upon TO award, the prime contractor shall have and maintain a quality assurance process that meets TO requirements and program objectives while ensuring customer satisfaction and defect-free products/process. The contractor shall have a sufficiently documented quality system which contains procedures, planning, and all other documentation and data necessary to provide an efficient and effective quality system based on a contractor's internal auditing system. Thirty (30) days after TO award, the contractor shall provide to the Government a copy of its Quality Assurance Plan (QAP) and any other quality related documents (CDRL A009) specified in the TO. The contractor shall make the quality system available to the Government for review at both a program and worksite services level during predetermined visits. Existing quality documents that meet the requirements of this TO may continue to be used. If any quality documentation is disapproved or requires revisions, the contractor shall correct the problem(s) and submit revised documentation NLT 2 weeks after initial disapproval notification. The contractor shall also require all subcontractors to possess a quality assurance and control program commensurate with the services and supplies to be provided as determined by the prime's internal audit system. The Government reserves the right to disapprove the contractor's and subcontractor's quality system or portions thereof when the quality system(s) fails to meet contractual requirements at either the program or worksite services level. The Government reserves the right to participate in the process improvement elements of the contractor's quality assurance plan and development of quality related documents. The contractor shall ensure their quality system meets the following key criteria:

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

6.2 QUALITY MANAGEMENT PROCESS COMPLIANCE

6.2.1 General

The contractor shall have processes in place that shall coincide with the Government's quality

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management processes. The contractor shall use best industry practices including, ISO/IEC 15288 for System life cycle processes and International Organization for Standardization (ISO)/ International Electro technical Commission (IEC) 12207 for Software life cycle processes. The contractor shall also support and participate in event-driven milestones and reviews as stated in the Defense Acquisition University's (DAU's) DoD Integrated Defense Acquisition, Technology, and Logistics Life Cycle Management System Chart which is incorporates multiple DoD directives and instructions – specifically DoDD 5000.01 and DoDI 5000.02. The contractor shall provide technical program and project management support that will mitigate the risks to successful program execution including employment of Lean Six Sigma methodologies in compliance with SPAWARSYSCEN Atlantic requirements and with the SSC Engineering Process Office (EPO) Capability Maturity Model Integration (CMMI) program. As part of a team, the contractor shall support projects at SPAWARSYSCEN Atlantic that are currently, or in the process of, being assessed under the SSC EPO CMMI program. The contractor shall be required to utilize the processes and procedures already established for the project and the SSC EPO CMMI program and deliver products that are compliant with the aforementioned processes and procedures. Although having a formal CMMI appraisal is desired, it is not required.

6.3 QUALITY ASSURANCE

The contractor shall perform all quality assurance process audits necessary in the performance of the various tasks as assigned and identified by the respective WBS, POA&M, or quality system, and the contractor shall deliver related quality plan/procedural documents upon request. The Government reserves the right to perform any additional audits deemed necessary to assure that the contractor processes and related services, documents, and material meet the prescribed requirements and to reject any or all processes or related services, documents, and material in a category when noncompliance is established.

6.4 QUALITY CONTROL

The contractor shall perform all quality control inspections necessary in the performance of the various tasks as assigned and identified by the respective WBS, POA&M, or quality system, and the contractor shall submit related quality objective evidence upon request. Quality objective evidence (CDRL A009) shall include any of the following as applicable:

Detailed incoming receipt inspection records

First article inspection records

Certificates of Conformance

Detailed sampling inspection records based upon MIL-STD-1916 (Verification Level III)

Quality Measurement and Analysis metrics/data

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

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nonconformance is established.

6.5 QUALITY MANAGEMENT DOCUMENTATION

In support of the TO's Quality Assurance Surveillance Plan (QASP) and Contractor Performance Assessment Reporting System (CPARS), the contractor shall provide the following documents: Cost and Schedule Milestone Plan/Plan of Action and Milestones (POA&M) (CDRL A010) submitted 10 days after Task Order award, and Contractor CPARS Draft Approval Document (CDAD) Report (CDRL A011) submitted monthly.

7.0 DOCUMENTATION AND DELIVERABLES

7.1 CONTRACT DATA REQUIREMENT LISTINGS (CDRLs)

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

CDRL #	Description	PWS	Frequency	Date Due	Security
		Ref. Para.			Classification
A001	Program Management Reports, General	3.0, 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.5, 3.1.6	AS REQ IAW IMS & POA&M	IAW IMS & POA&M	Unclassified
A002	Technical/Analysis Reports, General	3.0, 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.7	ASREQ IAW IMS & POA&M	IAW IMS & POA&M	Unclassified
A003	Contract Funds Status Report (CFSR)	5.4	MTHLY	Monthly on the 10th	Unclassified
A004	Task Order Status Report (TOSR)	5.2.1.1, 8.1.2, 11.2.5.2	MTHLY	30 DATO and monthly on the 10 th	Unclassified

CDRL #	Description	PWS Ref. Para.	Frequency	Date Due	Security Classification
A005	Task Order Closeout Report	5.2.1.2, 11.5	1TIME	NLT 15 days after completion date	Unclassified
A006	Invoice Support Documentation	5.2.1.4	ASREQ	Within 24 hrs from request	Unclassified
A007	Limitation Notification & Rationale	5.2.1.5 (a)(b), 5.2.1.6	ASREQ	Within 24 hrs from request	Unclassified
A008	Limitation of Subcontracting Report (LSR)	5.2.1.7	QRTLY	NLT 105 DATO and every third month on the 10th	Unclassified
A009	Quality Documentation	6.1, 6.4	MTHLY	Within 24 hrs from request	Unclassified
A010	Cost and Schedule Milestone Plan/ Plan of Action and Milestones (POA&M)	6.5	One time with revisions (ONE/R)	NLT 10 DATO; revision NLT 7 days after receipt of govt review	Unclassified
A011	Contractor CPARS Draft Approval Document (CDAD) Report	6.5	MTHLY	30 DATO and monthly on the 10 th	Unclassified

7.2 ELECTRONIC FORMAT

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

	Deliverable	Software to be used
a.	Word Processing	Microsoft Word
b.	Technical Publishing	PageMaker/Interleaf/SGML/ MSPublisher
c.	Spreadsheet/Graphics	Microsoft Excel

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

7.3 INFORMATION SYSTEM

7.3.1 Electronic Communication

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

7.3.2 Information Security

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

7.3.2.1 Safeguards

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

(a) Do not process DoD information on public computers (e.g., those available for use by the general public in kiosks or hotel business centers) or computers that do not have access control.

(b) Protect information by at least one physical or electronic barrier (e.g., locked container or room, login and password) when not under direct individual control.

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(c) Sanitize media (e.g., overwrite) before external release or disposal.

(d) Encrypt all information that has been identified as controlled unclassified information (CUI) when it is stored on mobile computing devices such as laptops and personal digital assistants, or removable storage media such as portable hard drives and digital optical disks, using DoD Authorized Data-at-Rest encryption technology. NOTE: Thumb drives are not authorized for DoD work, storage, or transfer. Use General Services Administration (GSA) Awarded data at rest (DAR) solutions (GSA # 10359) complying with ASD-NII/DOD-CIO Memorandum, "Encryption of Sensitive Unclassified Data-at-Rest on Mobile Computing Devices and Removable Storage." The contractor shall ensure all solutions meet FIPS 140-2 compliance requirements.

(e) Limit information transfer to subcontractors or teaming partners with a need to know and a commitment to at least the same level of protection.

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

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

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

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

1. Current and regularly updated malware protection services, e.g., anti-virus, anti-spyware.

2. Monitoring and control of inbound and outbound network traffic as appropriate (e.g., at the external boundary, sub-networks, individual hosts) including blocking unauthorized ingress, egress, and exfiltration through technologies such as firewalls and router policies, intrusion prevention or detection services, and

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host-based security services.

3. Prompt application of security-relevant software patches, service packs, and hot fixes.

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

(k) Report loss or unauthorized disclosure of information in accordance with TO or agreement requirements and mechanisms.

7.3.2.2 Compliance

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

8.0 SECURITY

8.1 ORGANIZATION

8.1.1 Security Classification

All work performed under this TO is “Unclassified.” A facility security clearance level (FCL) is not required; therefore, no DoD Contract Security Classification Specification, DD Form 254, exist. Pursuant to DoDM 5200.01 – Volume 4, Controlled Unclassified Information, the contractor shall safeguard any sensitive government information.

8.1.2 Security Officer

The contractor shall appoint a Facility Security Officer (FSO) to support those contractor personnel requiring access to government facility/installation and access to information technology systems under this TO. The FSO is key management personnel who is the contractor’s main POC for security issues.

The FSO shall be responsible for tracking the security requirements for all personnel (subcontractors included) utilized on TO. Responsibilities include entering and updating the personnel security related and mandatory training information within the Staffing Plan document, which is (Attachment 3) Staffing Plan (CDRL A004).

8.2 PERSONNEL

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

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

8.2.1 Access Control of Contractor Personnel

8.2.1.1 Physical Access to Government Facilities and Installations

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

(a) The majority of government facilities require contractor personnel to have an approved visit request on file at the facility/installation security office prior to access. The Contractor shall initiate and submit a request for visit authorization to the COR in accordance with DoD 5220.22-M (NISPOM) not later than one (1) week prior to visit – timeframes may vary at each facility/ installation. For admission to SPAWARSYSCEN Atlantic facilities/installations, the contractor shall forward a visit request to Joint Personnel Adjudication System (JPAS) /SMO 652366; faxed to 843-218-4045 or mailed to Space and Naval Warfare Systems Center Atlantic, P.O. Box 190022, North Charleston, SC 29419-9022, Attn: Security Office, for certification of need to know by the specified COR. For visitation to all other govt. locations, the contractor shall forward visit request documentation directly to the on-site facility/installation security office via approval by the COR.

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

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

8.2.1.2 Identification and Disclosure Requirements

Pursuant to DFARS Subpart 211.106, Contractors shall take all means necessary to not represent themselves as government employees. All Contractor personnel shall follow the identification and disclosure requirement as specified in clause 5252.237-9602. In addition, contractor and subcontractors shall identify themselves and their company name on attendance meeting list/minutes, documentation reviews, and their electronic digital signature.

8.2.1.3 Government Badge Requirements

As specified in clause 5252.204-9202, some TO personnel shall require a government issued picture badge. While on government installations/facilities, contractors shall abide by each site's security badge requirements. Various government installations are continually updating their security requirements to meet Homeland Security Presidential Directive (HSPD-12) identification standards. Contractors are responsible for obtaining and complying with the latest security identification requirements for their personnel as required. Contractors shall submit valid paper work (e.g., site visit request, request for picture badge, and SF-86 for Common Access Card (CAC)) to the applicable government security office via the TO COR. The contractor's appointed Security Officer shall track all personnel holding local government badges.

8.2.1.4 Common Access Card (CAC) Requirements

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

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

1. eligibility for a CAC – to be eligible for a CAC, Contractor personnel's access requirement shall meet one of the following three criteria: (a) individual requires access to multiple DoD facilities or access to multiple non-DoD Federal facilities on behalf of the Government on a recurring bases for a period of 6 months or more, (b) individual requires both access to a DoD facility and access to DoD network on site or remotely, or (c) individual requires remote access to DoD networks that use only the CAC logon for user identification.
2. verification of DoD affiliation from an authoritative data source – CAC eligible personnel must be registered in the Defense Enrollment Eligibility Reporting Systems (DEERS) through either an

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authoritative personnel data feed from the appropriate Service or Agency or Trusted Associated Sponsorship System (TASS) (formally Contractor Verification System (CVS)).

3. completion of background vetting requirements according to FIPS PUB 201-2 and DoD Regulation 5200.2-R – at a minimum, the completion of Federal Bureau of Investigation (FBI) fingerprint check with favorable results and submission of a National Agency Check and Inquiries (NACI) investigation to the Office of Personnel Management (OPM), or a DoD-determined equivalent investigation. NOTE: Contractor personnel requiring logical access shall be required to obtain and maintain a favorable National Agency Check with Law and Credit (NACLC) investigation. Contractor personnel shall contact the SPAWARSSYSCEN Atlantic Security Office to obtain the latest CAC requirements and procedures.

4. verification of a claimed identity – all contractor personnel shall present two forms of identification in its original form to verify a claimed identity. The identity source documents must come from the list of acceptable documents included in Form I-9, OMB No. 115-0136, Employment Eligibility Verification. Consistent with applicable law, at least one document from the Form I-9 list shall be a valid (unexpired) State or Federal Government-issued picture identification (ID). The identity documents will be inspected for authenticity, scanned, and stored in the DEERS.

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

1. For annual DoD Cybersecurity/IA Awareness training, contractors shall use this site: <https://twms.nmci.navy.mil/>. For those contractors requiring initial training and do not have a CAC, contact the SPAWARSSYSCEN Atlantic IAM office at phone number (843)218-6152 or email questions to ssc_lant_iam_office.fcm@navy.mil for additional instructions. Training can be taken at the IAM office or online at <http://iase.disa.mil/index2.html>.

2. For SAAR-N form, the TO shall use OPNAV 5239/14 (Rev 9/2011). Contractors can obtain a form from the SPAWARSSYSCEN Atlantic IAM office at or from the website: <https://navalforms.documentservices.dla.mil/>. Digitally signed forms shall be routed to the IAM office via encrypted email to ssclant_it_secmtg@navy.mil.

8.2.1.5 Contractor Check-in and Check-out Procedures

All SPAWARSSYSCEN Atlantic contractor personnel requiring or possessing a government badge and CAC for facility and IT access shall have a SPAWARSSYSCEN Atlantic government sponsor and be in compliance with the most current version of Contractor Check-in and Check-out Instruction and Forms as posted on the Command Operating Guide (COG) website. At TO award throughout TO completion, the contractor shall provide necessary employee information and documentation for employees hired,

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transferred, and terminated in support of this TO within the required timeframe as cited in the Check-in and Check-out instructions. Contractor's Security Officer shall ensure all contractor employees whose services are no longer required on TO return all applicable government documents/badges to the appropriate government representative. NOTE: If the contractor does not have access to the SSC Atlantic COG website, the contractor shall get all necessary Instruction and Forms from the COR.

8.2.2 IT Position Categories

In accordance with DoDI 8500.01, DoD 8570.01, SECNAVINST 5510.30, SECNAV M-5239.2, and applicable to unclassified DoD information systems, a designator is assigned to certain individuals that indicates the level of IT access required to execute the responsibilities of the position based on the potential for an individual assigned to the position to adversely impact DoD missions or functions. As defined in DoDM 5200.02, SECNAVINST 5510.30 and SECNAV M-5510.30, three basic DoN IT levels/Position categories exist:

IT-I (Privileged access)

IT-II (Limited Privileged, sensitive information)

IT-III (Non-Privileged, no sensitive information)

Note: The term IT Position is synonymous with the older term Automated Data Processing (ADP) Position (as used in DoDM 5200.02).

Investigative requirements for each category vary, depending on the role and whether the individual is a U.S. civilian contractor or a foreign national. The Contractor PM shall assist the Government COR in determining the appropriate IT Position Category assignment for all contractor personnel. All required Single-Scope Background Investigation (SSBI), SSBI Periodic Reinvestigation (SSBI-PR), and National Agency Check (NAC) adjudication shall be performed in accordance with DoDI 8500.01 and SECNAVINST 5510.30. Requests for investigation of contractor personnel for fitness determinations or IT eligibility without classified access are submitted by SPAWARSYSCEN Atlantic Security Office, processed by the OPM, and adjudicated by DOD Central Adjudicative Facility (CAF). IT Position Categories are determined based on the following criteria:

8.2.2.1 IT-I Level (Privileged) - Positions in which the incumbent is responsible for the planning, direction, and implementation of a computer security program; major responsibility for the direction, planning and design of a computer system, including the hardware and software; or, can access a system during the operation or maintenance in such a way, and with a relatively high risk for causing grave damage, or realize a significant personal gain. Personnel whose duties meet the criteria for IT-I Position designation require a favorably adjudication of Single Scope Background Investigation (SSBI) or SSBI-PR. The SSBI or SSBI-PR is updated a minimum of every 5 years. Assignment to designated IT-I positions requires U.S. citizenship unless a waiver request is approved by Chief of Naval Operations (CNO).

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8.2.2.2 IT-II Level (Limited Privileged) - Positions in which the incumbent is responsible for the-direction, planning, design, operation, or maintenance of a computer system, and whose work is technically reviewed by a higher authority at the IT-II Position level to insure the integrity of the system. Personnel whose duties meet the criteria for an IT-II Position require a favorably adjudication of a Position of Trust National Agency Check with Law and Credit (PT/NACLC). Assignment to designated IT-II positions requires U.S. citizenship unless a waiver request is approved by CNO.

8.2.2.3 IT-III Level (Non-privileged) - All other positions involved in computer activities. Incumbent in this position has non-privileged access to one or more DoD information systems/applications or database to which they are authorized access. Personnel whose duties meet the criteria for an IT-III Position designation require a favorably adjudication of a Position of Trust National Agency Check with Written Inquiries (PT/NACI).

8.2.3 Security Training

Regardless of the TO security level required, the contractor shall be responsible for verifying applicable personnel (including subcontractors) receive all required training. At a minimum, the contractor's designated Security Officer shall track the following information: security clearance information, dates possessing Common Access Cards, issued & expired dates for Law and Credit Atlantic Badge, Cybersecurity training, Privacy Act training, Personally Identifiable Information (PII) training, and Cyber Security Workforce (CSWF) certifications.

8.2.4 Disclosure of Information

In support of DFARS Clause 252.204-7000, contractor employees shall not discuss or disclose any information provided to them in the performance of their duties to parties other than authorized Government and contractor personnel who have a "need to know". The contractor shall not use any information or documentation developed by the contractor under direction of the government for other purposes without the consent of the government Contracting Officer.

8.2.5 Handling of Personally Identifiable Information (PII)

When a contractor, including any subcontractor, is authorized access to Personally Identifiable Information (PII), the contractor shall complete annual PII training requirements and comply with all privacy protections under the Privacy Act (Clause 52.224-1 and 52.224-2). The contractor shall safeguard PII from theft, loss, and compromise. The contractor shall transmit and dispose of PII in accordance with the latest DON policies. The contractor shall not store any government PII on their personal computers. The contractor shall mark all developed documentation containing PII information accordingly in either the header or footer of the document: "for official use only (FOUO) – Privacy Sensitive. Any misuse or unauthorized disclosure may result in both criminal and civil penalties." Any unauthorized disclosure of privacy sensitive information through negligence or misconduct can lead to contractor removal or TO termination depending on the severity of the disclosure. Upon discovery of a PII breach, the contractor shall immediately notify the Contracting Officer and COR. Contractors responsible for the unauthorized disclosure of PII shall be held accountable for any costs associated with breach mitigation, including those incurred as a result of having to notify personnel.

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8.3 OPERATIONS SECURITY (OPSEC) REQUIREMENTS

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

8.3.1 Local and Internal OPSEC Requirement

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

8.3.2 OPSEC Training

Contractor shall track and ensure applicable personnel receive initial and annual OPSEC awareness training. Training may be provided by the government or a contractor’s OPSEC Manager. Contractor training shall cover OPSEC as it relates to TO work, discuss the Critical Information applicable in the TO, and review OPSEC requirements if working at a government facilities. The contractor shall ensure any training materials developed by the contractor shall be reviewed by the SPAWARSYSCEN Atlantic OPSEC Officer, who will ensure it is consistent with SPAWARSYSCEN Atlantic OPSEC policies. OPSEC training requirements are applicable for personnel during their entire term supporting SSC Atlantic TOs.

8.3.3 SPAWARSYSCEN Atlantic OPSEC Program

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

8.4 DATA HANDLING AND USER CONTROLS

8.4.1 Data Handling

The contractor shall handle all data received or generated under this TO as For Official Use Only (FOUO) material.

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8.4.2 Effective Use of Controls

The contractor shall screen all electronic deliverables or electronically provided information for malicious code using DoD approved anti-virus software prior to delivery to the Government. The contractor shall utilize appropriate controls (firewalls, password protection, encryption, digital certificates, etc) at all times to protect TO related information processed, stored or transmitted on the contractor's and Government's computers/servers to ensure confidentiality, integrity, availability, authentication and non-repudiation. This includes ensuring that provisions are in place that will safeguard all aspects of information operations pertaining to this TO in compliance with all applicable PWS references. In compliance with Para 7.3.2.1, the contractor shall ensure Data-at-Rest, is required on all portable electronic devices including storage of all types. Encryption/digital signing of communications is required for authentication and non-repudiation.

9.0 GOVERNMENT FACILITIES

Government facilities (i.e., office space, computer hardware/software, or lab space) will be provided to those labor categories that would otherwise adversely affect the work performance if they were not available on-site. All Contractor personnel with supplied government facilities shall be located at SPAWARSCEN Atlantic in Charleston, SC and MARCORSYSCOM Stafford/Quantico VA. *Note: The burdened labor rate for those contractor personnel designated as "government site" shall include overhead costs allocable to government site work, consistent with the contractor's established accounting practices.* Contractor personnel shall take all necessary training required due to working space being located within a government facility; at a minimum, active shooter training is required.

10.0 CONTRACTOR FACILITIES

A significant portion of this task order requires close liaison with the government. The proposed facility must meet the following requirements:

- (1) The facility must be located within a ten (10) mile radius of SPAWARSCEN Atlantic (Joint Base Charleston, Naval Weapons Station Gate 4).
- (2) The facility must include physical security to protect government assets; and shall be available to perform work requirements no later than 30 calendar days after award.
- (3) The facility shall include offices and a conference room capable of seating (25).
- (4) The facility shall be approximately 3,500 square feet in size to support the task.

11.0 TASK ORDER PROPERTY ADMINISTRATION

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11.1 PROPERTY TYPES

Contract property is either intangible (i.e., intellectual property and software IAW Federal Acquisition Regulations (FAR) Part 27) or tangible (i.e., government property IAW FAR Part 45). The contractor shall have established property management procedures and an appropriate property management point of contact who shall work with the assigned Government Property Administrator (PA) to ensure their property management system is acceptable. This TO will have the following property in support of the tasking requirements in PWS Para 3.0.

11.1.1 Intangible Property – Intellectual/Software

11.1.1.1 Government Furnished Information (GFI)

Intellectual property includes Government Furnished Information (GFI) which includes manuals, drawings, and test data that is provided to contractor for performance of a contract. Depending on information contained in a document, the contractor shall comply with additional controls for access and distribution (e.g., technical specifications, maps, buildings designs, schedules, etc.). No GFI is to be utilized on this task order.

11.1.2 Tangible Property – Government Property (GP)

As defined in FAR Part 45, Government Property (GP) is property owned or leased by the Government which includes material, equipment, special tooling, special test equipment, and real property. Government Property used on TO includes both Government Furnished Property (GFP) and Contractor Acquired Property (CAP) but does not include intellectual property (such as, GFI) and software.

11.1.2.1 Government Furnished Property (GFP)

As defined in FAR Part 45, GFP is property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. GFP includes, but is not limited to, spares and property furnished for repairs, maintenance, overhaul, or modification.

In accordance with DFARS PGI 245.103-70, furnishing Government Property on this task order is authorized. The contractor shall utilize Government Property in accordance with FAR clause 52.245-1 and 52.245-9. The contractor shall have the means to provide an effective and efficient stewardship of Government Property. The following types of GFP are applicable on this task order:

(a). Government Furnished Equipment (GFE) – Property, Plant and Equipment (PP&E) which are tangible items that are functionally complete for their intended purpose, durable, nonexpendable, and needed for the performance of a contract. Equipment is not intended for sale and does not ordinarily lose its identity or become a component part of another article when put into use. Equipment does not include material, real property, special test equipment or special tooling. GFE will be provided on this task order as identified on the Consolidated Government Furnished Property form **Attachment 1**.

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(b). Government Furnished Material (GFM) - No GFM will be provided on this TO.

(c). Special Test Equipment (STE) - No STE will be provided on this TO.

(d). Special Tooling (ST) - No ST will be provided on this TO.

11.1.2.2 Contractor Acquired Property (CAP)

As defined in FAR Part 45, CAP is property acquired, fabricated, or otherwise provided by the contractor for performing a TO and to which the Government has title but has not yet performed receipt and acceptance. CAP consists of Contractor Acquired Equipment (CAE), Contractor Acquired Material (CAM), Special Tooling (ST), and Special Test Equipment (STE). No CAP is anticipated to be required on this task order.

11.2 GOVERNMENT PROPERTY TRACKING AND MANAGEMENT

11.2.1 Contractor Property Management System

Pursuant to FAR clause 52.245-1 and DFARS clause 252.245-7003, the contractor shall establish and maintain an acceptable property management system that is subject to review and approval by the C Contracting Officer and TO Government Property Administrator. The contractor's property management system shall adhere to the applicable prescribed requirements in FAR clause 52.245-1 and include the required data elements in DFARS clause 252.211-7007. The contractor shall ensure GFP in the possession of a subcontractor shall also be reported using the required data elements cited in DFARS clause 252.211-7007.

11.2.2 Government Property Administrator

In accordance with FAR 42.201, the TO property administrator under this TO is designated as Defense Contract Management Agency (DCMA). The contractor shall work with the designated TO property administrator to ensure compliance with the contract's property requirements.

11.2.3 Property Transfer between Government and Contractors

Contractors shall not take receipt or transfer custody of any Government Property without possessing proper contractual authority; i.e.; item specifically is identified as GFP at the basic TO level on a Consolidated Government Furnished Property form. The contractor shall ensure compliance with the GFP reporting requirements in DFARS clause 252.211-7007. The primary and preferred means to do this is via electronic transfer transaction reporting in Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT), an application within WAWF. This will automatically transmit the GFP custody data to the GFP Repository in the Item Unique Identification (IUID) Registry. For non-serially managed GFP items, only

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the initial receipt shall be reported. For serially-managed GFP items, all subsequent transactions affecting GFP custody shall also be reported.

Note: In accordance with local management specifications, the contractor shall ensure transfer of property occurs with proper paperwork; e.g., Requisition and Invoice/Shipping Document (DD1149) or communications security (COMSEC) Material Report (SF153).

11.2.4 GFP Tagging, Labeling and Marking

Pursuant to DFARS clause 252.245-7001, contractor shall tag, label, or mark all serially managed GFP items not previously tagged, labeled, or marked. This clause does not specifically refer to IUID tags, labels or marks.

11.2.5 Government Property Records

Pursuant to FAR clause 52.245-1, contractors and any subcontractors if applicable shall be responsible for establishing and maintaining records of Government Property in their possession – this includes GFP and CAP. The contractor shall ensure GFP and CAP records contain, at a minimum, the data elements as described in FAR clause 52.245-1 and that GFP records also contain the data elements specified in DFARS clause 252.211-7007.

11.2.5.1 For GFP only, the contractor shall ensure that all GFP designated as Special Tooling (ST) and Special Test Equipment (STE) are identified as such in the Contractor's Property Management System. The contractor shall work with the COR and designated TO Property Administrator to maintain adequate GFP records. The contractor shall forward the GFP inventory to SPAWARSYSCEN Atlantic functional mailbox for review, tracking, and centralization which is required as part of the monthly contract/TO status report (CDRL A004).

11.2.5.2 For NMCI assets that are assigned to a contractor and removed from a government facility, the contractor employee shall possess at all times a Property Pass (OF-7) with each NMCI asset that will be authorized and signed by the COR or other authorized government personnel. Although NMCI assets are not currently tracked as GFP, the contractor shall separately track and report all NMCI assets assigned to all contractor employees for use on this contract/TO. For reporting purposes, the contractor shall include a copy of the NMCI asset list (separate from the GFP inventory list) in the contract/TO status report (CDRL A004).

11.2.5.3 For all GFP items including laptops (required to be identified on the applicable contract/TO CGFP form) removed from a government facility, the contractor employee shall possess at all times a government signed copy of the DD1149 specifying TO and applicable TO number, company name, model number, and serial number of the computer. For GFP laptops assigned to contractor employees, in addition to the signed DD1149, a contractor-generated property pass with the employee's name may be attached to validate possession in accordance with applicable company internal procedures.

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11.3 GOVERNMENT PROPERTY TRANSFERRING ACCOUNTABILITY

GFP cannot be transferred between contracts or task orders unless approval is obtained from the Contracting Officer, proper identification/tracking is maintained, and modifications are issued to both affected contracts/task orders. CAP cannot be transferred. If CAP is required to be utilized on a TO than the one that funded its acquisition, it must first be returned to the Government. Once received and accepted by the Government, it can be provided as GFP on the same or another contract.

11.4 GOVERNMENT PROPERTY LOST OR DAMAGED ITEMS

Contractor shall promptly report to the COR and Contracting Officer all lost and damaged Government Property. The requirements and procedures for reporting loss Government Property are specified in DFARS clause 252.245-7002.

11.5 GOVERNMENT PROPERTY INVENTORY DISPOSITION

When disposition instructions for GFP are contained in the accountable TO or on the supporting shipping documents (DD Form 1149), the Contractor shall initiate and submit an excess inventory listing to the Procuring Contracting Officer (PCO), via the activity Property Administrator.

Pursuant to DFARS clause 252.245-7004, when disposition instructions are not stipulated in the TO or supporting shipping document (DD Form 1149), an excess inventory listing is required that identifies GFP and, under cost reimbursement contracts, CAP. The contractor shall submit the list to the COR and PCO, via the activity Property Administrator, at which time disposition instructions will be provided by the government.

When GFP and CAP are specific to a single task order, the contractor shall include a final inventory reporting list in the TO Closeout Report (CDRL A005). At the time of the Contractor's regular annual inventory, the Contractor shall provide the PCO, via the assigned Property Administrator, a copy of the physical inventory listing. All contractor personnel shall be responsible for following the company's internal inventory management procedures and correcting any problems noted by the Government property administrator.

11.6 GOVERNMENT PROPERTY PERFORMANCE EVALUATION

Non-compliance with the contract's Government Property terms and conditions will negatively affect the contractor's annual Contractor Performance Assessment Reporting System (CPARS) rating.

12.0 SAFETY ISSUES

12.1 Occupational Safety and Health Requirements

The contractor shall be responsible for ensuring the safety of all company employees, other working personnel, and Government property. The contractor is solely responsible for compliance with the Occupational Safety and Health Act (OSHA) (Public Law 91-596) and the resulting applicable standards, OSHA Standard 29 CFR 1910 (general), 1915 (shipboard/submarine) and 1926 (shore), and for the protection, safety and health of their employees and any subcontractors assigned to the respective task orders under this TO. Without government assistance, the contractor shall make certain that all safety requirements are met, safety equipment is provided, and safety procedures are documented as part of their quality management system.

12.1.1 Performance at government facilities

The contractor shall immediately report any accidents involving government or contractor personnel injuries or property/equipment damage to the contracting officer and COR. Additionally, the contractor is responsible for securing the scene and impounding evidence/wreckage until released by the contracting officer.

13.0 TRAVEL

13.1 LOCATIONS

For planning purposes, the contractor shall provide adequate personnel to support the travel requirements listed below. Travel outside the local region is anticipated and will include USMC bases CONUS. Any authorized CONUS travel will be reimbursed in accordance with the latest Joint Travel Regulations (JTR) for DoD Civilian Personnel. The travel estimates are the same for the base year and all options.

Origin	Destination	# of Trips	# of Travelers	Days	Nights
FUNDING #1					
9000,9100,9200, 9300,9400					
Charleston, SC	Stafford, VA	2	1	5	4
Charleston ,SC	Quantico, VA	1	2	5	4
Charleston, SC	Mechanicsburg, PA	2	1	5	4
Charleston, SC	Camp Lejeune, NC	2	1	5	4
Charleston, SC	Camp Pendleton, CA	3	1	5	4
Charleston, SC	Honolulu, HI	2	1	7	6

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Charleston, SC	Kansas City, Kansas	4	1	5	4
Charleston, SC	29 Palms, CA	2	1	5	4
FUNDING #2 9001,9101,9201, 9301,9401					
Charleston, SC	Stafford, VA	2	1	5	4
Charleston, SC	Quantico, VA	1	2	5	4
Charleston, SC	Camp Lejeune, NC	2	1	5	4
Charleston, SC	Camp Pendleton, CA	2	1	5	4
Charleston, SC	Kansas City, Kansas	2	1	5	4
FUNDING #3 9002,9102,9202, 9302,9402					
Charleston, SC	Stafford, VA	1	1	5	4
Charleston, SC	Quantico, VA	1	2	5	4
Charleston, SC	Camp Lejeune, NC	1	1	5	4
Charleston, SC	Camp Pendleton, CA	1	1	5	4
Charleston, SC	Kansas City, Kansas	1	1	5	4
FUNDING #4 9003,9103,9203, 9303,9403					
Charleston, SC	Fort Bragg, NC	1	1	5	4
Charleston, SC	Tampa, FL	3	1	5	4

14.0 COR DESIGNATION

The COR for this task order is Bruce Deary, code 61500 who can be reached at (843) 218-2308; e-mail: bruce.deary@navy.mil.

15.0 TRANSPORTATION OF EQUIPMENT/MATERIAL

No transportation of equipment/material is required by the contractor on this Task Order.

16.0 ACCEPTANCE PLAN

Inspection and acceptance is performed by the COR on all services, data, and non-data deliverables in accordance with the Quality Assurance Surveillance Plan (QASP).

17.0 OTHER CONDITIONS/REQUIREMENTS

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17.1 TRANSITIONAL PLAN

To minimize any decreases in productivity and to prevent possible negative impacts on additional services, the contractor shall have personnel on board, during the (30) day transitional periods. During the initial transitional period, the Contractor shall become familiar with performance requirements in order to commence full performance of services within 30 days from the TO start date.

17.2 EXTENDED HOURS

The contractor shall provide resources to work during normal working hours: Monday through Friday 7:30 A.M through 4:00 P.M. However, due to operational requirements, schedules, and the availability of required resources and downtime of those resources, the contractor shall be able to support extended hours including weekend work or on-call support may be required. If extended hours are required, it must be requested by the COR and approved by the contracting officer prior to performing the work. If after hours troubleshooting occurs, the contractor must obtain approval from the contracting officer within 48 hours.

17.3 FUNDING ALLOCATION

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

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

- a) Personnel assigned to or utilized by the contractor in the performance of this TO shall, at a minimum, meet the experience, educational, or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner.
- b) The Government shall be able to review resumes of contractor personnel.
- c) If the Ordering Officer questions the qualifications or competence of any persons performing under the contract, the burden of proof to sustain that the persons is qualified as prescribed herein shall be upon the contractor.
- d) The contractor shall have personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in the task order. The work history of each contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Ordering Officer reserves the right to determine if a given work history contains necessary and

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sufficiently detailed, related experience to reasonably ensure the ability for effective and efficient performance.

e) When determining if educational and experience requirements are acceptable, the following criteria are applicable:

1. To ensure that postsecondary education possessed by individuals meets an acceptable level of quality, educational degrees shall come from accredited institutions or programs. See www.ed.gov for more accreditation information. At a minimum, to receive credit for a Master and Doctorate, all degrees shall be earned from an institution that has been regionally accredited by one of the six associations: MSA, NASC, NCA, NEASC, SACS, and WASC.

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

3. Reserved.

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

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

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

7. Applicable for Logistics Labor Categories only: Defense Acquisition Workforce Improvement Act (DAWIA) Certification for Contractors – Contractor personnel that do not have government DAWIA certification courses may demonstrate an equivalency in terms of academic degrees, courses completed, and experience as that of their counterparts in the DAWIA workforce. Equivalency for the following classes must be provided as follows: Level 1 - (1) Fundamentals of Systems Acquisition Management, (2) Acquisition Logistics Fundamentals, (3) Systems Sustainment Management; Level 2 – (1) Level 1 classes, (2) Intermediate Systems Acquisition, (3) Intermediate Acquisition Logistics, (4) Performance Based Logistics; Level 3 – (1) Level 1 and 2 Classes, (2) Executive Life Cycle Logistics Management, (3) Reliability and Maintainability. Additional explanation of courses or requirements can be found at the Defense Acquisition University web site (<http://www.dau.mil/>).

8. Applicable for information assurance (IA)/information warfare (IW) Labor Categories: Contractor personnel supporting IA functions shall be certified prior to being engaged in IA related work and be in

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full compliance with DoD 8570.1-M and DoDD 8570.1 This includes personnel being certified/accredited at the appropriate levels of IAT I-III and IAM I-III as appropriate. This will be verified by the contracting officer who will ensure that contractor personnel are entered in to the Defense Eligibility Enrollment System (DEERS) or other appropriate database. Contractor personnel not certified within 6 months of assignment of IA duties or who fail to maintain their certified status will not be permitted to carry out the responsibilities of the position, and shall be replaced with a contractor who does meet the minimum certification requirements as mandated above.

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

The following lists the applicable TO labor categories with their corresponding minimum personnel qualifications.

1. Program Manager

Education: Bachelor's degree in Engineering, Physical Sciences, Mathematics, Management Information Systems, or Business.

Experience: Fifteen (15) years of technical experience to include recent experience in DoD acquisition, life cycle support, system financial support, and programmatic support. Eight (8) years Program Management Experience to include: Technology Assessments, Systems Design, Systems Analysis, Programmatic Support, Acquisition Planning, and Budget Planning. Five (5) of those years shall be at a supervisory level for engineering management of Naval electronics and communications equipment and systems. Supervisory experience shall include developing program metrics, budgets and schedules and coordinating efforts of multiple task activities. Experience must include knowledge of Federal Acquisition Regulations (FAR) and DoD procurement policies and procedures.

2. Management Analyst 3

Education: Bachelor's degree in Engineering, Physical Sciences, Mathematics, Management Information Systems, or Business.

Experience: Six (6) years of Contract Management experience, to include: Development of Program Acquisition Documentation, Development of Testing Criteria, Development of Corrective Action Systems, Development of Program Monitoring Approach (e.g. program evaluation and review technique (PERT) and the critical path method (CPM), earned value management (EVM)), Analysis of Programs Health, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status

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Reports. Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

3. Management Analyst 2

Education: Bachelor's degree in Engineering, Physical Sciences, Mathematics, Management Information Systems, or Business.

Experience: Two (2) years of Contract Management experience, to include: Development of Program Acquisition Documentation, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

4. Management Analyst 1

Education: Bachelor's degree in Engineering, Physical Sciences, Mathematics, Management Information Systems, or Business.

Experience: One (1) year of Contract Management experience, to include: Development of Program Acquisition Documentation, Data Collection and Analysis. Familiarity with Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

5. Management Consultant (Senior)

Education: Bachelor's degree in Business, Organizational Development, Education, Engineering, Physical Science or business related specialty. Certified Project Management Professional (PMP).

Experience: Twenty (20) years of Strategic Business Management experience in C4ISR, to include: Development of Corporate Strategic Plans, Development of Organizational Performance Management Plans, Development of Organization Governance Structures, Guiding significant organizational change management efforts.

6. Management and Program Technician 3

Education: High School diploma or GED.

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Experience: Ten (10) years of direct work experience with the use of advanced information technology to develop and integrate complex data, to include: requirements analysis; project management procedures including out year budgeting for programs involving OMN, FMS, OPN, SCN, and/or RDT&E monies; development of contract schedules, out year planning and POM budgets, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFARS, OPM requirements, and other business related regulations.

7. Management and Program Technician 2

Education: High School diploma or GED.

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

8. Technical Analyst 4

Education: BS degree in Engineering, Physical Sciences, Mathematics, or Psychology (NOTE: Psychology degrees are acceptable only if degree included courses in “Human Systems Interface (HSI)” and “Human Factors Engineering (HFE)”).

Experience: Ten (10) years of experience in technical specifications development, process analysis and design, technical problem solving, and analytical/logical thinking.

9. Engineer/Scientist 2

Education: Bachelor of Science Degree BS degree in Engineering or Physical Science.

Software Engineer only: Working towards the following certifications within one and a half year after assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).

Experience: Three (3) years of experience in DoD C4ISR systems, or information technologies to

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include: Systems/Equipment Support, and Test and Evaluation support of C4ISR requirements. One (1) year of technical experience in support of DoD C4ISR systems, or information technologies.

10. Technical Writer/Editor 4

Education: BA degree in English, Journalism, or Technical Writing.

Experience: Fifteen (15) years of experience to include: writing/editing technical documentation, procedures, and guidelines for C4ISR systems or equipment.

11. Administrative Assistant (SCA 01020)

Education: Associate's Degree in Business or Computer Science.

Experience: Four (4) years of experience, to include: word processing, spreadsheet development, documenting management issues, financial analysis, data collection, report processing, brief preparation, read milestone schedules and send and receive emails. Two (2) years of work experience shall be within DoD. Note: Experience may be concurrent.

OR

Education: High School Diploma or GED.

Experience: Eight (8) years of experience to include: word processing, spreadsheet development, documenting management issues, financial analysis, data collection, report processing, brief preparation, read milestone schedules and send and receive emails. Two (2) years of work experience shall be within DoD. Note: Experience may be concurrent.

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SECTION D PACKAGING AND MARKING

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

SECTION E INSPECTION AND ACCEPTANCE

CLIN	INSPECT AT	INSPECT AT	ACCEPT BY	ACCEPT BY
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COST CLINS

7000	Destination	Government	Destination	Government
7001	Destination	Government	Destination	Government
7002	Destination	Government	Destination	Government
7003	Destination	Government	Destination	Government
7004	Destination	Government	Destination	Government
7100	Destination	Government	Destination	Government
7101	Destination	Government	Destination	Government
7102	Destination	Government	Destination	Government
7103	Destination	Government	Destination	Government
7104	Destination	Government	Destination	Government
7200	Destination	Government	Destination	Government
7201	Destination	Government	Destination	Government
7202	Destination	Government	Destination	Government
7203	Destination	Government	Destination	Government
7204	Destination	Government	Destination	Government
7300	Destination	Government	Destination	Government
7301	Destination	Government	Destination	Government
7302	Destination	Government	Destination	Government
7303	Destination	Government	Destination	Government
7304	Destination	Government	Destination	Government
7400	Destination	Government	Destination	Government
7401	Destination	Government	Destination	Government
7402	Destination	Government	Destination	Government

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7403 Destination Government Destination Government

7404 Destination Government Destination Government

ODC CLINS

9000 Destination Government Destination Government

9001 Destination Government Destination Government

9002 Destination Government Destination Government

9003 Destination Government Destination Government

9100 Destination Government Destination Government

9101 Destination Government Destination Government

9102 Destination Government Destination Government

9103 Destination Government Destination Government

9200 Destination Government Destination Government

9201 Destination Government Destination Government

9202 Destination Government Destination Government

9203 Destination Government Destination Government

9300 Destination Government Destination Government

9301 Destination Government Destination Government

9302 Destination Government Destination Government

9303 Destination Government Destination Government

9400 Destination Government Destination Government

9401 Destination Government Destination Government

9402 Destination Government Destination Government

9403 Destination Government Destination Government

CLAUSES INCORPORATED BY REFERENCE

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52.246-5 Inspection Of Services Cost-Reimbursement APR 1984

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SECTION F DELIVERABLES OR PERFORMANCE

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

7000	5/18/2018 - 5/17/2019
7001	5/18/2018 - 5/17/2019
7002	5/18/2018 - 5/17/2019
7003	5/18/2018 - 5/17/2019
9000	5/18/2018 - 5/17/2019
9001	5/18/2018 - 5/17/2019
9002	5/18/2018 - 5/17/2019
9003	5/18/2018 - 5/17/2019

CLIN - DELIVERIES OR PERFORMANCE

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

7000 Date of Contract Award - 365 Days after contract award.

7001 Date of Contract Award - 365 Days after contract award.

7002 Date of Contract Award - 365 Days after contract award.

7003 Date of Contract Award - 365 Days after contract award.

7004 Date of Contract Award - 365 Days after contract award.

9000 Date of Contract Award - 365 Days after contract award.

9001 Date of Contract Award - 365 Days after contract award.

9002 Date of Contract Award - 365 Days after contract award.

9003 Date of Contract Award - 365 Days after contract award.

7100 Begins after CLIN 7000 is complete and ends 365 days after CLIN 7100 is exercised.

7101 Begins after CLIN 7001 is complete and ends 365 days after CLIN 7101 is exercised.

7102 Begins after CLIN 7002 is complete and ends 365 days after CLIN 7102 is exercised.

7103 Begins after CLIN 7003 is complete and ends 365 days after CLIN 7103 is exercised.

7104 Begins after CLIN 7004 is complete and ends 365 days after CLIN 7104 is exercised.

9100 Begins after CLIN 9000 is complete and ends 365 days after CLIN 9100 is exercised.

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9101 Begins after CLIN 9001 is complete and ends 365 days after CLIN 9101 is exercised.

9102 Begins after CLIN 9002 is complete and ends 365 days after CLIN 9102 is exercised.

9103 Begins after CLIN 9003 is complete and ends 365 days after CLIN 9103 is exercised.

7200 Begins after CLIN 7100 is complete and ends 365 days after CLIN 7200 is exercised.

7201 Begins after CLIN 7101 is complete and ends 365 days after CLIN 7201 is exercised.

7202 Begins after CLIN 7102 is complete and ends 365 days after CLIN 7202 is exercised.

7203 Begins after CLIN 7103 is complete and ends 365 days after CLIN 7203 is exercised.

7204 Begins after CLIN 7104 is complete and ends 365 days after CLIN 7204 is exercised.

9200 Begins after CLIN 9100 is complete and ends 365 days after CLIN 9200 is exercised.

9201 Begins after CLIN 9101 is complete and ends 365 days after CLIN 9201 is exercised.

9202 Begins after CLIN 9102 is complete and ends 365 days after CLIN 9202 is exercised.

9203 Begins after CLIN 9103 is complete and ends 365 days after CLIN 9203 is exercised.

7300 Begins after CLIN 7200 is complete and ends 365 days after CLIN 7300 is exercised.

7301 Begins after CLIN 7201 is complete and ends 365 days after CLIN 7301 is exercised.

7302 Begins after CLIN 7202 is complete and ends 365 days after CLIN 7302 is exercised.

7303 Begins after CLIN 7203 is complete and ends 365 days after CLIN 7303 is exercised.

7304 Begins after CLIN 7204 is complete and ends 365 days after CLIN 7304 is exercised.

9300 Begins after CLIN 9200 is complete and ends 365 days after CLIN 9300 is exercised.

9301 Begins after CLIN 9201 is complete and ends 365 days after CLIN 9301 is exercised.

9302 Begins after CLIN 9202 is complete and ends 365 days after CLIN 9302 is exercised.

9303 Begins after CLIN 9203 is complete and ends 365 days after CLIN 9303 is exercised.

7400 Begins after CLIN 7300 is complete and ends 365 days after CLIN 7400 is exercised.

7401 Begins after CLIN 7301 is complete and ends 365 days after CLIN 7401 is exercised.

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7402 Begins after CLIN 7302 is complete and ends 365 days after CLIN 7402 is exercised.

7403 Begins after CLIN 7303 is complete and ends 365 days after CLIN 7403 is exercised.

7404 Begins after CLIN 7304 is complete and ends 365 days after CLIN 7404 is exercised.

9400 Begins after CLIN 9300 is complete and ends 365 days after CLIN 9400 is exercised.

9401 Begins after CLIN 9301 is complete and ends 365 days after CLIN 9401 is exercised.

9402 Begins after CLIN 9302 is complete and ends 365 days after CLIN 9402 is exercised.

9403 Begins after CLIN 9303 is complete and ends 365 days after CLIN 9403 is exercised.

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

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SECTION G CONTRACT ADMINISTRATION DATA

The SPAWAR Atlantic Ombudsman is Robin Rourk, (843) 218-5115.

252.204-0002 Line Item Specific: Sequential ACRN Order. (SEP 2009)

The payment office shall make payment in sequential ACRN order within the line item, exhausting all funds in the previous ACRN before paying from the next ACRN using the following sequential order: Alpha/Alpha; Alpha/numeric; numeric/alpha; and numeric/numeric.

252.204-7006 BILLING INSTRUCTIONS (OCT 2005)

When submitting a request for payment, the Contractor shall—

- (a) Identify the contract line item(s) on the payment request that reasonably reflect contract work performance;
- and
- (b) Separately identify a payment amount for each contract line item included in the payment request.

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

(a) *Definitions.* As used in this clause—

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

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

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

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

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

- (1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and
- (2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

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

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

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

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

Cost Type Orders - Cost Voucher

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

N65236

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

Routing Data Table*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	DFAS HQ0338
Issue By DoDAAC	N65236
Admin DoDAAC	N65236
Inspect By DoDAAC	N65236
Ship To Code	N65236
Ship From Code	N/A
Mark For Code	N65236
Service Approver (DoDAAC)	N65236
Service Acceptor (DoDAAC)	N/A
Accept at Other DoDAAC	N/A
LPO DoDAAC	N65236
DCAA Auditor DoDAAC	DCAA HAA721
Other DoDAAC(s)	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

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system.

*Contracting Officer Representative
Bruce C Deary, SSC Atlantic (61500)
PO Box 190022
North Charleston, SC 29419-9022
bruce.deary@navy.mil
843-218-2308*

(g) *WAWF point of contact.*

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

Laverne Brown

Administrative Specialist

1 Innovation Drive, Bldg. 3147

North Charleston, SC 29410-4200

Phone: (843) 218-5926

Laverne.brown@navy.mil

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

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

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

***Contracting Officer Representative
Bruce C Deary, SSC Atlantic (61500)
PO Box 190022
North Charleston, SC 29419-9022
bruce.deary@navy.mil
843-218-2308***

(b) It is emphasized that only the Contracting Officer has the authority to modify the terms of the contract, therefore, in no event will any understanding agreement, modification, change order, or other matter deviating from the terms of the basic contract between the Contractor and any other person be effective or binding on the Government.

When/If, in the opinion of the Contractor, an effort outside the existing scope of the contract is requested, the Contractor shall promptly notify the PCO in writing. No action shall be taken by the Contractor unless the Procuring Contracting Officer (PCO) or the Administrative Contracting Officer (ACO) has issued a contractual change.

5252.216-9210 TYPE OF CONTRACT (DEC 1999)

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

5252.232-9206 SEGREGATION OF COSTS (DEC 2003)

- a. The Contractor agrees to segregate costs incurred under this task order at the lowest level of performance, either task or subtask, rather than on a total task order basis, and to submit invoices reflecting costs incurred at that level. Invoices shall contain summaries of work charged during the period covered, as well as overall cumulative summaries by labor category for all work invoiced to date, by line item, task, or subtask.
- b. Where multiple lines of accounting are present, the ACRN preceding the accounting citation will be found in Section G, Accounting Data. Payment of Contractor invoices shall be accomplished only by charging the ACRN that corresponds to the work invoiced.
- c. Except when payment requests are submitted electronically as specified in the clause at DFARS 252.232-7003, Electron Submission of Payment Requests, one copy of each invoice or voucher will be provided, at the time of submission to DCAA
 - 1. to the Contracting Officer's Representative or the Technical Representative of the Contracting Officer and
 - 2. to the Procuring Contracting Officer.

Accounting Data

SLINID	PR Number	Amount
700001	13006277670003	██████████
LLA :		
AA 1781106 1A2A 251 67854 067443 2D M95450 8RCAC10810XY		
Standard Number: N6523617PR01842		
ACRN: AA		
CLIN: 7000 01		
PR #: 1300627767-0001		
CRM #: 17-00782		
CIN 13006277670003		
Standard Doc. #: N6523617PR01842		
Funding Doc #:M9545018RCAC108		
700101	13006277670004	██████████
LLA :		
AA 1781106 1A2A 251 67854 067443 2D M95450 8RCAC10810XY		
Standard Number: N6523617PR01842		
ACRN: AA		
CLIN: 7001 01		
PR #: 1300627767-0001		
CRM #: 17-00782		
CIN 13006277670004		
Standard Doc. #: N6523617PR01842		
Funding Doc #:M9545018RCAC108		
700201	13006277670005	██████████
LLA :		
AB 1781106 BSS1 251 67854 067443 2D M95450 8RCFQ11110AN		
Standard Number: N6523617PR01842		
ACRN: AB		
CLIN: 7002 01		
PR #: 1300627767-0001		
CRM #: 17-00782		
CIN 13006277670005		
Standard Doc. #: N6523617PR01842		

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Funding Doc #:M9545018RCFQ111

700202 13006277670006

LLA :

AB 1781106 BSS1 251 67854 067443 2D M95450 8RCFQ11110AN

Standard Number: N6523617PR01842

ACRN: AB

CLIN: 7002 02

PR #: 1300627767-0001

CRM #: 17-00782

CIN 13006277670006

Standard Doc. #: N6523617PR01842

Funding Doc #:M9545018RCFQ111

BASE Funding

Cumulative Funding

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SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.204-9202 CONTRACTOR PICTURE BADGE (JUL 2013)

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

5252.209-9205 ORGANIZATIONAL CONFLICT OF INTEREST (Dec 2004)

(a) *Definition.*

“Support Services” includes, but is not limited to, program management support services, preparing program budget submissions, business financial reporting or accounting services or, advisory and assistance services including consultant services.

(b) The Contracting Officer has determined that potentially significant organizational conflicts of interest may arise due to the nature of the work the Contractor will perform under this contract that may preclude the Contractor from being awarded future SPAWAR contracts in a related area. Whereas the Contractor has agreed to undertake this contract to provide “support services”, it is agreed that the Contractor shall be ineligible to act as a prime contractor, consultant, or subcontractor to any prime contractor or subcontractor at any tier who is to supply the services, system or major components thereof for any project where the Contractor has provided or is providing support as described in FAR 9.505-1 through 9.505-4. The Contracting Officer may make a determination to allow a company to participate in an acquisition subject to the submission of an acceptable mitigation plan in accordance with paragraph (d) and (e) below. This determination may not be appealed.

(c) (1) If the Contracting Officer requests, and the Contractor submits an organizational conflict of interest mitigation plan that, after Government review is acceptable to the Government, the Contractor’s parent corporation, subsidiaries, or other physically separate profit and loss centers may not be precluded from acting as a subcontractor or consultant on future SPAWAR contracts. The Government’s determination regarding the adequacy of the mitigation plan or the possibility of mitigation are unilateral decisions made solely at the discretion of the Government and are not subject to the Disputes clause of the contract. The Government may terminate the contract for default if the Contractor fails to implement and follow the procedures contained in any approved mitigation plan.

(2) Any mitigation plan shall include, at a minimum, non-disclosure agreements to be executed by the Contractor and the Contractor’s employees supporting the Government per paragraph (c) above. Items for consideration in a mitigation plan include the following: identification of the organizational conflict(s) of interest; reporting and tracking system; an organizational conflict of interest compliance/enforcement plan, to include employee training and sanctions, in the event of unauthorized disclosure of sensitive information; a plan for organizational segregation (e.g., separate reporting chains); and data security measures.

(d) These restrictions shall apply to Spry Methods, Inc. This clause shall remain in effect for one year after completion of this contract.

(e) The Contractor shall apply this clause to any subcontractors or consultants, who have access to information, participate in the development of data, or participate in any other activity related to this contract which is subject to terms of this clause at the prime contractor level, unless the Contractor includes an acceptable alternate subcontractor provision in its mitigation plan. For subcontractors or consultants under this contract, if an organizational conflict of interest mitigation plan is submitted and acceptable to the Government, the subcontractor’s parent corporation, subsidiaries, or other physically separate profit and loss centers may not be precluded from acting as a prime, subcontractor, or consultant on future SPAWAR contracts.

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

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

5252.216-9122 LEVEL OF EFFORT (DEC 2000)

- a. The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this contract. The total level of effort for the performance of this contract shall be [REDACTED] total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor’s proposal as having hours included in the proposed level of effort.
- b. Of the total man-hours of direct labor set forth above, it is estimated that 0 man-hours are uncompensated effort.

Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such

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excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

- c. Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as (local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations, or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.
- d. The level of effort for this contract shall be expended at an average rate of approximately [REDACTED] hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.
- e. If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man-hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Task Order Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Task Order Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Task Order Contracting Officer. Any agreement to accelerate will be formalized by contract modification.
- f. The Task Order Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man-hours of effort specified in paragraph (a) above would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.
- g. If the total level of effort specified in paragraph (a) above is not provided by the Contractor during the period of this contract, the Task Order Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this contract as follows:

$$\text{Fee Reduction} = \text{Fee} \left(\frac{\text{Required LOE} - \text{Expended LOE}}{\text{Required LOE}} \right)$$

Required LOE

- or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable, require the Contractor to continue to perform the work until the total number of man-hours of direct labor specified in paragraph (a) above shall have been expended, at no increase in the fee of this contract.
- h. The Contractor shall provide and maintain an accounting system, acceptable to the Administrative Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.
- i. Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Task Order Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an underrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.
- j. Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A

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telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of the work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan. *

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

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

5252.222-9600 WAGE DETERMINATION APPLICABLE, SERVICE CONTRACT ACT

Attachment 3 incorporated herein sets forth the applicable Service Contract Act Wage Determination by the Secretary of Labor.

5252.231-9200 REIMBURSEMENT OF TRAVEL COSTS (JAN 2006)

a. Contractor Request and Government Approval of Travel

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

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

b. General

1. The costs for travel, subsistence, and lodging shall be reimbursed to the contractor only to the extent that it is necessary and authorized for performance of the work under this contract. The costs for travel, subsistence, and lodging shall be reimbursed to the contractor in accordance with the

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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 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.

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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 included in the rental or hiring charge). When the operating expenses are included in the rental or hiring charge, there should be a record of those expenses available to submit with the receipt. Examples of such operating expenses include: hiring charge (bus, streetcar or subway fares), gasoline and oil, parking, and tunnel tolls.

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

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

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

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(a) is self-propelled and licensed to travel on the public highways;

(b) is designed to carry passengers or goods; and

(c) has four or more wheels or is a motorcycle or moped.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5252.237-9602 CONTRACTOR IDENTIFICATION (MAY 2004)

- (a) Contractor employees must be clearly identifiable while on Government property by wearing appropriate badges.
- (b) Contractor personnel and their subcontractors must identify themselves as contractors or subcontractors during meetings, telephone conversations, in electronic messages, or correspondence related to this contract.
- (c) Contractor-occupied facilities (on Department of the Navy or other Government installations) such as offices, separate rooms, or cubicles must be clearly identified with Contractor supplied signs, name plates or other identification, showing that these are work areas for Contractor or subcontractor personnel.

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

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

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iv. Other information designated as sensitive by the Space and Naval Warfare Systems Command (SPAWAR).

- a. 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.
- b. 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—
- c. 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.
- d. 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.
- e. Mitigation Plan. If requested by the Contracting Officer, the contractor shall submit, within 45 calendar days following execution of the “Contractor Non-Disclosure Agreement,” a mitigation plan for Government approval, which shall be incorporated into the contract. At a minimum, the mitigation plan shall identify the Contractor’s plan to implement the requirements of paragraph (c) above and shall include the use of a firewall to separate Contractor personnel requiring access to information in the performance of the contract from other Contractor personnel to ensure that the Contractor does not obtain any unfair competitive advantage with respect to any future Government requirements due to unequal access to information. A “firewall” may consist of organizational and physical separation; facility and workspace access restrictions; information system access restrictions; and other data security measures identified, as appropriate. The Contractor shall respond promptly to all inquiries regarding the mitigation plan. Failure to resolve any outstanding issues or obtain approval of the mitigation plan within 45 calendar days of its submission may result, at a minimum, in rejection of the plan and removal of any system access.
 - i. Utilize accessed information and limit access to authorized users only for the purposes of performing the services as required by the contract, and not for any other purpose unless authorized;
 - ii. Safeguard accessed information from unauthorized use and disclosure, and not discuss, divulge, or disclose any accessed information to any person or entity except those persons authorized to receive the information as required by the contract or as authorized by Federal statute, law, or regulation;
 - iii. Inform authorized users requiring access in the performance of the contract regarding their obligation to utilize information only for the purposes specified in the contract and to safeguard information from unauthorized use and disclosure.
- iv. Execute a “Contractor Access to Information Non-Disclosure Agreement,” and obtain and submit to the Contracting Officer a signed “Contractor Employee Access to Information Non-Disclosure Agreement” for each employee prior to assignment;
- v. Notify the Contracting Officer in writing of any violation of the requirements in (i) through (iv) above as soon as the violation is identified, no later than 24 hours. The notice shall include a description of the violation and the proposed actions to be taken, and shall include the business organization, other entity, or individual to whom the information was divulged.

i. 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.

5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)

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

CLIN	Ceiling	Funded Amount	Unfunded Amount	Period of Performance
Base Year	-	-	-	-
7000	██████████	██████████	██████████	18 May 2018-17 May 2019
7001	██████████	██████████	██████████	18 May 2018-17 May 2019
7002	██████████	██████████	██████████	18 May 2018-17 May 2019
7003	██████████	██████████	██████████	18 May 2018-17 May 2019
9000	██████████	██████████	██████████	18 May 2018-17 May 2019
9001	██████████	██████████	██████████	18 May 2018-17 May 2019
9002	██████████	██████████	██████████	18 May 2018-17 May 2019
9003	██████████	██████████	██████████	18 May 2018-17 May 2019
Option Year 1	-	-	-	-
7100	██████████	-	-	18 May 2019-17 May 2020
7101	██████████	-	-	18 May 2019-17 May 2020
7102	██████████	-	-	18 May 2019-17 May 2020
7103	██████████	-	-	18 May 2019-17 May 2020
9100	██████████	-	-	18 May 2019-17 May 2020
9101	██████████	-	-	18 May 2019-17 May 2020
9102	██████████	-	-	18 May 2019-17 May 2020
9103	██████████	-	-	18 May 2019-17 May 2020
Option Year 2	-	-	-	-
7200	██████████	-	-	18 May 2020-17 May 2021
7201	██████████	-	-	18 May 2020-17 May 2021
7202	██████████	-	-	18 May 2020-17 May 2021
7203	██████████	-	-	18 May 2020-17 May 2021
9200	██████████	-	-	18 May 2020-17 May 2021
9201	██████████	-	-	18 May 2020-17 May 2021
9202	██████████	-	-	18 May 2020-17 May 2021
9203	██████████	-	-	18 May 2020-17 May 2021
Option Year 3	-	-	-	-
7300	██████████	-	-	18 May 2021-17 May 2022
7301	██████████	-	-	18 May 2021-17 May 2022

7302	[REDACTED]			18 May 2021-17 May 2022
7303	[REDACTED]			18 May 2021-17 May 2022
9300	[REDACTED]			18 May 2021-17 May 2022
9301	[REDACTED]			18 May 2021-17 May 2022
9302	[REDACTED]			18 May 2021-17 May 2022
9303	[REDACTED]			18 May 2021-17 May 2022
Option Year 4				
7400	[REDACTED]			18 May 2022-17 May 2023
7401	[REDACTED]			18 May 2022-17 May 2023
7402	[REDACTED]			18 May 2022-17 May 2023
7403	[REDACTED]			18 May 2022-17 May 2023
9400	[REDACTED]			18 May 2022-17 May 2023
9401	[REDACTED]			18 May 2022-17 May 2023
9402	[REDACTED]			18 May 2022-17 May 2023
9403	[REDACTED]			18 May 2022-17 May 2023
Totals	[REDACTED]	[REDACTED]	[REDACTED]	18 May 2018-17 May 2019

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

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

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

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

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

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

SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

52.219-6 Notice of Total Small Business Set-Aside Nov 2011

252.246-7006 Warranty Tracking of Serialized Items Jun 2011

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

(a) The Government may extend the term of this task order 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 task order expires. The preliminary notice does not commit the Government to an extension.

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

(c) The total duration of this task order, including the exercise of any options under this clause, shall not exceed five years.

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

In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor (29 CFR part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

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

Employee Class Monetary Wage-Fringe Benefits

<i>Service Contract Act</i>	SCA Category	GS Level
Administrative Assistant	01020	GS-7

SECTION J LIST OF ATTACHMENTS

ATTACHMENT_1_SGFP_Form

ATTACHMENT_2_QASP_Form

ATTACHMENT_3_WD_Charleston_SC_Rev-4

Exhibit_A_CDRLs_A001-A011_for_award

DISTRIBUTION	
<p>Spry Methods, Inc. Cage: 3HD17</p> <p>1420 Spring Hill Road, Suite 300</p> <p>McLean, VA 22102</p> <p>703-600-9777</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>Email: contracts@sprymethods.com</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p><i>(electronic)</i></p>	<p>Administration Office N65236</p> <p>SPAWAR-Systems Center Lant (CHRL)</p> <p>P.O. BOX 190022</p> <p>North Charleston SC 29419-9022</p> <p><i>(electronic)</i></p>
<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>DFAS Columbus Center HQ0338</p> <p>DFAS-CO/South Entitlement Operations</p> <p>P.O. Box 182264</p> <p>Columbus, OH 43218-2264</p>

<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p><i>(electronic)</i></p>	<p>Phone: 800-756-4571</p> <p><i>(electronic)</i></p>
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