

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT1. CONTRACT ID CODE
UPAGE OF PAGES
1 22. AMENDMENT/MODIFICATION NO.
P000023. EFFECTIVE DATE
21-Sep-20184. REQUISITION/PURCHASE REQ. NO.
13007406345. PROJECT NO. (If applicable)
N/A

6. ISSUED BY CODE

N65236

7. ADMINISTERED BY (If other than Item 6)

CODE S1103A

SPAWAR-Systems Center Lant (CHRL)
P.O. BOX 190022
North Charleston SC 29419-9022
cathy.walton@navy.mil 843-218-5955DCMA ATLANTA
2300 LAKE PARK DRIVE, SUITE 300
SMYRNA GA 30080

SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code)

George Consulting, Ltd.
225 Seven Farms Drive, Suite 205
Daniel Island SC 29492-8092

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

[X]

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-14-D-7724 / N6523618F3110

10B. DATED (SEE ITEM 13)

20-Jul-2018

CAGE CODE 4BZW3

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

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

(*) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

[]

[] B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

[] C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

[X] D. OTHER (Specify type of modification and authority)
BILATERAL FAR 43.103(a) Mutual Agreement of the PartiesE. IMPORTANT: Contractor [] is not, [X] is required to sign this document and return 1 copies to the issuing office.

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

SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print)

Stephen G. Corey, President

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Cathy B Walton, Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

/s/Stephen G. Corey
(Signature of person authorized to sign)

24-Sep-2018

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

BY /s/Cathy B Walton
(Signature of Contracting Officer)

24-Sep-2018

NSN 7540-01-152-8070

30-105

STANDARD FORM 30 (Rev. 10-83)

PREVIOUS EDITION UNUSABLE

Prescribed by GSA
FAR (48 CFR) 53.243

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GENERAL INFORMATION

The purpose of this modification is to realign ceiling, revise PWS and add funding. Accordingly, said Task Order is modified as follows: A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$1,534,602.14 by \$700,136.00 to \$2,234,738.14.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
700102	Fund Type - OTHER	0.00	200,000.00	200,000.00
700301	Fund Type - OTHER	0.00	300,000.00	300,000.00
700302	Fund Type - OTHER	0.00	163,136.00	163,136.00
900201	Fund Type - TBD	0.00	37,000.00	37,000.00

The total value of the order is hereby increased from \$3,619,460.33 by \$0.00 to \$3,619,460.33.

CLIN/SLIN	From (\$)	By (\$)	To (\$)
7000	1,041,269.24	(750,000.00)	291,269.24
7003	236,400.01	750,000.00	986,400.01

The Period of Performance of the following line items is hereby changed as follows:

CLIN/SLIN	From	To
7003	7/20/2018 - 7/19/2019	7/20/2018 - 3/13/2019
9002	7/20/2017 - 7/19/2018	7/20/2018 - 3/13/2019

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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	R425	C4I SE Support - Base Year - Funding Source for GCCS-TCO IPT (Fund Type - TBD)	1.0	LO	\$279,113.01	\$12,156.23	\$291,269.24
700001	R425	10 U.S.C 2410 (a) - Duration of this ACRN cannot exceed 12 Months, 19 July 2019. (Fund Type - TBD)					
7001	R425	C4I SE Support - Base Year - Funding Source for MCNIS IPT (Fund Type - TBD)	1.0	LO	\$1,354,043.27	\$53,925.87	\$1,407,969.14
700101	R425	10 U.S.C. 2410(a) - the duration of this ACRN cannot exceed 12 months, 22 August 2019. (Fund Type - TBD)					
700102	R425	INCREMENTAL FUNDING (Fund Type - OTHER)					
7002	R425	C4I SE Support - Base Year - Funding Source for SOCS IPT (Fund Type - TBD)	1.0	LO	\$655,464.76	\$32,647.71	\$688,112.47
700201	R425	10 U.S.C. 2410(a) - the duration of this ACRN cannot exceed 12 months, 22 August 2019. (Fund Type - TBD)					
7003	R425	C4I SE Support - Base Year - Funding Source for ES2 IPT (Fund Type - TBD)	1.0	LO	\$948,620.43	\$37,779.58	\$986,400.01
700301	R425	INCREMENTAL FUNDING (Fund Type - OTHER)					
700302	R425	INCREMENTAL FUNDING (Fund Type - OTHER)					

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7004		Base Year - Contract Data Requirements List (CDRL) - Not Separately Priced (NSP)	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7100	R425	C4I SE Support - Option Year 1 - Funding Source for GCCS-TCO IPT (Fund Type - TBD) Option	1.0	LO	\$1,011,960.97	\$42,585.35	\$1,054,546.32
7101	R425	C4I SE Support - Option Year 1 - Funding Source for MCNIS IPT (Fund Type - TBD) Option	1.0	LO	\$906,800.34	\$40,872.70	\$947,673.04
7102	R425	C4I SE Support - Option Year 1 - Funding Source for SOCS IPT (Fund Type - TBD) Option	1.0	LO	\$667,520.05	\$33,281.32	\$700,801.37
7103	R425	C4I SE Support - Option Year 1 - Funding Source for ES2 IPT (Fund Type - TBD) Option	1.0	LO	\$666,625.79	\$33,281.32	\$699,907.11

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7104		Option Year 1 - Contract Data Requirements List (CDRL) - Not Separately Priced (NSP)	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7200	R425	C4I SE Support - Option Year 2 - Funding Source for GCCS-TCO IPT (Fund Type - TBD) Option	1.0	LO	\$1,031,240.36	\$43,414.52	\$1,074,654.88
7201	R425	C4I SE Support - Option Year 2 - Funding Source for MCNIS IPT (Fund Type - TBD) Option	1.0	LO	\$924,185.52	\$41,671.80	\$965,857.32
7202	R425	C4I SE Support - Option Year 2 - Funding Source for SOCS IPT (Fund Type - TBD) Option	1.0	LO	\$680,363.25	\$33,933.85	\$714,297.10
7203	R425	C4I SE Support - Option Year 2 - Funding Source for ES2 IPT (Fund Type - TBD) Option	1.0	LO	\$679,446.63	\$33,933.85	\$713,380.48

For Cost Type / NSP Items

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7204		Option Year 1 - Contract Data Requirements List (CDRL) - Not Separately Priced (NSP)	1.0	LO			NSP

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
9000	R425	ODCs for C41 SE Support - Base Year - Funding Source for GCCS-TCO (Fund Type - TBD)	1.0	LO	\$141,565.93		
900001	R425	10 U.S.C. 2410(a) - the duration of this ACRN cannot exceed 12 months, 22 August 2019. (Fund Type - TBD)					
9001	R425	ODCs for C41 SE Support - Base Year - Funding Source for MCNIS (Fund Type - TBD)	1.0	LO	\$6,879.10		
9002	R425	ODCs for C41 SE Support - Base Year - Funding Source for SOCS IPT (Fund Type - TBD)	1.0	LO	\$38,958.93		
900201	R425	INCREMENTAL FUNDING (Fund Type - TBD)					
9003	R425	ODCs for C41 SE Support - Base Year - Funding Source for ES2 (Fund Type - TBD)	1.0	LO	\$58,305.51		
900301	R425	10 U.S.C. 2410(a) - the duration of this ACRN cannot exceed 12 months, 22 August 2019. (Fund Type - TBD)					
9100	R425	ODCs for C41 SE Support - Option Year 1 - Funding Source for GCCS-TCO (Fund Type - TBD) Option	1.0	LO	\$73,355.08		
9101	R425	ODCs for C41 SE Support - Option Year 1 - Funding Source for MCNIS (Fund Type - TBD) Option	1.0	LO	\$78,801.08		
9102	R425	ODCs for C41 SE Support - Option Year 1 - Funding Source for SOCS (Fund Type - TBD) Option	1.0	LO	\$39,922.66		
9103	R425	ODCs for C41 SE Support - Option Year 1 - Funding Source for ES2 (Fund Type - TBD) Option	1.0	LO	\$59,763.15		
9200	R425	ODCs for C41 SE Support - Option Year 2 - Funding Source for GCCS-TCO (Fund Type - TBD) Option	1.0	LO	\$75,188.96		
9201	R425	ODCs for C41 SE Support - Option Year 2 - Funding Source for MCNIS (Fund Type - TBD) Option	1.0	LO	\$80,771.10		
9202	R425	ODCs for C41 SE Support - Option Year 2 - Funding Source for SOCS (Fund Type - TBD) Option	1.0	LO	\$40,920.73		

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9203	R425	ODCs for C41 SE Support - Option Year 2 - Funding Source for ES2 (Fund Type - TBD)	1.0	LO	\$61,256.22
		Option			

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 Source #1	7000	\$43,457.75	15,360	\$2.83
Base Year Funding Source #2	7001	\$34,775.64	13,440	\$2.59
Base Year Funding Source #3	7002	\$32,647.71	9,600	\$3.40
Base Year Funding Source #4	7003	\$35,781.80	10,560	\$3.39
Option Year 1 Funding Source #1	7100	\$42,585.35	15,360	\$2.77
Option Year 1 Funding Source #2	7101	\$40,872.70	13,440	\$3.04
Option Year 1 Funding Source #3	7102	\$33,281.32	9,600	\$3.47
Option Year 1 Funding Source #4	7103	\$33,281.32	9,600	\$3.47
Option Year 2 Funding Source #1	7201	\$43,414.52	15,360	\$2.83
Option Year 2 Funding Source #2	7201	\$41,671.80	13,440	\$3.10
Option Year 2 Funding Source #3	7202	\$33,933.85	9,600	\$3.53
Option Year 2 Funding Source #4	7203	\$33,933.85	9,600	\$3.53

5252.232-9200 ALLOTMENT OF FUNDS (JAN 1989)

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

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

CLINs	Total Ceiling	Total Funded	Total Unfunded
7000	\$1,041,269.24	\$100,000.00	\$941,269.24
7001	\$907,969.14	\$0.00	\$907,969.14
7002	\$688,112.47	\$0.00	\$688,112.47
7003	\$736,400.01	\$0.00	\$736,400.01
9000	\$71,565.93	\$0.00	\$71,565.93
9001	\$76,879.10	\$0.00	\$76,879.10
9002	\$38,958.93	\$0.00	\$38,958.93
9003	\$58,305.51	\$0.00	\$58,305.51

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

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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: C4I SYSTEMS ENGINEERING (SE) SUPPORT

1.0 PURPOSE

1.1 BACKGROUND

The purpose of this task order is to secure lifecycle systems engineering support for the following SPAWAR Systems Center (SSC) Atlantic integrated product teams (IPTs) that provide Expeditionary Enterprise Systems and Services (E2S2) support to USMC/SOCOM forces worldwide executing operations:

- a. Enterprise Network Infrastructure (ENI) Integrated Product Team (IPT)
- b. Enterprise Service Information Technology (IT) Management (ESITM) IPT
- c. Enterprise Systems & Services (ES2) IPT
- d. Enterprise Engineering and Integration Services (E2IS) IPT
- e. Special Operations Communication Systems (SOCS) IPT

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.

MARCORSYSCOM and USSOCOM Program Managers along with SSC Atlantic is chartered to deliver integrated functionality and a logistics shared data 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 information technology required to improve combat effectiveness for 21st Century expeditionary operations.

The Systems Engineering team shall be responsible for performing systems engineering activities for Major Automated Information System (MAIS) Acquisition Category I (ACAT I) programs.

This PWS encompasses the 16 processes associated with the execution of systems engineering which provide a structured approach to increasing the technical maturity of a system and increasing the likelihood that the capability being developed balances mission performance with cost, schedule, risk, and design constraints. These processes provide insight and control to assist the IPT, Program Manager, and Engineering to meet performance, schedule, and cost goals.

The eight technical management processes will be implemented across the acquisition life cycle and provide insight and control over performance, schedule, and cost goals. These processes are: decision analysis, technical planning, technical assessment, requirements management, risk management, configuration, management, technical data management, and interface management.

The eight technical processes will be aligned with the acquisition life-cycle phases and include the top-down design processes and bottom-up realization processes that support transformation of operational needs into operational capabilities. These processes are: requirements management, requirements analysis, architecture design, transition, validation, verification, integration, and implementation.

The ENI IPT chartered to provide augment the operations of the Network and Infrastructure program office by assigning qualified personnel to provide focused programmatic, engineering, and logistical support solutions for the United States marine Corps (USMC) Enterprise Infrastructure Modernization (EIM) projects designing,

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developing, testing, delivering, fielding, and sustaining the Marine Corps Installation Processing Node (IPN), Installation Service Node (ISN), and Geographically Separated Unit (GSU) material solutions and supports Headquarters Marine Corps (HQMC) Combat Development and Integration (CDI), Knowledge Management Office to produce an initial a high-level design for a Service Knowledge Management System (SKMS). The ENI IPT consists of subordinate projects:

- Next generation enterprise network (NGEN) –executes NGEN projects and initiatives
- Secure Operational Network Infrastructure and Communication. (SONIC) – executes SONIC projects and initiatives.
- Enterprise Process and Initiatives (EP&I) – the Information Technology (IT) Service Management (ITSM) office for the EIM
- Enterprise Tech Refresh (ETR) – responsible for holistic sustainment of the EIM
- Marine Corps Enterprise Information Technology Services (MCEITS) capability as a service support

ESITM IPT provides next generation enterprise network (NGEN) enterprise process and initiatives (EPI) support to operating forces with modernized logistics IT systems capable of deploying anywhere in the world, during peacetime or war. Lead as the premier provider of Enterprise IT and Cyber-security engineering and life cycle support services that operate and defend USMC/SOCOM networks in support of USMC Global Combat Support System (GCSS-MC), Triannual reviews (TAR), Logistics Information Systems, Technology Services Organization (TSO), Managed Services Organization (MSO) Business Operations Support, and Enterprise Process and Initiatives (EP&I) Enterprise IT Service Management (EITSM). Global Combat Support System-Marine Corps (GCSS-MC) Logistics Information Systems (LIS) provides support to Marine Air Ground Task Force (MAGTF) Logistics Support Systems (MLS2) programs in the management of Common Logistics Command and Control (CLC2S), Transportation Capacity Planning Tool (TCPT), Storage Retrieval Automated Tracking Integrated System (STRATIS) and Air Fortress efforts to support the new combined MLS2 programs for future MLS2 fielding and support efforts. Enterprise Process and Initiatives (EPI) and the Information Technology (IT) Service Management (ITSM) office. The IPT also supports the Enterprise Staging & Delivery (ES&D) function supporting the USMC and provides the requested support to Portfolio Manager (PfM) Supporting Establishment Systems (SES) with knowledgeable Agile practitioners who can assist with the transition to Agile methodologies across the portfolio (Program Managers (PMs) Network & Infrastructure (NI), Applications (APPs), and Customer Support & Strategic Sourcing (CS3).

ES2 IPT supports solutions development, the design, development, and implementation of enterprise systems and services for Network Communications Infrastructure (NCI), Marine Corps Enterprise Network (MCEN), and Emergency Response Systems (ERS) programs. ERS includes support to: Consolidated ERS (CERS), Enhanced 911 (E-911/NGEN911), dispatching, alarms and record management, Enterprise Land Mobile Radio (ELMR) (Slice), Multi-Protocol Label Switching (MPLS), Marine Corps Enterprise Network (MCEN) wireless Local Area Network (WLAN), Base Area Network (BAN), Base Telephone Infrastructure (BTI), and Multi-Protocol Label Switching (MPLS).

E2IS IPT supports USMC Business Mission Area (BMA) which is a coalition of USMC stakeholders led by USMC HQMC Programs & Resources (P&R) that is developing strategies, policies, and standards as well as information technology (IT) specifications and reference implementations, that enable rapid enterprise-level integration and modernization of Business IT systems, services and data in addition to execution of business process re-engineering and governance activities/frameworks that support overall enterprise business IT portfolio management and rationalization. The IPT provides Cloud Enterprise Engineering Integration Services support to the BMA and other mission area portfolios with the goal of establishing initial operating capabilities in one or more commercial clouds and software as a service (SaaS) in a commercial cloud environment for Business Process Management Software.

Special Operations Communications Systems (SOCS) IPT supports material solutions and service support for 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 System Engineering team will support IPTs and sub-IPTs activities as documented in the requirements section.

1.2 SCOPE

This PWS encompasses all tasks associated with Department of Defense (DoD) systems engineering process across the entire system acquisition lifecycle in support of USMC/SOCOM E2S2 C4I Integrated Project Teams

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(IPTs) in order to provide them with a systems engineering approach to ensure that mission objectives and system criteria requirements are fulfilled in support of the warfighter.

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 two (2) option years. The applicable PWS task(s) associated with each funding CLIN is outlined in Section B and Section G of the RFP. 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. In accordance with (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. For purposes of bidding, the following documents are not exclusive; however, all contractors shall be able to meet those cited IAW this task order.

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. Additional applicable documents may be included in specific task orders.

	Document Number	Title
a.	DoD 5200.2-R	DoD Regulation – Personnel Security Program dtd Jan 87
b.	DoDM 5200.01	DoD Manual – Information Security Program Manual dtd 24 Feb 12
c.	DoDD 5205.02E	DoD Directive – Operations Security (OPSEC) Program dtd 20 Jun 12
d.	DoD 5205.02-M	DoD Manual – Operations Security (OPSEC) Program Manual dtd 3 Nov 08
e.	DoD 5220.22-M	DoD Manual – National Industrial Security Program Operating Manual (NISPOM) dtd 28 Feb 06
f.	DoDI 5220.22	DoD Instruction – National Industrial Security Program dtd 18 Mar 11
g.	DoDI 6205.4	Department of Defense Instruction, Immunization of Other Than U.S. Forces (OTUSF) for Biological Warfare Defense
h.	DoDI 8500.01	DoD Instruction – Cybersecurity dtd 14 Mar 14
i.	DoDI 8510.01	DoD Instruction – Risk Management Framework (RMF) for DoD Information Technology (IT) dtd 12 Mar 14
j.	DoDD 8570.01	DoD Directive – Information Assurance Training, Certification, and Workforce Management dtd 15 Aug 04
k.	DoD 8570.01-M	Information Assurance Workforce Improvement Program dtd 19 Dec 05 with Change 3 dtd 24 Jan 12
l.	SECNAV M-5239.2	DON Information Assurance Workforce Management Manual dtd May 2009
m.	SECNAV M-5510.30	Secretary of the Navy Manual – DoN Personnel Security Program dtd Jun 2006

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	Document Number	Title
n.	SECNAVINST 4440.34	Secretary of the Navy Instruction – Implementation of Item Unique Identification within the DoN, dtd 22 Dec 09
o.	SECNAVINST 5239.3B	DoN Information Assurance Policy, 17 Jun 09
p.	SECNAVINST 5510.30	DoN Regulation – Personnel Security Program
q.	SPAWARINST 3432.1	SPAWAR Instruction – Operations Security (OPSEC) Policy dtd 2 Feb 05
r.	SPAWARINST 4440.12	Management of Operating Materials and Supplies (OM&S), Government Furnished Property (GFP), Contractor Acquired Property (CAP), Property, Plant and Equipment (PP&E), and Inventory
s.	SPAWARINST 5721.1B	SPAWAR Section 508 Implementation Policy, 17 Nov 09
t.	SPAWARSYSCENLANTINST 12910.1A	Space and Naval Warfare Systems Center Atlantic Instruction – Deployment of Personnel and Contractor Employees to Specific Mission Destinations, of 28 Dec 09
u.	NAVSUP P-723	Navy Inventory Integrity Procedures, April 2012
v.	NIST SP 800-Series	National Institute of Standards and Technology Special Publications 800 Series – Computer Security Policies, Procedures, and Guidelines
w.	COMUSFLTFORCOM/COMPACFLTINST 6320.3A	Commander US Fleet Forces Command/Commander US Pacific Fleet Instruction, Medical Screening For US Govt Civilian Employees, Contractor Personnel, and Guests prior to embarking Fleet Units, of 7 May 13
x.	ISO/IEC 15288	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – System Life Cycle Processes
y.	ISO/IEC 12207	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – Software Life Cycle Processes
z.	DoDD 5000.01	DoD Directive – The Defense Acquisition System
aa.	DoDI 5000.02	DoD Instruction – Operation of the Defense Acquisition System

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. Additional applicable documents may be included in specific task orders.

	Document Number	Title
a.	MIL-HDBK-61A	Configuration Management
b.	MIL-STD-130N	DoD Standard Practice – Identification Marking of US Military Property
c.	MIL-STD-881C	Work Breakdown Structure for Defense Materiel Items
d.	MIL-STD-1916	DoD Test Method Standard – DoD Preferred Methods for Acceptance Of Product
e.	DoDI 3020.41	DoD Instruction – Operational Contract Support (OCS), of 20

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	Document Number	Title
		Dec 10
f.	DoDI 4151.19	DoD Instruction – Serialized Item Management (SIM) for Life-Cycle Management of Materiel, 9 Jan 14
g.	DoDI 4161.02	DoD Instruction – Accountability and Management of Government Contract Property, Apr 27,2012
h.	DoDI 8320.04	DoD Instruction – Item Unique Identification (IUID) Standards for Tangible Personal Property, 3 Sep 15
i.	DoDD 5000.01	DoD Directive – The Defense Acquisition System
j.	DoDI 5000.02	DoD Instruction – Operation of the Defense Acquisition System
k.	ISO 9001 (ANSI/ASQ Q9001)	International Organization for Standardization (American National Standard Institute/American Society for Quality) – Quality Management Systems, Requirements
l.	ISO/IEC 12207	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – Software Life Cycle Processes
m.	ISO/IEC 15288	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – System Life Cycle Processes
n.	IEEE Std 12207-2008	Systems and Software Engineering – Software Life Cycle Processes
o.	ANSI/EIA-748A	America National Standards Institute/Electronic Industries Alliance Standard – Earned Value Management (EVM) Systems
p.	HSPD-12	Homeland Security Presidential Directive – Policy for a Common Identification Standard for Federal Employees and Contractors, August 27, 2004
q.	DoDM-1000.13-M-V1	DoD Manual – DoD Identification Cards: ID card Life-Cycle dtd 23 Jan 14
r.	FIPS PUB 201-2	Federal Information Processing Standards Publication 201-2 – Personal Identity Verification (PIV) of Federal Employees and Contractors, August 2013
s.	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
t.	N/A	SSC Atlantic Contractor Checkin portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/Contractor+Checkin
u.	N/A	SSC Atlantic OCONUS Travel Guide portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/OCONUS+Travel+Guide
v.	SPAWARSYSCENLANTINST 12910.1A	Deployment of Personnel and Contractor Employees to Specific Mission Destinations, of 28 Dec 09
w.	IEEE Std 12207-2008	Systems and Software Engineering – Software Life Cycle Processes

2.3 SOURCE OF DOCUMENTS

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

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

Copies of military specifications may be obtained from the Commanding Officer, Naval Supply Depot, 3801 Tabor

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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.

2.3 ACRONYMS

Acquisition Category (ACAT)

Alternative Systems Review (ASR)

Areas of Responsibilities (AORs)

Business Intelligence (BI)

Business Process Execution Language (BPEL)

Business Process Management (BPM)

Business Systems Integration (BSI)

Change Assessment Board (CAB)

Commercial off the Shelf (COTS)

Command, Control, Communications, Computers, Intelligence (C4I)

Command, Control, Communications, Computers, Intelligence, Surveillance, and Reconnaissance (C4ISR)

Common Access Card (CAC)

Common Operating Picture (COP)

Common Tactical Picture (CTP)

Configuration Management (CM)

Contract Data Requirements List (CDRL)

Contracting Officer Representative (COR)

Critical Design Review (CDR)

Cyber Security (CS)

Database administrator (DBA)

Database Design Documents (DDD)

Department of Defense (DoD)

Department of Defense Architecture Framework (DoDAF)

Department of the Navy (DON)

DON Application and Database Management System (DADMS)

Defense Information System Agency (DISA)

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E-Business Suite (EBS)

Emergency Response Systems (ERS)

Engineering Management Meeting (EMM)

Enterprise Engineering Verification Environment (EEVE)

Enterprise Process and Initiatives (EP&I)

Enterprise Resource Planning (ERP)

Enterprise Tech Refresh (ETR)

Fleet Readiness Directorate (FRD)

Full-Rate Production Decision Review (FRP DR)

Full Deployment Decision Review (FDDR)

Government Acceptance Testing (GAT)

Hypertext Transfer Protocol Secure (HTTPS)

In accordance with (IAW)

Information Assurance (IA)

Information Assurance Manager (IAM)

Information Technology (IT)

Information Technology Service Management (ITSM)

Installation Management Office (IMO)

Integrated Master Schedule (IMS)

Integrated Project Team (IPT)

Item Unique Identification (IUID)

Interface Control Documents (ICD)

Information Systems & Infrastructure (IS&I)

Level of Effort (LOE)

Marine Air Ground Task Force (MAGTF)

Marine Air Ground Task Force (MAGTF) IT Support Centers (MITSCs)

Marine Corps Enterprise Network (MCEN)

Marine Corps Network and Infrastructure Services (MCNIS)

Marine Corps Network Operations Support Center (MCNOSC)

Marine Corps Systems Command (MCSC)

Materiel Development Decision (MDD)

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National Agency Check with Local Agency Check and Credit Check (NACLCL)

Next Generation Enterprise Network (NGEN)

Non-compliance events (NCE)

Officer in Charge (OIC)

Oracle Internet Directory (OID)

Performance Work Statement (PWS)

Physical Configuration Audit (PCA)

Plans of Action and Milestone (POAM)

Post Deployment System Support (PDSS)

Pre-Engineering and Manufacturing Development (EMD)

Preliminary Design Review (PDR)

Pre-Production System Support (PSS)

Procedural Language/Structured Query Language (PL/SQL)

Production (PROD)

Production Readiness Review (PRR)

Program Management (PM)

Program Management Office (PMO)

Public Key Infrastructure (PKI)

Quality Review Reports (QRRs)

Quarterly Status Report (QSR)

Responsible, Accountable, Consulted and Informed (RACI)

Reports, Interfaces, Conversions, and Extensions (RICE)

Root Cause Analysis (RCA)

Secure Operational Network Infrastructure Capability (SONIC)

Serena Business Manager (SBM)

Serena Service Manager (SSM)

Service Oriented Architecture (SOA)

Service Request (SR)

Single Sign-On (SSO)

Software Database (SW/DB)

Software Design Descriptions (SDD)

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Software Development Plans (SDP)

Space and Naval Warfare (SPAWAR)

SPAWAR Systems Center (SSC)

Special Operations Command (SOCOM)

Standard Operating Procedure (SOP)

System Functional Review (SFR)

System Requirements Review (SRR)

Systems Engineering Technical Review (SETR)

System/Subsystem Design Descriptions (SSDD)

System Verification Review (SVR)

Task Order (TO)

Technical Program Management (TPM)

United States Marine Corps (USMC)

3.0 PERFORMANCE REQUIREMENTS

The following paragraphs list all required support tasks that will be required during the execution of the task order (TO). The contractor shall provide necessary resources and knowledge to support the listed tasks. The contractor shall support the 16 processes that encompass an effective and efficient SE approach to deliver a capability, from identifying user needs and concepts through delivery and sustainment. The contractor shall support the eight technical management processes which are: decision analysis, technical planning, technical assessment, requirements management, risk management, configuration, management, technical data management, and interface management. The eight technical processes are: requirements management, requirements analysis, architecture design, transition, validation, verification, integration, and implementation.

The contractor shall provide functional and technical expertise supporting a wide range of DoN and DoD Business IT systems. Systems will range from client-server applications, employing interactive and batch processes, to customized web-based solutions, operating in a distributed or standalone environment. The contractor shall only use SSC Atlantic approved tools (DON Application and Database Management System (DADMS)).

Note: In compliance with SPAWARINST 4720.1A – SPAWAR Modernization and Installation Policy, all TO 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 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 SSC Atlantic respective Areas of Responsibilities (AORs) are provided to the SPAWAR Officer in Charge (OIC) or applicable Geographic Lead.

3.1. TASK A: PROGRAM SYSTEMS ENGINEERING SUPPORT

The contractor shall provide program support to the IPT engineering leads with planning, execution, management, monitoring and control activities in support of the requirements of this TO and administrative and technical assistance to program staff and produce associated products (e.g., memoranda, reports, technical, and supporting documentation as specified in the following PWS paragraphs. The contractor shall support engineering risk

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management and the ongoing maintenance, analysis and review of the Engineering Roadmap.

Deliverables:

- a) Meeting Agenda and Minutes (CDRL A001)
- b) Trip Reports (CDRL A001)
- c) Risk Analysis (CDRL A001)
- d) Management Briefings (CDRL A001)
- e) Program/System Planning (CDRL A001)
- f) Briefings for external Test Organizations (CDRL A001)
- g) Integrated Master Schedule (IMS) (CDRL A001)
- h) Cost and Schedule Milestone Plan/Plans of Action and Milestone (CDRL A012)
- i) System Trend Analysis (CDRL A002)
- j) SW/DB Design Review (CDRL A002)
- k) Root Cause Analysis (CDRL A002)
- l) Lessons-Learned (CDRL A002)

3.2. TASK B: TECHNICAL MANAGEMENT PROCESSES SUPPORT

The contractor shall support the technical management processes: decision analysis, technical planning, technical assessment, requirements management, risk management, configuration, management, technical data management, and interface management.

The contractor shall support the program through the Systems Engineering Technical Review (SETR) process required for an MAIS ACAT 1 program: Materiel Development Decision (MDD); Alternative Systems Review (ASR); Milestone A, B, & C; System Requirements Review (SRR); System Functional Review (SFR); Preliminary Design Review (PDR); Pre-Engineering and Manufacturing Development (EMD) Review; Critical Design Review (CDR); System Verification Review (SVR); Production Readiness Review (PRR); Physical Configuration Audit (PCA); Full-Rate Production Decision Review (FRP DR) or Full Deployment Decision Review (FDDR); and Functional Configuration Audit (FCA).

The contractor shall support the development of the documentation and briefs required for the SETR process in support of the all planned and scheduled reviews.

3.2.1 Process Engineering Management

The contractor shall perform process re-engineering activities and then perform implementation, training, post-implementation support for the re-engineering processes. The contractor shall elicit, translate, validate, and model process requirements. The contractor shall provide support to modeling tools to model processes and any supporting sub-processes utilizing approved tools. Artifacts for each process improvement initiative will include a process model, design/requirements specification, Responsibility Assignment Matrix or RASCI (responsible, accountable, supportive, consulted, and informed), and performance metrics for continuous improvement.

The contractor shall provide upgrade support from outdated tooling, software and hardware, to the IPTs by preparing white papers and analysis of alternatives briefs.

3.2.2 Research, Analysis, Planning and Preparation

The Contractor shall research, analyze and translate data into qualitative and quantitative technical requirements to allow for planning and project start-up, including site survey and analysis, identification of requirements, statement of existing systems/equipment/technologies, considerations and comparisons of candidate solutions, recommendations, scheduling and implementation schedule, work breakdown structures, logistics support, and cost.

3.2.3 Integration Management

The Contractor shall perform the analysis require to transition systems and build interfaces. The analysis shall be documented in the format used by the IPT. The contractor shall provide both business and technical analysis, and clearly identify which data elements will maintain as an authoritative data source. The contractor shall align this data to the business processes which create and maintain it assuring notification events can be generated.

Deliverables:

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- a) SETR Documentation (CDRL A002)
- b) Audit Documentation (CDRL A002)
- c) Requirements Documents (CDRL A002)
- d) Logical Design Models and Process Flows (CDRL A002)
- e) RASCI (CDRL A002)
- f) Use Cases (CDRL A002)
- g) Physical Configuration Audit (CDRL A002)
- h) Functional Configuration Audit (CDRL A002)

3.3. TASK C: TECHNICAL MANAGEMENT PROCESSES SUPPORT

The contractor shall support the SE technical processes.

3.3.1 Technical Processes

The contractor shall perform requirements elicitation, analysis, and document the end product requirements for the engineering team. The contractor shall analyze, decompose, and provide a requirements traceability matrix (RTM); ensure all requirements are tracked and traceable (mapped) to test cases, source code, and design documents. The contractor shall support the engineers with modeling of the requirements; developing or updating the architectural design and documentation; development or updating of validation and verification documents; development or updating of integration and implementation documentation.

The Contractor shall support the development of risk analysis reports, system analysis reports, management review and executive management briefings along with program metrics targeting problem areas and predictive analysis.

3.3.2 Transition Support

The contractor shall provide migration and transition support from legacy hosting enclaves to Marine Corps data centers based on program direction. The contractor shall support ongoing program transition efforts, to include the elicitation, translation, validation, and modeling of transition requirements for sustainment activities.

3.3.3 Enterprise Architecture

The contractor shall maintain and develop viewpoints/matrixes of the USMC enterprise, and maintain the information in an IT repository per latest DoDAF guidance. The contractor shall document the operational elements of the organization (e.g., mission, goals, structure, and processes) using modeling techniques. The contractor shall use process modeling and architecture analysis to define, validate, and prioritize requirements. The contractor shall lead, design, and conduct studies and complex analyses to evaluate USMC mission goals, programs, plans and processes, formulating and recommending solutions, and identifying risks and mitigation strategies regarding information and enterprise architectures.

The contractor shall provide guidance on information architecture across USMC with regards to the definition of enterprise architecture policies and guidance, as well as SSC Atlantic policies and procedures. The contractor shall lead and coordinate information architecture efforts to include information organization, access, search, findability, classification, use of semantic technologies, and knowledge management activities across the E2S2 sub-portfolio. The contractor shall also provide expert guidance, and provide studies and complex analyses regarding enterprise information management across multiple locations and delivery mechanisms. The contractor shall employ the methodology and tools of the IPTs.

3.3.4 Requirements Management

The contractor shall provide tooling integration in support of requirements traceability. The contractor shall support negotiations between stakeholders and project teams to ensure requirements are fully negotiated, defined, and prioritized between stakeholders. The contractor shall analyze and decompose requirements change requests under review, and provide requirements traceability matrices (RTM). The contractor shall ensure any changes to requirements during the project lifecycle are managed appropriately, including the review, verification, negotiation, approval, and implementation of approved changes. The contractor shall ensure all changes are tracked and traceable, and provide bidirectional documentation proving all requirements are mapped to test cases, source code, and design. The contractor shall capture the processes in requirements management plans to be reviewed annually, and work with enterprise architecture personnel to ensure all requirements are properly mapped to the system architecture.

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Deliverables:

- a) Requirements Management Plan (CDRL A002)
- b) Requirements Traceability Matrix (CDRL A002)
- c) Risk analysis reports and system analysis reports (CDRL A002)

3.4 TASK D: TOOLS IMPLEMENTATION AND MANAGEMENT

The contractor shall provide tools implementation and management services to the IPTs. The contractor shall support the implementation and configuration of tools. These activities may include the implementation/configuration/ customization of tooling, analysis of alternatives (AOA), the creation and submission of appropriate paperwork for DADMS, management of pilot rollout of new tools, the development of necessary training and communications plans, and ongoing monitoring, support, and optimization of the processes supported by tooling.

The contractor shall support program tooling efforts, identify, and manage points of integration and coordination for tooling support. The contractor shall manage and facilitate tooling and process automation activities for the IPTs, providing direction, oversight, and management of integrated tooling efforts for the program end-to-end lifecycle. The contractor shall implement, administer, maintain, and upgrade existing program tooling (JIRA, Serena Service Manager, Serena Business Manager) in accordance with IPT requirements.

Deliverables:

- a) Tools Roadmap and AOA (CDRL A001)
- b) Tools Management and Support Plan (CDRL A002)

3.5 TASK E. TECHNICAL ENGINEERING GOVERNANCE

The contractor shall support the IPT in developing and implementing a governance structure for technical execution following IPT requirements. The contractor shall establish processes for system enhancements, as well as the definition and implementation of work-plan based activities for software upgrade activities. Additionally, the contractor shall elicit, translate, validate, model, automate, and implement processes for system sustainment activities. The contractor shall provide engineering support to facilitate the technical execution of the project. The contractor shall provide research, task management, work stream orchestration, and the execution of multi-dimensional analyses of alternatives. The contractor shall provide technical risk management capabilities to capture and maintain all project technical risks, to include the identification and implementation of mitigation strategies.

Deliverables:

- a) Governance Model (CDRL A002)
- b). System Trend Analysis (CDRL A002)
- c). Root Cause Analysis (RCA) (CDRL A002)
- d). Lessons-Learned (CDRL A002)

3.6. TASK F: LIFECYCLE ENGINEERING

The contractor will coordinate and support activities related to the Lifecycle Engineering efforts. These efforts are focused on the identification and evaluation of selected technologies to assess their potential impact to the ongoing and future-state development and deployment architectures. The contractor shall work with IPTs' staff to prioritize and manage task execution. The contractor will support the development of necessary documentation and presentation materials relevant to reporting the findings of the lifecycle engineering efforts to the larger E2S2 community.

3.7. TASK G: QUALITY ASSURANCE (QA)

The contractor shall support Quality Assurance (QA) for ensuring a desired level of quality in the development, production, or delivery of products and services to the E2S2 stakeholder following Information Technology Infrastructure Library (ITIL) framework. The contractor shall require Configuration Items (CIs): source code, test readiness documents, data structure design, Structured Query Language (SQL) and Procedural Language SQL

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(PL/SQL) standards, Service Oriented Architecture (SOA) and Business Process Execution Language (BPEL).

Deliverables:

- a) Quality Review Reports (QRRs) (CDRL A015)
- b) Quality metrics data compiled to support quality metrics databases, management reviews and executive management briefings, as well as test plans (CDRL A015)
- c) Quality Assurance Reports (QARs) (CDRL A015)

3.8. TASK H: SOFTWARE AND APPLICATION DEVELOPMENT SUPPORT:

The contractor shall follow the ITIL framework to support design and development activities with an ITSM approach. USMC programs utilize an Oracle Enterprise Resource Planning (ERP) system, also known as E-Business Suite (EBS) with reports, interfaces, conversions, and extensions (RICE).

Support shall be provided for problem management to include: creation of change tickets, trouble ticket investigation, root cause analysis, Level of Effort (LOE) analysis, and RICE impact assessments.

The contractor shall support software development quality reviews: unit-level testing; regression testing; code reviews, and documentation reviews. The contractor shall performed structured query language (SQL) and procedural language SQL (PL/SQL) standards; Service Oriented Architecture (SOA) and Business Process Execution Language (BPEL) methodology; Database Administration; Oracle Application Database Administration (Apps-DBA); Interface Middleware; Oracle Fusion Middleware; Data Archiving/ Warehousing; Oracle eBusiness Suite; Java/JRE; Oracle Forms and Reports; Workflow management; Steelhead Mobile Controller; and Riverbed Steelhead Appliance (RSA).

3.8.1 Software Engineering

The contractor shall document the software development plan (SDP) (CDRL A003) to support the unique software requirements for this task order/project. The IPT will identify specific SDP project requirements. The SDP shall meet the criteria specified in the CDRL DD1423 using IEEE Std 12207-2008.

Deliverables:

- a) System/Subsystem Design Descriptions (SSDD) (CDRL A004)
- b) Database Design Documents (DDD) (CDRL A004)
- c) Software Development Plans (SDP) (CDRL A003)
- d) Software Design Descriptions (SDD) (CDRL A004)
- e) Interface Control Documents (ICD) (CDRL A002)
- f) Design/Develop Engineering Plans and Procedures (CDRL A002)
- g) Source Code (CDRL A005)
- h) Engineering Documents (CDRL A002)
- i) Document Review Reports (CDRL A002)

3.9. TASK I: AGILE GOVERNANCE AND INTEGRATION

The contractor shall provide Agile Coaching and Facilitation to include:

- a. Facilitation of Release Planning, Sprint Planning, Sprint Reviews, and Retrospectives
- b. Organization of Scrum Teams, and Scrum of Scrum Teams for program level coordination
- c. Integrated coordination and leadership among Scrum Teams
- d. Coordination among Scrum Masters and Product Owners
- e. Determination of appropriate Agile methods for each team, i.e., Sprint-based Scrum Teams or Kanban-based team task management

The contractor shall provide program performance metrics for backlog and backlog grooming processes. The contractor shall work with the IPTs to generate a release schedule encompassing all aspects of the program lifecycle. The contractor shall support the implementation and management of multiple Agile Lifecycle

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Management (ALM) tools, to include the ability to migrate between multiple software tools and enclaves. The contractor shall use standard tools to track the migration between multiple software tools and enclaves and develop reporting to provides performance metrics by:

- a. Sprint development by Scrum Teams
- b. Kanban-style progress boards for non-Sprint based tasking
- c. Aggregation of metrics from multiple tools
- d. Demonstration of metrics in single platform

The contractor shall provide Agile Training to IPT program personnel for program teams, team members, Scrum Masters, Product Owners, and Proxy Product Owners.

3.10 TASK J: INFRASTRUCTURE AS A SERVICE (IAAS)

The contractor shall provide support on design of networking using cloud services, which may include providing guidance on configurations, IP addressing, subnets, network address translation rules, access control list's, virtual private networks, and direct connect and security groups with respect to cloud services. Conduct a cloud essentials workshop to advise customer on general best practices for architecting on GovCloud (US) and DoD Impact Level 4 Services, which may include general best practices applicable to the Customer's identified use case(s) on cloud services. 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.

3.11 TASK K: TASK ORDER ADMINISTRATION

In accordance with the requirements of this task order PWS, the contractor shall develop and submit documentation (see CDRL under Para 12.1.1) for TO administration. Deliverables include:

- a). Task Order Status Report (TOSR) (CDRL A006)
- b). Task Order Closeout Report (CDRL A007)
- c). Cyber Security Workforce (CSWF) Report (CDRL A008)
- d). Contractor Manpower Quarterly Status Report (QSR) (CDRL A009)
- e). Invoice Support Documentation (CDRL A010)
- f). Limitation Notification & Rationale (CDRL A011)
- g). Contractor CPARS Draft Approval Document (CDAD) Report (CDRL A013)

3.11.1 Cybersecurity/Information Assurance

Cybersecurity (also known as Information Assurance (IA)) includes tasks which the contractor shall protect and defend information and information systems by ensuring their availability, integrity, authentication, confidentiality, and non-repudiation. This includes providing for restoration of information systems by incorporating protection, detection, and reaction capabilities.

3.11.2 Cybersecurity Personnel

(a) In accordance with DFAR clause 252.239-7001, DoDD 8570.01 and SECNAV M-5239.2, contractor personnel performing cybersecurity functions shall meet all cybersecurity training, certification, and tracking requirements as cited in DoD 8570.01-M prior to accessing DoD information systems.

(b) The contractor shall be responsible for tracking and reporting cybersecurity personnel, also known as Cyber Security Workforce (CSWF). See PWS Para 5.2.1.4 for CSWF Report (CDRL A008) requirements. Although the minimum frequency of reporting is monthly, the task order can require additional updates at any time.

3.11.3 Design Changes

The contractor shall ensure any equipment/system installed or integrated into Navy platform shall meet the cybersecurity requirements as specified under DoDI 8500.01.

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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 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 NMCI environment where available.

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

4.1.5 Follow SECNAVINST 5239.3B 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 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. Software requirements will be specified after TO award.

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

4.3 SECTION 508 COMPLIANCE

The contractor shall ensure that all software recommended, procured, and/or developed is compliant with Section 508 of the Rehabilitation Act of 1973, 26 CFR Part 1194 and pursuant to SPAWARINST 5721.1B 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 service personnel for maintenance, repair or occasional monitoring of equipment.

4.4. SOFTWARE DEVELOPMENT/MODERNIZATION AND HOSTING

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The contractor shall ensure all programs utilizing this task order for software development/ modernization (DEV/MOD), including the development of IT tools to automate SPAWARSSYSCEN Atlantic business processes, shall be compliant with DON Information Management/Information Technology (DON IM/IT) Investment Review Process Guidance requirements. Contractors shall neither host nor develop IT tools to automate SPAWARSSYSCEN Atlantic business processes unless specifically tasked within the task order. IT tools developed to automate SPAWARSSYSCEN Atlantic business processes shall be delivered with full documentation (CDRL A004) and source code (CDRL A005) to allow non-proprietary operation and maintenance by any source. The contractor shall ensure all programs are submitted with proof of completed DEV/MOD certification approval from the appropriate authority in accordance with DON policy prior to TO award. (DITPR-DON Update) *Note must be listed on Investment Review Board (IRB) approved list.

5.0 CONTRACT ADMINISTRATION

Contract Administration is required for all task orders; it provides the government a means for contract 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 CONTRACT 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). The contractor PM, located in the contractor's facility, shall ultimately be responsible for ensuring that the contractor's performance meets all government contracting requirements within cost and schedule. PM shall have the requisite authority for full control over all company resources necessary for task order performance. The PM shall have authority to approve task order proposals or 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, unless otherwise directed at the task order level, periodic meetings with the COR.

5.2 CONTRACT 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) award or modification. Prior to task order award, the contractor shall be responsible for providing any required support documentation in a timely manner so as to not disrupt the TO award process. 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 award or modification. *NOTE: Directly billing to a TO prior to TO award is prohibited.*

5.2.1 Contract Administration Documentation

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

5.2.1.1 Task Order Status Report (TOSR)

The contractor shall develop a Task Order Status Reports (CDRL A006) shall be developed and submitted monthly, as cited in the requirements of the task order. The prime shall be responsible for collecting, integrating, and reporting all subcontractor reports. The TOSR include the following variations of reports:

(a) Monthly TOSR – the contractor shall develop and submit a 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 a Staffing Plan (**Attachment 1**), Personnel Listing (**Attachment 2**), and Government Furnished Property (GFP) Template (**Attachment 3**) necessary for additional data collection. The initial report shall include a projected Plan of Action and Milestones (POA&M) (CDRL A012). More complex TOs shall require an updated Earned Value Management report. The monthly

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status report shall, include the following items and data:

1. Percentage of work completed
2. Percentage of funds expended per ship/sub/shore command and system
3. Updates to the POA&M and narratives to explain any variances
4. If applicable, notification when obligated costs have exceeded 75% of the amount authorized

(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 shall reflect real-time balances. Report shall 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 POA&M and narratives to explain any variances
4. List of personnel (by location, security clearance, quantity)
5. Most current GFP and/or CAP listing

5.2.1.2 Task Order Closeout Report

The contractor shall develop a task order (TO) closeout report (CDRL A007) 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 Cybersecurity Workforce (CSWF) Report

DoD 8570.01-M and DFAR's PGI 239.7102-3 have promulgated that contractor personnel shall have documented current Cybersecurity certification status within their task order. The contractor shall develop, maintain, and submit a CSWF Report (CDRL A008) monthly or at the task order level. IAW clause DFARS 252.239-7001, if cybersecurity support is provided, the contractor shall provide a Cyber Security Workforce (CSWF) list that identifies those individuals who are IA trained and certified. Utilizing the format provided in CSWF CDRL Attachment 1, the prime contractor shall be responsible for collecting, integrating, and reporting all subcontractor personnel. See applicable DD Form 1423 for additional reporting details and distribution instructions. Contractor shall verify with the COR or other government representative the proper labor category cybersecurity designation and certification requirements.

5.2.1.4 Contractor Manpower Reporting

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

(a) Contractor Manpower Quarterly Status Report (QSR)

The contractor shall provide a Contractor Manpower Quarterly Status Report (CDRL A009) shall be provided to the government four times throughout the calendar year. Required by SPAWARSYSCEN Atlantic for all active TOs (regardless if fixed-price or cost type), the Manpower report itemizes specific TO administrative data for SPAWARSYSCEN Atlantic. Reporting period begins at the time of TO award. Utilizing the format provided in QSR CDRL **Attachment 1**, the contractor shall collect required data throughout the specified performance period and shall submit one cumulative report on the applicable quarterly due date. See applicable DD Form 1423 for additional reporting details and distribution instructions. The following table lists the pre-set submittal due dates and the corresponding performance periods:

#	QUARTERLY DUE DATE	PERFORMANCE PERIOD
1	15 January	1 October – 31 December
2	15 April	1 January – 31 March

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3	15 July	1 April – 30 June
4	15 Oct	1 July – 30 September

(b) Enterprise-wide Contractor Manpower Reporting Application

In addition to the QSR CDRL reporting requirements noted above and 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;
- (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/>.

5.2.1.5 WAWF Invoicing Notification and Support Documentation

Pursuant to DFARS clause 252.232-7003 and 252.232-7006, the contractor shall submit payment requests and receiving reports using DoD Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) application (part of the Wide Area Work Flow (WAWF) e-Business Suite) which is a secure government Web-based system for electronic invoicing, receipt, and acceptance. 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. In accordance with local clause 5252.216-9210, 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 A011) 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. The contractor shall forward copies of invoices to the COR within 24 hours after submittal of iRAPT /WAWF payment request.

5.2.1.6 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 (see TOSR CDRL 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 \$165.00/hour and the individual's rate was not disclosed in pre-award of the TO, the contractor shall send notice and rationale (CDRL A010) 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 and/or actual hours in any given period of performance are less than or equal to 500 labor hours, the labor category is excluded from the required CDRL notification regardless if an individual within that labor category exceeds the threshold.

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(b) Average actual labor rates (total actual fully burdened labor costs “divided by” total number of hours 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 15%, the contractor shall send notice and rationale (CDRL A010) 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 15% 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.

5.2.1.7 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 A011) 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).

5.2.1.8 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. When providing services, the prime contractor shall perform at least 50% of the total TO labor cost. When providing supplies (other than procurement from a non-manufacturer of such supplies), the prime contractor shall perform work for at least 50% of the cost of manufacturing the supplies, not including the cost of material. To ensure compliance with clause 52.219-14, the contractor shall develop and submit a Limitation of Subcontracting Report (LSR) (CDRL A014) 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/or request copies of any supporting documentation. If the prime contractor’s total labor cost is under 50% at either the contract and/or TO level, the contractor shall annotate in the LSR the deficiency and include an explanation addressing why the contractor is non-compliant and if the contract/TO is not complete how the prime contractor intends to rectify the deficiency.

5.3 CONTRACT ORGANIZATIONAL CONFLICT OF INTEREST (OCI)

Due to the type of work performed, there are organizational conflict of interest clauses that are applicable to this TO. The TO shall follow the restrictions as cited in 5252.209-9201.

5252.209-9201 ORGANIZATIONAL CONFLICT OF INTEREST (SYSTEMS ENGINEERING) (DEC 1999)

(a) This contract provides for systems engineering and related technical support for IPTs, SOCS, PMM 110, and PMM 110. The parties recognize that by the Contractor providing this support, a potential conflict of interest arises as defined by FAR 9.505-1.

(b) For the purpose of this clause, the term “contractor” means the contractor, its subsidiaries and affiliates, joint ventures involving the contractor, any entity with which the contractor may hereafter merge or affiliate, and any other successor of the contractor.

(c) During the term of this contract and for a period of one year after completion of this contract, the Contractor agrees that it will not supply (whether as a prime contractor, subcontractor at any tier, or consultant to a supplier) to the Department of Defense, any product, item or major component of an item or product, which was the subject of the systems engineering and/or technical direction in support of IPTs, SOCS, PMM 111, and PMM 110 performed under this contract. The contractor shall, within 15 days after the effective date of this contract, provide, in writing, to the Contracting Officer, a representation that all employees, agents and subcontractors

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involved in the performance of this contract have been informed of the provisions of this clause. Any subcontractor that performs any work relative to this contract shall be subject to this clause. The contractor agrees to place in each subcontract affected by these provisions the necessary language contained in this clause.

(d) The Contractor further agrees that it will not perform engineering services and technical support of the type described in the SOW for any product it has designed, developed, or manufactured in whole or in part. The Contractor further agrees to notify the Contracting Officer should it be tasked to conduct engineering and technical support on such products and to take no action until directed to do so by the Contracting Officer.

(e) The Contractor acknowledges the full force and effect of this clause. It agrees to be bound by its terms and conditions and understands that violation of this clause may, in the judgment of the Contracting Officer, be cause for Termination for Default under FAR 52.249-6. The Contractor also acknowledges that this does not represent the sole and exclusive remedy available to the Government in the event the Contractor breaches this Organizational Conflict of Interest clause.

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 A001) to help track cost expenditures against performance.

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 A015) 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/or subcontractor's quality system or portions thereof when the quality system(s) fails to meet contractual requirements at either the program or worksite services level. The Government reserves the right to participate in the process improvement elements of the contractor's quality assurance plan 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 management processes. The contractor shall use best industry practices including, ISO/IEC 15288 for System life cycle processes and ISO/IEC 12207 for Software life cycle processes. The contractor shall also support and/or

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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 A015) shall include any of the following:

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

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

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 (CDRL A012) submitted 10 days after Task Order award, and Contractor CPARS Draft Approval Document (CDAD) Report (CDRL A013) 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.

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CDRL #	Description	PWS Ref. Para.	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A001	Program Management Reports, General	3.1, 3.4, 5.4	ASREQ	IAW IMS & POM&A	Unclassified
A001	Integrated Master Schedule (IMS)	3.1	One time with revisions (ONE/R)	NLT 10 DATO; revision NLT 7 days after receipt of govt review	Unclassified
A002	Technical/Analysis Reports, General	3.1, 3.2.3, 3.3.4, 3.4, 3.5, 3.8.1	ASREQ	IAW IMS & POM&A	Unclassified
A003	Software Developmental Plan (SDP)	3.8.1	One time with revisions (ONE/R)	30 DATO; revision NLT 7 days after receipt of gov review	Unclassified
A004	Software Documentation/ Programmer's Guide	3.8.1, 4.4	ONE/R	14 days before completion of TO; revision NLT 7 days after receipt of gov review	Unclassified
A005	Source Code	3.8.1, 4.4	ONE/R	14 days before completion of TO; revision NLT 7 days after receipt of gov review	Unclassified
A006	Task Order Status Report (TOSR)	3.11, 5.2.1.1, 8.1.2	MTHLY	30 DATO and monthly on the 10 th	Unclassified
A007	Task Order Closeout Report	3.11, 5.2.1.2, 11.5	1TIME	NLT 15 days before completion date	Unclassified
A008	Cyber Security Workforce (CSWF) Report	3.11, 3.11.2, 5.2.1.3, 8.1.2	MTHLY	30 DATO and monthly on the 10 th	Unclassified
A009	Contractor Manpower Quarterly Status Report (QSR)	3.11, 5.2.1.4	QRTLY	15 Jan, 15 Apr, 15 Jul, & 15 Oct	Unclassified
A010	Invoice Support Documentation	3.11, 5.2.1.6	ASREQ	Within 24 hrs from request	Unclassified
A011	Limitation Notification & Rationale	3.11, 5.2.1.5, 5.2.1.7	ASREQ	Within 24 hrs from request	Unclassified
A012	Cost and Schedule Milestone Plan/ Plan of Action and Milestones (POA&M)	3.1, 5.2.1.1, 6.5	One time with revisions (ONE/R)	NLT 10 DATO; revision NLT 7 days after receipt of govt review	Unclassified

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CDRL #	Description	PWS Ref. Para.	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A013	Contractor CPARS Draft Approval Document (CDAD) Report	3.11, 6.5	MTHLY	30 DATO and monthly on the 10 th	Unclassified
A014	Limitation of Subcontracting Report (LSR)	5.2.1.8	QRTLY	NLT 105 DATO and every third month on the 10 th	Unclassified
A015	Quality Documentation	3.7, 6.1, 6.4	ASREQ	IAW IMS & POM&A	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 SPAWARSYSCEN Atlantic corporate standard software configuration as specified below. Contractor shall conform to SPAWARSYSCEN 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
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 (CALs 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).

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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.
- (c) Sanitize media (e.g., overwrite) before external release or disposal.
- (d) Encrypt all information that has been identified as controlled unclassified information (CUI) when it is stored on mobile computing devices such as laptops and personal digital assistants, or removable storage media such as portable hard drives and digital optical disks, using DoD Authorized Data-at-Rest encryption technology. NOTE: Thumb drives are not authorized for DoD work, storage, or transfer. Use GSA Awarded DAR solutions (GSA # 10359) complying with ASD-NII/DOD-CIO Memorandum, "Encryption of Sensitive Unclassified Data-at-Rest on Mobile Computing Devices and Removable Storage." The contractor shall ensure all solutions meet FIPS 140-2 compliance requirements.
- (e) Limit information transfer to subcontractors or teaming partners with a need to know and a commitment to at least the same level of protection.
- (f) Transmit e-mail, text messages, and similar communications using technology and processes that provide the best level of privacy available, given facilities, conditions, and environment. Examples of recommended technologies or processes include closed networks, virtual private networks, public key-enabled encryption, and Transport Layer Security (TLS). Encrypt organizational wireless connections and use encrypted wireless connection where available when traveling. If encrypted wireless is not available, encrypt application files (e.g., spreadsheet and word processing files), using at least application-provided password protection level encryption.
- (g) Transmit voice and fax transmissions only when there is a reasonable assurance that access is limited to authorized recipients.
- (h) Do not post DoD information to Web site pages that are publicly available or have access limited only by domain or Internet protocol restriction. Such information may be posted to Web site pages that control access by user identification or password, user certificates, or other technical means and provide protection via use of TLS or other equivalent technologies. Access control may be provided by the intranet (vice the Web site itself or the application it hosts).
- (i) Provide protection against computer network intrusions and data exfiltration, minimally including the following:
 - 1. Current and regularly updated malware protection services, e.g., anti-virus, anti-spyware.
 - 2. Monitoring and control of inbound and outbound network traffic as appropriate (e.g., at the external boundary, sub-networks, individual hosts) including blocking unauthorized ingress, egress, and exfiltration through technologies such as firewalls and router policies, intrusion prevention or detection services, and host-based security services.
 - 3. Prompt application of security-relevant software patches, service packs, and hot fixes.
- (j) 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).

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(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 (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/or 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 an attachment to the Task Order Status Report (TOSR) **Attachment 1** (CDRL A006). FSO shall also update and track CSWF data (CDRL A008).

8.2 PERSONNEL

The contractor shall conform to the security provisions of DoDI 5220.22/DoD 5220.22M – National Industrial Security Program Operating Manual (NISPOM), SECNAVINST 5510.30, DoD 8570.01M, 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 National Agency Check with Inquiries (NACI), National Agency Check with Law and Credit (NACLC), or Single Scope Background Investigation (SSBI) and favorable Federal Bureau of Investigation (FBI) fingerprint checks. Investigations are not necessarily required for personnel performing unclassified work who do not require access to government installations/facilities, government IT systems and IT resources, or SPAWARSSYSCEN Atlantic information. *Cost to meet these security requirements is not directly chargeable to task order.*

NOTE: A favorable background determination is determined by a National Agency Check and Inquiries (NACI) investigation and favorable Federal Bureau of Investigation (FBI) fingerprint checks. If a final determination is made that an individual does not meet or cannot maintain the minimum fitness standard, the individual shall be permanently removed 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," the individual shall be removed 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 TO.

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,

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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 (to be identified at task order level) 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.

(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 clause 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 contract 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. Contractors shall submit valid paper work (e.g., site visit request, request for picture badge, and/or SF-86 for Common Access Card (CAC)) to the applicable government security office via the TO COR. The contractor's appointed Security Officer, which is required in clause 5252.204-9200, 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)

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- individual requires both access to a DoD facility and access to DoD network on site or remotely, or (c) individual requires remote access to DoD networks that use only the CAC logon for user identification.
2. verification of DoD affiliation from an authoritative data source – CAC eligible personnel must be registered in the Defense Enrollment Eligibility Reporting Systems (DEERS) through either an authoritative personnel data feed from the appropriate Service or Agency or Trusted Associated Sponsorship System (TASS) (formally Contractor Verification System (CVS)).
 3. completion of background vetting requirements according to FIPS PUB 201-2 and DoD Regulation 5200.2-R, 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 SPAWARSYSCEN Atlantic Security Office to obtain the latest CAC requirements and procedures.
 4. verification of a claimed identity – all contractor personnel shall present two forms of identification in its original form to verify a claimed identity. The identity source documents must come from the list of acceptable documents included in Form I-9, OMB No. 115-0136, Employment Eligibility Verification. Consistent with applicable law, at least one document from the Form I-9 list 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 SPAWARSYSCEN 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 SPAWARSYSCEN 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 SPAWARSYSCEN 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 SPAWARSYSCEN Atlantic contractor personnel requiring or possessing a government badge and/or CAC for facility and/or IT access shall have a SPAWARSYSCEN Atlantic government sponsor and be in compliance with the most current version of Contractor Check-in and Check-out Instruction and Forms as posted on the Command Operating Guide (COG) website. At TO award throughout TO completion, the contractor shall provide necessary employee information and documentation for employees hired, transferred, and/or 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 SPAWAR 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

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the position to adversely impact DoD missions or functions. As defined in DoD 5200.2-R, 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 DoD 5200.2-R, Appendix 10).

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 Project Manager or 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 SPAWARSSYSCEN Atlantic Security Office, processed by the OPM, and adjudicated by DOD 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 CNO.

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/NACLIC). 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. 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, etc.

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.

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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: “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.

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, as a minimum, cover OPSEC as it relates to contract 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 SPAWAR TOs.

8.3.3 SPAWARSYSCEN Atlantic OPSEC Program

Contractor shall participate in SPAWARSYSCEN Atlantic OPSEC program briefings and working meetings as required, 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.

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

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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

No government facilities (i.e., office space, computer hardware/software, or lab space) shall be provided on this TO.

10.0 CONTRACTOR FACILITIES

A significant portion of task orders issued under this task order require close liaison with the government. The contractor shall be prepared to establish a local facility within a thirty (30) mile radius of SPAWARSCEN Atlantic. Close proximity allows for proper task order administration duties. The contractor's facility is not necessary for the exclusive use of this task order and can be utilized on a shared basis. The contractor's local facility shall include sufficient physical security to protect government assets. The contractor's facility shall meet all location requirements to perform work requirements within 30 days after contract award. Facility space shall include offices and conference rooms.

11.0 CONTRACT PROPERTY ADMINISTRATION

No government property shall be provided or acquired on this TO or any subsequent task orders, if applicable.

11.1 PROPERTY TYPES

TO property is either intangible (i.e., intellectual property and software IAW 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 TO. 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.).

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 contract includes both Government-furnished property (GFP) and contractor-acquired property (CAP) but does not include intellectual property (such as, GFI) and software. No Government Property (GP) on this task order.

11.1.2.1. Government-furnished Property (GFP)

As defined in FAR Part 45, Government-furnished property (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. No Government-furnished property (GFP) is to be utilized on this task order.

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11.1.2.2 Contractor-acquired Property (CAP)

As defined in FAR Part 45, Contractor-acquired property (CAP) is property acquired, fabricated, or otherwise provided by the contractor for performing a contract and to which the Government has title but has not yet performed receipt and acceptance. CAP consists of Contractor Acquired Equipment (CAE) which includes Property, Plant and Equipment (PP&E), Contractor Acquired Material (CAM) which includes Operating Material and Supplies (OM&S), Special Tooling (ST), and Special Test Equipment (STE). No Contractor-acquired Property (CAP) is to be utilized 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 KO 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 TO's property requirements.

11.2.3 Property Transfer between Government and Contracts

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 in the task order. Per DoDI 4161.02, the government will utilize electronic transaction when transferring GFP to the contractor (specified by TO number) and upon return of the property to the government. The contractor shall use Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) (an application within WAWF) to receipt property transfer; when iRAPT is not available, the contractor may use with COR concurrence the Defense Logistics Management System (DLMS) standard logistics transaction set 527R to provide materiel receipt acknowledgement. The contractor shall cite the applicable contract number for each item to properly track property shipments.

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 COMSEC Material Report (SF153).

11.2.4 GFP Tagging and Item Unique Identification (IUID) Registry

Pursuant to DFARS clause 252.245-7001, contractor shall tag, label, or mark all serially managed GFP items not previously tag, labeled, or marked. In accordance with DFARS clause 252.211-7007 (revised Aug 2012), the contractor shall ensure applicable Government Furnished Property (GFP) is identified in the DoD Item Unique Identification (IUID) Registry and its integral GFP Repository; see DoDI 4151.19 for instructions concerning serialized items.

11.2.5 Government Property Records

In accordance with 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.

11.3 GOVERNMENT PROPERTY TRANSFERRING ACCOUNTABILITY

Government property 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

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contracts/task orders. Contractor shall ensure they have all necessary documentation required for authorized transfer of property from one contract/task order to another. Transfer documentation shall specify the type, quantity, and acquisition cost of each item being transferred.

11.4 GOVERNMENT PROPERTY LOST OR DAMAGED ITEMS

Contractor shall promptly report to the COR and KO all lost and/or 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 TO, 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 A007). At the time of the Contractor's regular annual inventory, the Contractor will 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 TO'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

In addition to complying to clause 5252.223-9200 Occupational Safety and Health Requirements, 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 estimating purposes, it is anticipated that the travel requirements noted below shall be required. The proposed estimated Travel cost cannot exceed the not-to-exceed (NTE) value cited in the applicable pricing model. The majority of the work under this TO shall be performed at SSC Atlantic (Contractor and Government facilities). Travel shall be performed in accordance with clause 5252.231-9200. For

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estimating purposes, it is anticipated that the following travel requirements noted below shall be required. The proposed estimated travel cost cannot exceed the not-to-exceed (NTE) value cited in the applicable pricing model. Travel outside the local region is anticipated and will include USMC bases CONUS. Local travel is reimbursed only from the prime vendor facility to MCSC. Any authorized CONUS travel will be reimbursed in accordance with the JTR. The travel estimates are the same for the base year and all options.

Origin	Destination	# of Trips	# of Travelers	Days	Nights
IPT #1					
Charleston SC	Stafford VA	3	1.00	5.00	6.00
Charleston SC	Quantico, VA	2	1.00	5.00	6.00
Charleston SC	Stafford VA	1	2.00	5.00	4.00
Charleston SC	Quantico, VA	1	2.00	5.00	4.00
Charleston SC	Mechanicsburg, PA	1	1.00	5.00	6.00
Charleston SC	Albany, GA	1	1.00	5.00	6.00
Charleston SC	Reston, VA	1	1.00	5.00	4.00
Charleston SC	New Orleans, LA	1	1.00	5.00	4.00
IPT #2					
Charleston SC	Stafford VA	2	1.00	5.00	6.00
Charleston SC	Stafford VA	2	2.00	5.00	4.00
Charleston SC	Quantico, VA	2	1.00	5.00	6.00
Charleston SC	Quantico, VA	1	2.00	5.00	4.00
Charleston SC	Mechanicsburg, PA	2	1.00	5.00	6.00
Charleston SC	Camp Lejeune, NC	2	1.00	5.00	6.00
Charleston SC	Camp Pendleton, CA	3	1.00	5.00	4.00
Charleston SC	Honolulu, HI	2	1.00	5.00	4.00
Charleston SC	Kansas City, Kansas	4	1.00	5.00	4.00
Charleston SC	29 Palms	2	1.00	5.00	4.00
IPT #3					
Charleston SC	Stafford VA	3	1.00	5.00	6.00
Charleston SC	Quantico, VA	1	1.00	5.00	6.00
Charleston SC	Stafford VA	1	2.00	5.00	4.00
Charleston SC	Quantico, VA	2	2.00	5.00	4.00
Charleston SC	Mechanicsburg, PA	1	1.00	5.00	6.00
IPT #4					
Charleston SC	Stafford VA	2	1.00	5.00	6.00
Charleston SC	Quantico, VA	2	1.00	5.00	6.00
Charleston SC	Stafford VA	1	2.00	5.00	4.00
Charleston SC	Quantico, VA	2	2.00	5.00	4.00
Charleston SC	New Orleans, LA	1	1.00	5.00	4.00
Pascagoula, MS	Charleston SC	3	1.00	5.00	4.00
Pascagoula, MS	Quantico, VA	1	1.00	5.00	4.00
Charleston SC	29 Palms	2	2.00	5.00	4.00

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15.0 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.

16.0 TRANSPORTATION OF EQUIPMENT/MATERIAL

No transportation of equipment/material is required by the contractor on this TO. For estimating purposes, it is anticipated that the transportation cost of equipment/material will be incidental to the job. The proposed estimated transportation cost cannot exceed the not-to-exceed (NTE) value cited in the applicable pricing model.

17.0 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), **Attachment 1**.

18.0 OTHER CONDITIONS/REQUIREMENTS

18.1 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.

18.2 EXTENDED HOURS. Work under this order will be done during normal working hours when practical. However, due to operational requirements, schedules, and the availability of required resources and/or downtime of those resources, 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

18.3 FUNDING ALLOCATION

This TO is funded with multiple appropriations with various Accounting Classification Reference Numbers (ACRNs) which may or may not cross multiple contract performance years. Depending on the services performed and the applicable timeframe, the contractor shall invoice cost in accordance with Section B, Section C, and Section G of the 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.

LIST OF ATTACHMENTS

Attachment 1 – Quality Assurance Surveillance Plan (QASP)

Attachment 2 -- CDRLs - DD FORM 1423

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

(a) Personnel assigned to or utilized by the Contractor in the performance of this TO shall 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. If the offeror does not identify the labor categories listed below by the same specific title, then a cross-reference list should be provided in the offeror's proposal identifying the difference.

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

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

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

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

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. To receive credit for a Master and Doctorate, all degrees shall come from an institution that has been regionally accredited by one of the six associations: MSA, NASC, NCA, NEASC, SACS, and WASC.

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

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

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

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

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

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

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

8. –Applicable for IA/IW Labor Categories: Contractor personnel supporting IA functions shall be certified prior to performing IA related work and be in full compliance with DoD 8570.1-M and DoDD 8570.1. This includes personnel being certified/accredited at the appropriate levels of IAT I-III and IAM I-III as appropriate. This will be verified by the contracting officer who will ensure that contractor personnel are entered in to the Defense Eligibility Enrollment System (DEERS) or other appropriate database. Contractor personnel not certified IAW DoD 8570 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 an employee 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, Contract personnel shall be required to meet vendor/platform certification.

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

1. Program Manager

Education: BS degree in Electrical/ Electronic/ Computer/Mechanical/Industrial Engineering, Physics, Computer Science, Mathematics, Management Information Systems, OR (2) a Master's degree in Business Administration and the individual must have completed 50% of core curriculum towards a BS Degree in one of the majors cited above; OR (3) the individual is a graduate of the Defense Systems Management College (DSMC) with a Master's degree in a non-engineering discipline.

Experience: Fifteen (15) years of technical experience in a management position that requires dealing with Communications, Information Technology, and related C4ISR systems to include recent experience in the acquisition, software development, and life cycle support. Eight (8) years of Program Management experience, to include: Technology Assessments, Systems Design, Systems Analysis, Programmatic Support, Acquisition Planning, and Budget Planning. Five (5) years as manager supervising, directing, reviewing and coordinating work performed by other supervisory contractor staff while maintaining effective liaison with Government technical and contracting personnel and maintaining knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

2. Engineer/Scientist 5

Education: Bachelor of Science Degree in Electrical/ Electronic/ Computer /Software Engineering, Physics, or Computer Science from an accredited College or University. Software Engineer only: Completed the following certifications within one and a half year of 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: Fifteen (15) years of experience in DoD C4ISR systems, or information technologies to include: Technology Analysis and Assessment, Design Definition, Development of Systems

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Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. Recognized as an expert in DoD C4ISR systems, or information technologies. Five years of experience must be related to DoN/DoD C4ISR Systems. The experience should include performing engineering work and applied research, development, and interface design and test of new products and technologies. Recognized as an expert of task specific project. Note: Experience may be concurrent.

3. Engineer/Scientist 4

Education: Bachelor of Science Degree in Electrical/ Electronic/ Computer /Software Engineering, Physics, or Computer Science from an accredited College or University.

Software Engineer only: Working towards the following certifications within one and a half year of 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: Ten (10) years of experience in DoD C4ISR systems, or information technologies to include: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. Five (5) years of technical experience in support of DoD C4ISR systems, environmental or information technologies.

4. Engineer/Scientist 3

Education: Bachelor of Science Degree in Electrical/ Electronic/ Computer /Software Engineering, Physics, or Computer Science from an accredited College or University.

Software Engineer only: Working towards the following certifications within one and a half year of 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: Six (6) years of experience in DoD C4ISR systems, or information technologies to include: Systems Analysis, Systems Architecture, Systems/Equipment Support, Test and Evaluation, and Logistics support of C5ISR requirements. Three (3) years of technical experience in support of DoD C4ISR systems, or information technologies.

5. Subject Matter Expert (SME) 5

Education: Technical Training in DoD C4ISR systems.

Experience: Eighteen (18) years of hands-on experience with C4ISR systems to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated leadership in C4ISR systems development, logistics support, and test and evaluation.

6. Subject Matter Expert (SME) 4

Education: Technical Training in DoD C4ISR systems.

Experience: Fifteen (15) years of hands-on experience with C4ISR systems to include three (3) of the

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following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated who has demonstrated industry and public service leadership in DoD C4ISR systems, environmental or information technologies.

7. Subject Matter Expert (SME) 3

Education: Technical Training in DoD C4ISR systems.

Experience: Twelve (12) years of hands-on experience with C4ISR systems to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated who has demonstrated industry and public service leadership in DoD C4ISR systems, environmental or information technologies.

8. Subject Matter Expert (SME) 2

Education: Technical Training in DoD C4ISR systems.

Experience: Ten (10) years of hands-on experience with C4ISR Modeling and Simulations systems to include three (3) of the following four (4) areas; Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in the Modeling and Simulation field.

9. Subject Matter Expert (SME) 1

Education: Technical Training in DoD C4ISR systems.

Experience: Eight (8) years of hands-on experience with task specific project, to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in DoD C4ISR systems.

10. Management Analyst 3

Education: 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. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

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.

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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.

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SECTION E INSPECTION AND ACCEPTANCE

CLAUSES INCORPORATED BY REFERENCE

52.246-5 Inspection of Services Cost-Reimbursement APR 1984

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
7000	Destination	Government	Destination	Government
7001	Destination	Government	Destination	Government
7002	Destination	Government	Destination	Government
7003	Destination	Government	Destination	Government
7100	Destination	Government	Destination	Government
7101	Destination	Government	Destination	Government
7102	Destination	Government	Destination	Government
7103	Destination	Government	Destination	Government
7200	Destination	Government	Destination	Government
7201	Destination	Government	Destination	Government
7202	Destination	Government	Destination	Government
7203	Destination	Government	Destination	Government
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

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SECTION F DELIVERABLES OR PERFORMANCE

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

7000	7/20/2018 - 7/19/2019
7001	7/20/2018 - 7/19/2019
7002	7/20/2018 - 7/19/2019
7003	7/20/2018 - 3/13/2019
9000	7/20/2018 - 7/19/2019
9001	7/20/2018 - 7/19/2019
9002	7/20/2018 - 3/13/2019
9003	7/20/2018 - 7/19/2019

CLIN - DELIVERIES OR PERFORMANCE

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

7000	7/20/2018 - 7/19/2019
7001	7/20/2018 - 7/19/2019
7002	7/20/2018 - 7/19/2019
7003	7/20/2018 - 3/13/2019
9000	7/20/2018 - 7/19/2019
9001	7/20/2018 - 7/19/2019
9002	7/20/2018 - 3/13/2019
9003	7/20/2018 - 7/19/2019

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

7100	7/20/2019 - 7/19/2020
7101	7/20/2019 - 7/19/2020
7102	7/20/2019 - 7/19/2020
7103	7/20/2019 - 7/19/2020
7200	7/20/2020 - 7/19/2021
7201	7/20/2020 - 7/19/2021
7202	7/20/2020 - 7/19/2021
7203	7/20/2020 - 7/19/2021
9100	7/20/2019 - 7/19/2020
9101	7/20/2019 - 7/19/2020
9102	7/20/2019 - 7/19/2020

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9103	7/20/2019 - 7/19/2020
9200	7/20/2020 - 7/19/2021
9201	7/20/2020 - 7/19/2021
9202	7/20/2020 - 7/19/2021
9203	7/20/2020 - 7/19/2021

CLAUSES INCORPORATED BY REFERENCE

52.242-15 Stop-Work Order AUG 1989

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

52.242-17 Government Delay of Work APR 1984

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SECTION G CONTRACT ADMINISTRATION DATA

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

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 (JUN 2012)

(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 Central Contractor Registration at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this Web site.

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

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

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

Cost Type Orders - Cost Voucher

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

N65236

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(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.

Field Name in WAWF	Data to be Entered in WAWF
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N65236
Admin DoDAAC	S1103A
Inspect By DoDAAC	N65236
Ship To DoDAAC	N65236
Ship From DoDAAC	N/A
Mark for Code	N65236
Service Approver (DoDAAC)	S1103A
Service Acceptor (DoDAAC)	N/A
Accept at Other DoDAAC	N/A
LPO DoDAAC	N65236
DCAA Auditor DoDAAC	HAA632
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 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.

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

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.

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)

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(COR) for this contract/order:

CONTRACTING OFFICER REPRESENTATIVE

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)

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.

CONTRACTOR PERFORMANCE APPRAISAL REPORTING SYSTEM (OCT 2002) (SPAWAR G-321)

a. Past performance information will be collected and maintained under this contract using the Department of Defense Contractor Performance Appraisal Reporting System (CPARS). CPARS is a web-enabled application that collects and manages the contractor's performance information on a given contract during a specific period of time.

Additional information is available at <http://www.cpars.navy.mil/>.

b. After contract award, the contractor will be given access authorization by the respective SPAWARFocal Point,

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

Accounting Data

SLINID	PR Number	Amount
700001	130048802300003	100000.00
LLA :		
AA 97X4930 NH3S 251 77777 0 050120 2F 000000 A00004571189		
Standard Number: M0008518WR00084		
NWA: 100001355796-0150		
BASE Funding 100000.00		
Cumulative Funding 100000.00		
MOD P00001		
700101	130073617200004	1044356.80
LLA :		
AB 1781106 1A2A 251 67854 067443 2D M95450 8RCEU14610LW		
Standard Number: M9545018RCEU146		
NWA: 100001400035-0020		
700201	130072319200004	242245.34
LLA :		
AC 1781106 1A2A 251 00027 067443 2D M00085 08518CC00195		
Standard Number: M0008518RC00195		
NWA: 100001386648-0030		
900001	130072319200005	108000.00
LLA :		
AC 1781106 1A2A 251 00027 067443 2D M00085 08518CC00195		
Standard Number: M0008518RC00195		
NWA: 100001386648-0030		
900301	130073617200005	40000.00
LLA :		
AB 1781106 1A2A 251 67854 067443 2D M95450 8RCEU14610LW		
Standard Number: M9545018RCEU146		
NWA: 100001400035-0020		
MOD P00001 Funding 1434602.14		
Cumulative Funding 1534602.14		
MOD P00002		
700102	130074063400003	200000.00
LLA :		
AD 1781106 1A2A 251 67854 067443 2D M95450 8RCEU10410LW		
Standard Number: M9545018RCEU104		
700301	130074063400004	300000.00
LLA :		
AE 1781106 1A2A 251 67854 067443 2D M95450 8RCGD13010LW		
Standard Number: M9545018RCHD130		
700302	130074063400005	163136.00
LLA :		
AF 1781106 1A2A 251 67854 067443 2D M95450 8RCFE11310LW		

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Standard Number: M9545018RCFE113

900201 130074063400006

37000.00

LLA :

AE 1781106 1A2A 251 67854 067443 2D M95450 8RCGD13010LW

Standard Number: M9545018RCHD130

MOD P00002 Funding 700136.00

Cumulative Funding 2234738.14

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SECTION H SPECIAL CONTRACT REQUIREMENTS

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

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

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

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

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

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

5252.204-9202 CONTRACTOR PICTURE BADGE (JUL 2013)

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

(b) valid contractor picture badge and the completion of the Badge and Decal Record. An automobile decal will be issued by SPAWARSSYSCOM Security Office upon presentation of a

(c) automobile decal, and shall be responsible for the return of the badge and/or destruction of the automobile decal upon termination of personnel or expiration or completion of the contract. The contractor assumes full responsibility for the proper use of the identification badge and

(d) Office a list of all unreturned badges with a written explanation of any missing badges. At the completion of the contract, the contractor shall forward to SPAWARSSYSCOM Security Office a list of all badges with a written explanation of any missing badges.

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.

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

(a) Definition. As used in this clause, “sensitive information” includes:

(i) All types and forms of confidential business information, including financial information relating to a contractor’s pricing, rates, or costs, and program information relating to current or estimated budgets or schedules;

(ii) Source selection information, including bid and proposal information as defined in FAR 2.101 and FAR 3.104-4, and other information prohibited from disclosure by the Procurement Integrity Act (41 USC 423);

(iii) Information properly marked as “business confidential,” “proprietary,” “procurement sensitive,” “source selection sensitive,” or other similar markings;

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

(b) In the performance of the contract, the Contractor may receive or have access to information, including information in Government Information Systems and secure websites. Accessed information may include “sensitive information” or other information not previously made available to the public that would be competitively useful on current or future related procurements.

(c) Contractors are obligated to protect and safeguard from unauthorized disclosure all sensitive information to which they receive access in the performance of the contract, whether the information comes from the Government or from third parties. The Contractor shall—

(i) Utilize accessed information and limit access to authorized users only for the purposes of performing the services as required by the contract, and not for any other purpose unless authorized;

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

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

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

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

(d) In the event that the Contractor inadvertently accesses or receives any information marked as “proprietary,” “procurement sensitive,” or “source selection sensitive,” or that, even if not properly marked otherwise indicates the Contractor may not be authorized to access such information, the Contractor shall (I) Notify the Contracting Officer; and

(ii) Refrain from any further access until authorized in writing by the Contracting Officer.

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(e) The requirements of this clause are in addition to any existing or subsequent Organizational Conflicts of Interest

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

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

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

5252.227-9207 LIMITED RELEASE OF CONTRACTOR CONFIDENTIAL BUSINESS INFORMATION (CBI) (APRIL 2010) ALTERNATE I (JAN 2012)

(a) Definition.

"Confidential Business Information," (Information) as used in this clause, is defined as all forms and types of financial, business, economic or other types of information including technical data or computer software/computer software documentation, whether tangible or intangible, and whether or how stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing even when -- (1) the owner thereof has taken reasonable measures to keep such information secret, and (2) the Information derives independent economic value, actual or potential from not being generally known to, and not being readily ascertainable through proper means by, the public. Information will include technical data, as that term is defined in DFARS 252.227-7013(a)(14), 252.227-7015(a)(4), and 252.227-7018(a)(19). Similarly, Information does include computer software/computer software documentation, as those terms are defined in DFARS 252.227-7014(a)(4) and 252.227-7018(a)(4).

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

Information, but only for purposes as described in paragraph (c) of this clause.

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

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

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

(3) To contractors and subcontractors, and their employees tasked with assisting SPAWAR in technical and administrative support services for the SPAWAR Small Business Innovation Research (SBIR) program, including monitoring contract progress and providing financial oversight.

(4) To contractors and subcontractors, and their employees tasked with assisting SPAWAR in furnishing advice or technical assistance in support of the Government's management and oversight of the SPAWAR SBIR program or effort.

(d) SPAWAR recognizes its obligation to protect the contractor and its subcontractors from competitive harm that could result from the release of such Information. SPAWAR will permit the limited release of Information under paragraphs (c)(1), (c)(2), (c)(3), and (c)(4) only under the following conditions:

(1) SPAWAR determines that access is required by other SPAWAR contractors and their subcontractors to perform the tasks described in paragraphs (c)(1), (c)(2), (c)(3), and (c)(4);

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

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

(4) SPAWAR contractors and their subcontractors performing the tasks described in paragraphs (c)(1), (c)(2), (c)(3), and (c)(4) have agreed under their contract or a separate non-disclosure agreement to not use the Information for any purpose other than performing the tasks described in paragraphs (c)(1), (c)(2), (c)(3), and (c)(4); and,

(5) Before releasing the Information to a non-Government person to perform the tasks described in paragraphs (c)(1), (c)(2), (c)(3), and (c)(4), SPAWAR shall provide the contractor a list of the company names to which access is being granted, along with a Point of Contact for those entities.

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

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

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

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

(1) Planning phase.

(2) Defense Planning Guidance.

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- (3) Programming Phase.
- (4) Fiscal Guidance (when separate from Defense Planning guidance).
- (5) Program Objective Memoranda.
- (6) Port Defense Program (formerly FYDP) documents (POM Defense Program, Procurement Annex, RTD&E Annex).
- (7) Program review Proposals.
- (8) Issue Papers (also referred to as Major Issue Papers, Tier II Issue Papers, Cover Briefs).
- (9) Proposed Military Department Program Reductions (or Program Offsets).
- (10) Tentative Issue Decision Memoranda.
- (11) Program Decision Memoranda.
- (12) Budgeting Phase.
- (13) Defense Program (formerly FYDP) documents for September Budget Estimate Submission and President's Budget Estimate submission including Procurement, RTD&E and Construction Annexes).
- (14) Classified P1, R1 and C1.
- (15) Program Budget Decisions and Defense Management Report Decisions.
- (16) Reports Generated by the Automated Budget Review System (BRS).
- (17) DD 1414 Base for Reprogramming.
- (18) DD 1416 Report of Programs.
- (19) Contract Award Reports.
- (20) Congressional Data Sheets.
- (21) Any other data or information identified by the Government as PPBS data or information.

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

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

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

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

STATEMENT OF NONDISCLOSURE OF PPBS DATA

I will not divulge Planning, Programming and Budgeting System (PPBS) Information available to me through Task Order (INSERT NUMBER) as the term PPBS is defined in Clause H-7 of that task order to anyone, including other employees of my corporation, without specific written authorization from the Contracting Officer.

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

SIGNATURE _____

TYPED NAME _____

DATE _____

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

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

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

(3) resort to such other rights and remedies as provided for under this contract and under Federal law.

Waiver of such rights by the Government for noncompliance shall not be construed as waiver for any successive noncompliance.

(f) Any subcontractor who is granted access to PPBS data shall be subject to the restrictions stated in subparagraphs

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

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.

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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.

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

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

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

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

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

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

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.

SEA 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 144,960 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 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 929 hours per week. It is

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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:

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

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 overrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an overrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.

j. Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level

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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.

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

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

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

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

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

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

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SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

REFERENCE CLAUSE TITLE & DATE

52.203-13 CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT (APR 2010)

52.203-16 PREVENTING PERSONAL CONFLICTS OF INTEREST (DEC 2011)

52.204-7 SYSTEM FOR AWARD MANAGEMENT (JUL 2013)

52.215-1 INSTRUCTIONS TO OFFERORS- COMPETITIVE ACQUISITIONS (JAN 2004)

52.215-16 FACILITIES CAPITAL COST OF MONEY (JUNE 2003)

52.215-22 LIMITATIONS ON PASS-THROUGH CHARGES- IDENTIF. OF SUBCON. EFFORT(OCT 2009)

52.216-8 FIXED FEE (JUN 2011)

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

52.224-1 PRIVACY ACT- NOTIFICATION (APR 1984)

52.224-2 PRIVACY ACT (APR 1984)

52.237-10 IDENTIFICATION OF UNCOMPENSATED OVERTIME (OCT 1997)

52.245-9 USE AND CHARGES (APR 2012)

52.251-1 GOVERNMENT SUPPLY SOURCES (APR 2012)

252.204-7000 DISCLOSURE OF INFORMATION (AUG 2013)

252.204-7012 SAFEGUARDING COVERED DEFENSE INFORMATION AND CYBER INCIDENT REPORTING(OCT 2016)

252.215-7007 NOTICE OF INTENT TO RESOLICIT (JUN 2012)

252.215-7008 ONLY ONE OFFEROR (JUN 2012)

252.245-7003 CONTRACTOR PROPERTY MANAGEMENT SYSTEM ADMINISTRATOR (APR 2012)

252.245-7004 REPORTING, REUTILIZATION, AND DISPOSAL (MAR 2015)

252.246-7006 WARRANTY TRACKING OF SERIALIZED ITEMS (MAR 2016)

252.251-7000 ODERING FROM GOVERNMENT SUPPLY SOURCES (AUG 2012)

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

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(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

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

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

52.244-2 SUBCONTRACTS (OCT 2010) ALT I

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

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

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

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

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

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

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

(2) Is fixed-price and exceeds—

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

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

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

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

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

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- (ii) Identification of the type of subcontract to be used.
- (iii) Identification of the proposed subcontractor.
- (iv) The proposed subcontract price.
- (v) The subcontractor's current, complete, and accurate certified cost or pricing data and Certificate of Current Cost or Pricing Data, if required by other contract provisions.
- (vi) The subcontractor's Disclosure Statement or Certificate relating to Cost Accounting Standards when such data are required by other provisions of this contract.
- (vii) A negotiation memorandum reflecting -
 - (A) The principal elements of the subcontract price negotiations;
 - (B) The most significant considerations controlling establishment of initial or revised prices;
 - (C) The reason certified cost or pricing data were or were not required;
 - (D) The extent, if any, to which the Contractor did not rely on the subcontractor's certified cost or pricing data in determining the price objective and in negotiating the final price;
 - (E) The extent to which it was recognized in the negotiation that the subcontractor's certified cost or pricing data were not accurate, complete, or current; the action taken by the Contractor and the subcontractor; and the effect of any such defective data on the total price negotiated;
 - (F) The reasons for any significant difference between the Contractor's price objective and the price negotiated; and
 - (G) A complete explanation of the incentive fee or profit plan when incentives are used. The explanation shall identify each critical performance element, management decisions used to quantify each incentive element, reasons for the incentives, and a summary of all trade-off possibilities considered.
- (e)(2) If the Contractor has an approved purchasing system and consent is not required under paragraph (c) or (d) of this clause, the Contractor nevertheless shall notify the Contracting Officer reasonably in advance of entering into any
 - (i) cost-plus-fixed-fee subcontract, or (ii) fixed-price subcontract that exceeds either the simplified acquisition threshold or 5 percent of the total estimated cost of this contract. The notification shall include the information required by paragraphs (e)(1)(i) through (e)(1)(iv) of this clause.
 - (f) Unless the consent or approval specifically provides otherwise, neither consent by the Contracting Officer to any subcontract nor approval of the Contractor's purchasing system shall constitute a determination -
 - (1) Of the acceptability of any subcontract terms or conditions;
 - (2) Of the allowability of any cost under this contract; or
 - (3) To relieve the Contractor of any responsibility for performing this contract.
 - (g) No subcontract or modification thereof placed under this contract shall provide for payment on a cost-plus-a-

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percentage-of-cost basis, and any fee payable under cost-reimbursement type subcontracts shall not exceed the fee limitations in FAR 15.404-4(c)(4)(i).

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

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

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

252.211-7003 ITEM UNIQUE IDENTIFICATION AND VALUATION (MAR 2016)

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

“Automatic identification device” means a device, such as a reader or interrogator, used to retrieve data encoded on machine-readable media.

“Concatenated unique item identifier” means—

(1) For items that are serialized within the enterprise identifier, the linking together of the unique identifier data elements in order of the issuing agency code, enterprise identifier, and unique serial number within the enterprise identifier; or

(2) For items that are serialized within the original part, lot, or batch number, the linking together of the unique identifier data elements in order of the issuing agency code; enterprise identifier; original part, lot, or batch number; and serial number within the original part, lot, or batch number.

“Data matrix” means a two-dimensional matrix symbology, which is made up of square or, in some cases, round modules arranged within a perimeter finder pattern and uses the Error Checking and Correction 200 (ECC200) specification found within International Standards Organization (ISO)/International Electrotechnical Commission (IEC) 16022.

“Data qualifier” means a specified character (or string of characters) that immediately precedes a data field that defines the general category or intended use of the data that follows.

“DoD recognized unique identification equivalent” means a unique identification method that is in commercial use and has been recognized by DoD. All DoD recognized unique identification equivalents are listed at http://www.acq.osd.mil/dpap/pdi/uid/iuid_equivalents.html

“DoD item unique identification” means a system of marking items delivered to DoD with unique item identifiers that have machine-readable data elements to distinguish an item from all other like and unlike items. For items that are serialized within the enterprise identifier, the unique item identifier shall include the data elements of the enterprise identifier and a unique serial number. For items that are serialized within the part, lot, or batch number within the enterprise identifier, the unique item identifier shall include the data elements of the enterprise identifier; the original part, lot, or batch number; and the serial number.

“Enterprise” means the entity (e.g., a manufacturer or vendor) responsible for assigning unique item identifiers to items.

“Enterprise identifier” means a code that is uniquely assigned to an enterprise by an issuing agency.

“Government's unit acquisition cost” means—

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(1) For fixed-price type line, subline, or exhibit line items, the unit price identified in the contract at the time of delivery;

(2) For cost-type or undefinitized line, subline, or exhibit line items, the Contractor's estimated fully burdened unit cost to the Government at the time of delivery; and

(3) For items produced under a time-and-materials contract, the Contractor's estimated fully burdened unit cost to the Government at the time of delivery.

"Issuing agency" means an organization responsible for assigning a globally unique identifier to an enterprise, as indicated in the Register of Issuing Agency Codes for ISO/IEC 15459, located at http://www.aimglobal.org/?Reg_Authority15459.

"Issuing agency code" means a code that designates the registration (or controlling) authority for the enterprise identifier.

"Item" means a single hardware article or a single unit formed by a grouping of subassemblies, components, or constituent parts.

"Lot or batch number" means an identifying number assigned by the enterprise to a designated group of items, usually referred to as either a lot or a batch, all of which were manufactured under identical conditions.

"Machine-readable" means an automatic identification technology media, such as bar codes, contact memory buttons, radio frequency identification, or optical memory cards.

"Original part number" means a combination of numbers or letters assigned by the enterprise at item creation to a class of items with the same form, fit, function, and interface.

"Parent item" means the item assembly, intermediate component, or subassembly that has an embedded item with a unique item identifier or DoD recognized unique identification equivalent.

"Serial number within the enterprise identifier" means a combination of numbers, letters, or symbols assigned by the enterprise to an item that provides for the differentiation of that item from any other like and unlike item and is never used again within the enterprise.

"Serial number within the part, lot, or batch number" means a combination of numbers or letters assigned by the enterprise to an item that provides for the differentiation of that item from any other like item within a part, lot, or batch number assignment.

"Serialization within the enterprise identifier" means each item produced is assigned a serial number that is unique among all the tangible items produced by the enterprise and is never used again. The enterprise is responsible for ensuring unique serialization within the enterprise identifier.

"Serialization within the part, lot, or batch number" means each item of a particular part, lot, or batch number is assigned a unique serial number within that part, lot, or batch number assignment. The enterprise is responsible for ensuring unique serialization within the part, lot, or batch number within the enterprise identifier.

"Type designation" means a combination of letters and numerals assigned by the Government to a major end item, assembly or subassembly, as appropriate, to provide a convenient means of differentiating between items having the same basic name and to indicate modifications and changes thereto.

"Unique item identifier" means a set of data elements marked on items that is globally unique and unambiguous.

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The term includes a concatenated unique item identifier or a DoD recognized unique identification equivalent.

“Unique item identifier type” means a designator to indicate which method of uniquely identifying a part has been used. The current list of accepted unique item identifier types is maintained at [/uid/uid_types.htmlhttp://www.acq.osd.mil/dpap/pdi](http://www.acq.osd.mil/dpap/pdi/uid/uid_types.html).

(b) The Contractor shall deliver all items under a contract line, subline, or exhibit line item.

(c) *Unique item identifier.*

(1) The Contractor shall provide a unique item identifier for the following:

(i) Delivered items for which the Government’s unit acquisition cost is \$5,000 or more, except for the following line items:

Contract Line, Subline, or

Exhibit Line Item Number Item Description

(ii) Items for which the Government’s unit acquisition cost is less than \$5,000 that are identified in the Schedule or the following table:

Contract Line, Subline, or

Exhibit Line Item Number Item Description

(If items are identified in the Schedule, insert “See Schedule” in this table.)

(iii) Subassemblies, components, and parts embedded within delivered items, items with warranty requirements, DoD serially managed reparable and DoD serially managed nonreparable as specified in Attachment Number ____.

(iv) Any item of special tooling or special test equipment as defined in FAR 2.101 that have been designated for preservation and storage for a Major Defense Acquisition Program as specified in Attachment Number ____.

(v) Any item not included in (i), (ii), (iii), or (iv) for which the contractor creates and marks a unique item identifier for traceability.

(2) The unique item identifier assignment and its component data element combination shall not be duplicated on any other item marked or registered in the DoD Item Unique Identification Registry by the contractor.

(3) The unique item identifier component data elements shall be marked on an item using two dimensional data matrix symbology that complies with ISO/IEC International Standard 16022, Information technology – International symbology specification – Data matrix; ECC200 data matrix specification.

(4) *Data syntax and semantics of unique item identifiers.* The Contractor shall ensure that—

(i) The data elements (except issuing agency code) of the unique item identifier are encoded within the data matrix symbol that is marked on the item using one of the following three types of data qualifiers, as determined by the Contractor:

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(A) Application Identifiers (AIs) (Format Indicator 05 of ISO/IEC International Standard 15434), in accordance with
ISO/IEC International Standard 15418, Information Technology – EAN/UCC Application Identifiers and Fact Data Identifiers and Maintenance and ANSI MH 10.8.2 Data Identifier and Application Identifier Standard.

(B) Data Identifiers (DIs) (Format Indicator 06 of ISO/IEC International Standard 15434), in accordance with
ISO/IEC International Standard 15418, Information Technology – EAN/UCC Application Identifiers and Fact Data Identifiers and Maintenance and ANSI MH 10.8.2 Data Identifier and Application Identifier Standard.

(C) Text Element Identifiers (TEIs) (Format Indicator 12 of ISO/IEC International Standard 15434), in accordance with the Air Transport Association Common Support Data Dictionary; and

(ii) The encoded data elements of the unique item identifier conform to the transfer structure, syntax, and coding of
messages and data formats specified for Format Indicators 05, 06, and 12 in ISO/IEC International Standard 15434, Information Technology – Transfer Syntax for High Capacity Automatic Data Capture Media.

(5) *Unique item identifier.*

(i) The Contractor shall—

(A) Determine whether to—

(1) Serialize within the enterprise identifier;

(2) Serialize within the part, lot, or batch number; or

(3) Use a DoD recognized unique identification equivalent (e.g. Vehicle Identification Number); and

(B) Place the data elements of the unique item identifier (enterprise identifier; serial number; DoD recognized unique identification equivalent; and for serialization within the part, lot, or batch number only: original part, lot, or batch number) on items requiring marking by paragraph (c)(1) of this clause, based on the criteria provided in MIL-STD-130, Identification Marking of U.S. Military Property, latest version;

(C) Label shipments, storage containers and packages that contain uniquely identified items in accordance with the requirements of MIL-STD-129, Military Marking for Shipment and Storage, latest version; and

(D) Verify that the marks on items and labels on shipments, storage containers, and packages are machine readable and conform to the applicable standards. The contractor shall use an automatic identification technology device for this verification that has been programmed to the requirements of Appendix A, MIL-STD-130, latest version.

(ii) The issuing agency code—

(A) Shall not be placed on the item; and

(B) Shall be derived from the data qualifier for the enterprise identifier.

(d) For each item that requires item unique identification under paragraph (c)(1)(i), (ii), or (iv) of this clause or when item unique identification is provided under paragraph (c)(1)(v), in addition to the information provided as part of the Material Inspection and Receiving Report specified elsewhere in this contract, the Contractor shall report at the time of delivery, as part of the Material Inspection and Receiving Report, the following information:

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- (1) Unique item identifier.
 - (2) Unique item identifier type.
 - (3) Issuing agency code (if concatenated unique item identifier is used).
 - (4) Enterprise identifier (if concatenated unique item identifier is used).
 - (5) Original part number (if there is serialization within the original part number).
 - (6) Lot or batch number (if there is serialization within the lot or batch number).
 - (7) Current part number (optional and only if not the same as the original part number).
 - (8) Current part number effective date (optional and only if current part number is used).
 - (9) Serial number (if concatenated unique item identifier is used).
 - (10) Government's unit acquisition cost.
 - (11) Unit of measure.
 - (12) Type designation of the item as specified in the contract schedule, if any.
 - (13) Whether the item is an item of Special Tooling or Special Test Equipment.
 - (14) Whether the item is covered by a warranty.
- (e) For embedded subassemblies, components, and parts that require DoD item unique identification under paragraph (c)(1)(iii) of this clause or when item unique identification is provided under paragraph (c)(1)(v), the Contractor shall report as part of the Material Inspection and Receiving Report specified elsewhere in this contract, the following information:
- (1) Unique item identifier of the parent item under paragraph (c)(1) of this clause that contains the embedded subassembly, component, or part.
 - (2) Unique item identifier of the embedded subassembly, component, or part.
 - (3) Unique item identifier type.**
 - (4) Issuing agency code (if concatenated unique item identifier is used).**
 - (5) Enterprise identifier (if concatenated unique item identifier is used).**
 - (6) Original part number (if there is serialization within the original part number).**
 - (7) Lot or batch number (if there is serialization within the lot or batch number).**
 - (8) Current part number (optional and only if not the same as the original part number).**
 - (9) Current part number effective date (optional and only if current part number is used).**
 - (10) Serial number (if concatenated unique item identifier is used).**

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(11) Description.

** Once per item.

(f) The Contractor shall submit the information required by paragraphs (d) and (e) of this clause as follows:

(1) End items shall be reported using the receiving report capability in Wide Area WorkFlow (WAWF) in accordance with the clause at 252.232-7003. If WAWF is not required by this contract, and the contractor is not using WAWF, follow the procedures at <http://dodprocurementtoolbox.com/site/uidregistry/>.

(2) Embedded items shall be reported by one of the following methods—

(i) Use of the embedded items capability in WAWF;

(ii) Direct data submission to the IUID Registry following the procedures and formats at <http://dodprocurementtoolbox.com/site/uidregistry/> ; or

(iii) Via WAWF as a deliverable attachment for exhibit line item number (*fill in*) for Embedded Items, Contract Data Requirements List, DD Form 1423.____, Unique Item Identifier Report

(g) *Subcontracts* If the Contractor acquires by subcontract, any item(s) for which item unique identification is required in accordance with paragraph (c)(1) of this clause, the Contractor shall include this clause, including this paragraph (g), in the applicable subcontract(s), including subcontracts for commercial items.

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SECTION J LIST OF ATTACHMENTS

Attachment 1 - QASP

Exhibit A - CDRLs