

ORDER FOR SUPPLIES OR SERVICES (FINAL)

1. CONTRACT NO. N00178-14-D-7833		2. DELIVERY ORDER NO. N6523617F3120		3. EFFECTIVE DATE 2017 Sep 29		4. PURCH REQUEST NO. 1300558292-0001		5. PRIORITY Unrated				
6. ISSUED BY SPAWAR-Systems Center Lant (CHRL) P.O. BOX 190022 North Charleston SC 29419-9022 Daniel S Woppert/N65236 843-218-5974			CODE N65236		7. ADMINISTERED BY DCMA HAMPTON 2000 Enterprise Parkway, Suite 200 Hampton VA 23666			CODE S5111A SCD: C		8. DELIVERY FOB DEST NATION OTHER <i>(See Schedule if other)</i>		
9. CONTRACTOR Mid Atlantic Engineering Technical Services, Inc 1501 Crossways Blvd Suite E Chesapeake VA 23320-8915			CODE 34MM1		FACILITY		10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED			
12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW			13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G									
14. SHIP TO See Section D			CODE		15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264			CODE HQ0338		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.		
16. TYPE OF ORDER DELIVERY/ CALL <input checked="" type="checkbox"/> PURCHASE			This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract. Reference your _____ furnish the following on terms specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MOD FIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.									
Mid Atlantic Engineering Technical Services, [REDACTED]						Mike Payne Contracts Administrator						
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)			
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:												
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule												
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES				20. QUANTITY ORDERED/ACCEPTED *	21. UNIT	22. UNIT PRICE		23. AMOUNT			
	See Schedule											
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.					24. UNITED STATES OF AMERICA BY: /s/Daniel S Woppert				25. TOTAL	[REDACTED]		
									26. D FFERENCES			
27a. QUANTITY IN COLUMN 20 HAS BEEN												
INSPECTED	RECEIVED	ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:										
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE					28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS			
f. TELEPHONE					g. E-MAIL ADDRESS		31. PAYMENT COMPLETE		32. PAID BY		33. AMOUNT VERIF ED CORRECT FOR	
36. I CERT FY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.					31. PAYMENT COMPLETE		34. CHECK NUMBER		35. B LL OF LADING NO.			
a. DATE		b. SIGNATURE AND TITLE OF CERT FYING OFFICER			31. PAYMENT PARTIAL		31. PAYMENT FULL					
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CON-TAINERS		41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.		

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GENERAL INFORMATION

Reference and hereby incorporate Mid Atlantic Engineering Technical Services, Inc.'s proposal dated 29 August 2017.

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7001	R425	Base Year Support - OECG Support services in accordance with the Performance Work Statement (PWS) found in Section C. (WCF)	1.0	LO			
700101	R425	(WCF)					
7002	R425	Base Year Support - AC&I Support services in accordance with the Performance Work Statement (PWS) found in Section C. (WCF)	1.0	LO			
700201	R425	(WCF)					

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7003		BASE YEAR - Contract Data Requirements List (CDRL) as specified in Section J.	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7101	R425	Option Year 01 Support - OECG (Fund Type - TBD) Option	1.0	EA			
7102	R425	Option Year 01 Support - AC&I (Fund Type - TBD) Option	1.0	EA			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7103		OPTION YEAR 01 - Contract Data Requirements List (CDRL) as specified in Section J.	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
7201	R425	Option Year 02 Support - OECG (Fund Type - TBD) Option	1.0	LO			
7202	R425	Option Year 02 Support - AC&I (Fund Type - TBD) Option	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7203		OPTION YEAR 02 - Contract Data Requirements List (CDRL) as specified in Section J.	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7301	R425	Option Year 03 Support - OECG (Fund Type - TBD) Option	1.0	LO			
7302	R425	Option Year 03 Support - AC&I (Fund Type - TBD) Option	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7303		OPTION YEAR 03 - Contract Data Requirements List (CDRL) as specified in Section J.	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7401	R425	Option Year 04 Support - OECG (Fund Type - TBD) Option	1.0	LO			
7402	R425	Option Year 04 Support - AC&I (Fund Type - TBD) Option	1.0	LO			

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For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7403		OPTION YEAR 04 - Contract Data Requirements List (CDRL) as specified in Section J.	1.0	LO			NSP

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9001	R425	Base Year Support - OECG ODCs ONLY (No Fee) (WCF)	1.0	LO	██████████
900101	R425	(WCF)			
9002	R425	Base Year Support - AC&I ODCs ONLY (No Fee) (WCF)	1.0	LO	██████████
900201	R425	(WCF)			
9101	R425	Option Year 01 Support - OECG ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████
9102	R425	Option Year 01 Support - AC&I ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████
9201	R425	Option Year 02 Support - OECG ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████
9202	R425	Option Year 02 Support - AC&I ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████
9301	R425	Option Year 03 Support - OECG ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████
9302	R425	Option Year 03 Support - AC&I ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████
9401	R425	Option Year 04 Support - OECG ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████
9402	R425	Option Year 04 Support - AC&I ODCs ONLY (No Fee) (Fund Type - TBD) Option	1.0	LO	██████████

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

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

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this task order 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 task order 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 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 task order. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this task order.

Year	CLIN	Fixed Fee	Hours	Fee per Direct Labor Hour
Base Year - OECG	7001	██████████	9,517	██████████
Base Year - AC&I	7002	██████████	9,517	██████████
Option Year 1 - OECG	7101	██████████	9,090	██████████
Option Year 1 - AC&I	7102	██████████	9,517	██████████
Option Year 2- OECG	7201	██████████	9,030	██████████
Option Year 2 - AC&I	7202	██████████	9,517	██████████
Option Year 3 - OECG	7301	██████████	9,030	██████████
Option Year 3 - AC&I	7302	██████████	9,517	██████████
Option Year 4 - OECG	7401	██████████	9,030	██████████
Option Year 4 - AC&I	7402	██████████	9,517	██████████

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

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

SECTION C – DESCRIPTION/SPECS/WORK STATEMENT

PERFORMANCE WORK STATEMENT

Work under this performance-based task order 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: USCG C4ISR Engineering and Technical Services

1.0 PURPOSE

1.1 BACKGROUND

This PWS sets forth the requirements to provide a full spectrum of Command Control Communications Computers Intelligence, Surveillance and Reconnaissance (C4ISR) engineering services for the implementation, upgrade, maintenance and sustainment of multiple C4ISR systems aboard U.S. Coast Guard (USCG) platforms to include ship, shore and aircraft. Space and Naval Warfare (SPAWAR) Systems Center Atlantic (SSC Atlantic) supports multiple organizations to include USCG's Command Control Communications and Engineering Center (C3CEN), Telecommunications & Information Systems Command (TISCOM), Command Control Communications Computers and Information Technology Service Center (C4ITSC), CG 9321, CG 9335 and Surface Force Logistics Center (SFLC). SSC Atlantic provides coordinated New Construction Ship (SCN) procurement, installation, integration and test management, and support to USCG platforms. SSC Atlantic provides SCN management to CG-9321 for a 14-product consolidated SCIF and EXCOMM upgrade on the National Security Cutters (NSC) during a pier side Post Shipyard Availability (PSA). SSC Atlantic also provides a variety of engineering and technical support to CG-9335 vital to the advancement of the USCG Systems Engineering and Integration (SEI) initiative in support of the NSC, Fast Response Cutters (FRC) and Offshore Patrol Cutter (OPC) C4I systems and logistics baseline and roadmap.

1.2 SCOPE

This PWS covers the procurement of a full range of engineering/technical services and management support services to execute USCG platform-specific systems and equipment integration, implementation, upgrade, repair and sustainment. The services support SSC Atlantic in the management and coordination of USCG C4ISR program execution tasks required to support SSC Atlantic in fulfilling its tasking related to the USCG and other DoD agencies as required. The contractor shall provide engineering and technical services to SSC Atlantic to include design support, system testing and evaluation support, technical services support, configuration management support, material procurement, system and component integration and implementation, equipment repair and sustainment support. These services also include programmatic/administrative and program management support related to USCG-specific and U.S. Navy (USN) Program of Record (POR) and non-POR systems and equipment.

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

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NOTE: Work will not be performed in Afghanistan.

2.0 GUIDANCE DOCUMENTS

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

	Document Number	Title
a.	MIL-STD-130N	DoD Standard Practice – Identification Marking of US Military Property
a.	MIL-STD-1680C	Installation Criteria for Shipboard Secure Electrical Information Processing Systems dated (dtd) 17 Mar 1993
b.	MIL-STD-881C	Work Breakdown Structures For Defense Materiel Items dtd 3 Oct 2011
c.	MIL-STD-461E	Requirements For The Control Of Electromagnetic Interference Characteristics Of Subsystems And Equipment dtd 20 Aug 1999
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 Dec 10
f.	DoDI 4161.02	DoD Instruction – Accountability and Management of Government Contract Property, Apr 27,2012
g.	DoDD 5000.01	DoD Directive – The Defense Acquisition System
h.	DoDI 5000.02	DoD Instruction – Operation of the Defense Acquisition System
i.	ISO 9001 (ANSI/ASQ Q9001)	International Organization for Standardization (American National Standard Institute/American Society for Quality) – Quality Management Systems, Requirements
j.	ISO/IEC 12207	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – Software Life Cycle Processes
i.	ISO/IEC 15288	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – System Life Cycle Processes
j.	IEEE Std 12207-2008	Systems and Software Engineering – Software Life Cycle Processes

	Document Number	Title
k.	ANSI/EIA-748A	America National Standards Institute/Electronic Industries Alliance Standard – Earned Value Management (EVM) Systems
l.	HSPD-12	Homeland Security Presidential Directive – Policy for a Common Identification Standard for Federal Employees and Contractors, August 27, 2004
m.	DoDM-1000.13-M-V1	DoD Manual – DoD Identification Cards: ID card Life-Cycle dtd 23 Jan 14
n.	FIPS PUB 201-2	Federal Information Processing Standards Publication 201-2 – Personal Identity Verification (PIV) of Federal Employees and Contractors, August 2013
o.	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
p.	N/A	SSC Atlantic Contractor Check-in portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/Contractor+Checkin
q.	N/A	SSC Atlantic OCONUS Travel Guide portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/OCONUS+Travel+Guide
r.	DoDD 5144.02	Information Assurance (IA) Implementation
s.	Product Compliance List	National Information Assurance Partnership (NIAP) Validated Products List

2.3 SOURCE OF DOCUMENTS

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

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

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

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

3.0 PERFORMANCE REQUIREMENTS

The following paragraphs list all required support tasks that shall be required throughout the performance of this task order. The contractor shall provide necessary resources and knowledge to

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support the listed tasks. The contractor shall complete all required tasks while controlling and tracking performance and goals in terms of costs, schedules, and resources.

Note 1: In compliance with SPAWARINST 4720.1A – SPAWAR Modernization and Installation Policy, all task order installation work performed aboard USN ships and USN 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 SSC Atlantic Officer in Charge (OIC) or applicable Geographic Lead.

Note 2: All recommendations provided by the contractor in response to task order requirements are based on the contractor's best professional judgment and experience. Any government decisions to make changes, implement processes, or develop policy as a result of those recommendations shall be at the sole discretion and decision of the government.

HSCG2316XADB044 100001186807 CTR3 [REDACTED]
HSCG2316XADB044 100001186811 CTR2 [REDACTED]

3.1. RELEVANT EXPERIENCE

The contractor shall have USCG platform, C4ISR equipment and circuit specific expertise, as outlined in the paragraphs below relative to each task listed, and possess the necessary experience, resources and knowledge to execute the listed tasks.

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3.1.1 Systems and Equipment

The contactor shall provide functional and technical expertise supporting of a wide range of USCG EXCOMM systems. Systems and circuits include:

- USCG variants of the Rohde & Schwarz (R&S) HF radio system, not limited to: GX-2900L , VK-2900, IN4190, FK-2900M
- Television Direct-to-Sailor (TV-DTS)
- SeaTel 6011-4 antenna and Shipboard Information Training and Entertainment (SITE) system
- AN/SRC-63
- Navigation Sensor System Interface (NAVSSI) Block 4.2.2.20
- Joint Translator Forwarder (JxF) Tactical Data Link (Link 11)
- Common Data Link Management System (CDLMS) Tactical Data Link (Link 11)
- AN/PSC-5D
- AN/WSC-3(V)
- AN/SSR-1
- TD-1271B/U
- MD-1324
- RT-1851A/ARC
- RT-1794/ARC
- AN/PRC-117F/G
- KWR-46
- KG-84(A)(C)
- KIV-7M, KIV-7 High Speed B (HSB)
- KY-58
- STL-5000
- Extremely High Frequency (EHF) Follow-On Terminal (FOT) (AN/USC-38)
- Automated Digital Network System (ADNS) increment II (AN/USQ-144J(V)2), and increment III (AN/USQ-144K(V)6)
- R-2368
- OE-82
- OE-570
- AN/SYQ-26(V)4 equipment, and interface with USCG peripheral communications equipment configurations to include Coast Guard Command and Control (CGC2)
- Integrated Voice Communications System (IVCS)
- Keyswitch Integrated Terminal Equipment (KITE)
- Automated Communications Resource Manager (ACRM/Symphony)
- Red & Black MarCom Baseband Switches (BBS)
- Radio Frequency Distribution System (RFDS)
- Hierarchical Yet Dynamically Reprogrammable Architecture (HYDRA)
- USCG Tactical Information Network (TIN)/ Officer in Tactical Command Information Exchange Subsystem (OTCIXS)
- Common User Digital Information Exchange System/Subsystem (CUDIXS)
- Tactical Data Link (Link 11)
- Joint Inter-Agency Task Force (JIATF)
- Homeland Security (HLS)
- Coast Guard Message System (CGMS)
- Coast Guard Navy Communications Catastrophic Casualty Report Correction Program (CGNC4) equipment
- Wireless Interior Communications (WIC)

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- KYV-5 Advanced Narrowband Digital Voice Terminal (ANDVT)
- Frequency Time Standard (FTS)
- VCS-150
- C-10315
- CORNET SWITCH, CT-2100
- AV-2093 antenna
- AV-2098 antenna
- AN/PRC-152A
- Digital Voice Logger (DVL)
- Satellite Simulator (SATSIM)

3.2. PROGRAM MANAGEMENT

The contractor shall provide program and project management for all assigned efforts and tasks to include all requisite status required herein.

3.2.1 Program Support

The contractor shall provide technical and administrative program support personnel with USCG-specific knowledge and experience to support the needs of projects as required in support of tasking. Technical and administrative support to include, coordination of meetings, developing agenda items, attending meetings, developing presentation material, generating minutes, and tracking action items will be required.

3.2.1.1 Program Support Documentation

The contractor shall provide program and project management, administrative and program support personnel able to use and create various documents using MS Office suite of software products. Personnel should be able to create and maintain Trip Report (Contract Data Requirements List (CDRL) A001), Technical/Analysis Reports, General (CDRL A002), Presentation Material (CDRL A003), Cost Estimates (CDRL A004), and Meeting Minutes (CDRL A005).

3.3. SYSTEMS ENGINEERING SUPPORT

3.3.1 Systems Engineering Management

The contractor shall research, analyze and translate data in to 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, prototyping and technical recommendations where applicable, scheduling and implementation schedule, work breakdown structures, logistics support, and cost specific to USCG platform and system configurations.

3.3.1.1 The contractor shall prepare and produce an implementation schedule (CDRL A006) for assigned tasking that presents a systematic and integrated approach to accomplishing new USCG C4ISR system integration and implementation and/or upgrade of existing equipment, including dates of procurement, shipment/transit, installation and checkout, methods of dual operations, and training. The schedule shall also reflect the contractor's support approach for training, maintenance, parts support, documentation, and other logistic needs as applicable to the tasking.

3.3.2 Configuration Management

The contractor shall support the SSC Atlantic C4ISR engineering effort required to prepare and assure that the required detailed technical data documentation reflects the latest design, configuration,

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integration and installation concepts. The contractor shall apply engineering analytical disciplines to identify, document, and verify functional, performance, and physical characteristics of systems to control changes and non-conformance, and to track actual configurations of systems and platforms.

3.3.2.1 The contractor shall provide maintenance support and update existing USCG and DoD C4ISR ILS documentation. The contractor shall review proposed systems acquisition packages to ensure that ILS requirements are identified and support in the development of Equipment Integrated Logistics Support Plans (EILSP).

3.4. TECHNICAL SUPPORT

3.4.1 Site Surveys and Studies

The contractor shall conduct site surveys to determine the optimum location and configuration for USCG C4ISR equipment/system modifications or upgrades and provide those recommendations to the government. The contractor must be capable of gathering all pertinent environmental, engineering, configuration and design information relevant to site conditions, analyzing the collected data, performing necessary calculations to make technical recommendations, and preparing technical reports and documentation Trip Report (CDRL A001) for a specific engineering change proposal, modification, or system upgrade.

3.4.2 Equipment and Material Support

The contractor shall provide equipment and material support that ranges from research, procurement, fabrication, integration, and delivery.

3.4.2.1

Description	Unit of issue	Quantity
Connectors & Backshells	lt	20
Hardware & Fasteners	lt	20
Prefab Cables & Adapters	lt	20
Mounting shelves & Brackets	lt	20
Multi-pair cable	ft	20000
RF Coaxial Helix Cable	ft	10000
Heat shrink & cable ties	lt	20
Lift/Crane Rentals	ea	30
Office/Drafting Supplies/Labels	lt	20
Packing/shipping materials	lt	20
Equipment Rack, 901D	ea	10
Shipping	ea	200

3.4.2.2 Equipment/Material Procurement

Pursuant to SPAWARINST 4440.12, the contractor shall procure items listed under the Contractor Acquired Property (CAP) paragraph. Acquisition selection factors shall include price, availability, reliability, and supportability within current supply system. This information shall be tracked and available for government review as-needed. The contractor shall provide all support data and cost estimates necessary to justify a fair and reasonable price per item procured. After receipt, the contractor shall have an adequate property management system to track the item location per task order per item. Unless otherwise noted, all items procured by the contractor shall be stored at the

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contractor's facilities and integrated into a system or transported by the contractor as applicable. The contractor shall be responsible for generating monthly inventory tracking report(s) (CDRL A007) for the task order summary report.

Contractor shall recommend items that conform to applicable product validation, identification, and tracking requirements.

(a) Product Validation – The contractor shall certify that it purchases supplies from authorized resellers and/or distributors. Unless otherwise specified, the contractor shall warrant that the products are new, in their original box, and not refurbished and/or previously used/sold. The contractor shall obtain all manufacturer products submitted in task order offers from authentic manufacturers or through legal distribution channels only, in accordance with all applicable laws and policies at the time of purchase. The contractor shall provide the government with a copy of the End User license agreement, and shall warrant that all manufacturer software is licensed originally to government as the original licensee authorized to use the manufacturer software. This information shall be tracked and available for government review as needed.

(b) Cybersecurity/Computer Security Requirements – The contractor shall ensure that all products recommended and/or procured that impact cybersecurity or Information Assurance (IA) shall be selected from the NIAP Validated Products List. The products chosen shall be based on the appropriate Evaluated Assurance Level (EAL) for the network involved, and utilized in accordance with latest Defense Information Systems Agency (DISA) policy at time of order. This information shall be tracked and available for government review as needed. The COR on this task order is the final approver of materials/items/products purchased under this task order.

(c) Item Unique Identification (IUID) and Radio Frequency Identification (RFID) – In accordance with DFARS clause 252.211-7003/7007 and SECNAVINST 4440.34, the contractor shall ensure that all items purchased with a unit cost equal to or exceeding \$5,000 (or less if item is serially managed or if government specifies items on individual task/delivery orders) is labeled with an item unique identification number or Unique Item Identifier (UII). At time of delivery of the item to the government, the contractor shall clearly mark and identify each applicable item based on the criteria provided in DoD MIL-STD-130N for those items not already marked. If specified in individual task/delivery orders, the contractor shall provide RFID in accordance with Under Secretary of Defense Memo Radio Frequency Identification (RFID), July 30, 2004. All IUID information shall be recorded and shall be subject to government review as needed. The contractor shall track IUID items and maintain information being recorded.

1. When CAP is transferred back to the government, the contractor shall enter all items with UII in the IUID Registry. Data shall be submitted via Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) (formerly Wide Area Workflow (WAWF)) as part of the Material Inspection and Receiving Report.

2. Contractor shall be responsible maintaining and updating information in the IUID Registry. Contractor shall update custody status when items are designated as government furnished material, returned to government position, change physical location, or has been consumed, destroyed, scrapped, lost or abandoned during task order performance.

3.4.2.3 Property/Inventory Tracking

In accordance with FAR clause 52.245-1, the contractor shall create and maintain records of all government property accountable to this task order, including government-furnished and contractor-

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acquired property. The contractor shall record each item delivered and/or ordered in a Material Inspection and Receiving Report/Inventory Tracking Report (CDRL A007) as specified in DFARS clause 252.211-7003. The contractor shall have inventory report information available for government review as needed, and the contractor shall ensure the report information has the ability to be sorted and manipulated by any of the input fields. Separate from the government tracking system, the information in the contractor's records is a backup to the government records; therefore, the government shall own all/full data rights to the collected information.

3.4.3 Warranty Tracking of Serialized Items

As specified in DFARS clause 252.246-7006 and Instructions for Electronic Submission of Warranty Tracking and Administration Information for Serialized Items (see CDRL A008 Attachment 1), the contractor shall follow the requirements for any serialized item manufactured or acquired that come(s) with a warranty.

3.4.3.1 For government specified warranty terms, the government will complete certain fields on the Warranty Tracking Information (WTI) form and Warranty Source of Repair Instructions (WSRI) form and electronically forwarded them to contractor. The contractor shall complete the remaining sections of the WTI and WSRI and forward the forms (CDRL A008) to the Contracting Officer and Contracting Officer's Representative (COR) at time of delivery of the warranted serialized item(s).

3.4.3.2 For contractor/vendor specified warranty terms, the contractor shall complete all data elements for both the WTI and WSRI and shall forward the forms (CDRL A008) electronically to the COR. The WTI shall be returned to the Contracting Officer and COR. The WSRI shall be returned to the Contracting Officer and COR at time of delivery of the warranted serialized item(s).

3.4.3.3 For receipt and acceptance of items, the contractor shall comply with the following requirements:

(a) If the WTI and WSRI are submitted manually, in PDF format, the contractor shall forward documents to COR for review. As required, contractor shall forward all approved documents to government personnel responsible for posting the forms to Electronic Data Access (EDA).

(b) If utilizing the Wide Area Workflow (WAWF), the contractor shall ensure that the required warranty data is electronically submitted using the CDRL exhibit line item number (ELIN) functionality for the WAWF Materiel Inspection and Receiving Report or WAWF Repairable Receiving Report, as applicable.

3.4.4 Warranty Management

The contractor shall serve as the warranty manager by tracking the applicable government acceptance dates/receipt dates against the serial number of equipment or the lowest replaceable unit (LRU) of a system. As warranty manager, the contractor shall, unless otherwise notified, submit warranty data on WTI form and WSRI as specified on the Warranty Tracking and Administration for Serialized Items (CDRL A008). As required, the contractor shall upload data to the WAWF Materiel Inspection and Receiving Report (or WAWF Repairable Receiving Report, if appropriate).

3.4.4.1 If there is no compatible government data base to maintain and track warranty life spans for the government furnished property and/or contractor acquired property under the task order contract, the contractor shall internally track items by task order (if applicable), serial numbers, and the information shall be updated monthly to identify the time left on the original warranty. The contractor shall provide the government a copy of the warranty information in an inventory

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tracking report (CDRL A007).

3.4.4.2 When an item has failed, the contractor shall determine if the item is still under warranty. If the item is under warranty, the contractor shall obtain a Return for Maintenance Authorization (RMA) number and instructions on how to get the product repaired or replaced from the manufacturer or authorized distributor. As required, a Warranty and Non-Warranty Failure Status Repair Report (CDRL A009) shall be submitted to the COR on all warranty and non-warranty actions taken during the preceding quarter and collected cumulatively. Quarters will be based on the fiscal year beginning in the month of October.

3.4.5 Maintenance

3.4.5.1 The contractor shall provide maintenance, overhaul, troubleshooting and repair of USCG C4ISR equipment. The contractor shall perform system grooms on USCG C4ISR systems. The system groom shall be comprised of a physical equipment and logistics product inventory, exercising of each system component and conducting live over-the-air testing to ensure all are operating correctly and performing within functional parameters of system configuration as per platform baseline, and provide hands-on training for the ship's crew during the groom event. The contractor shall provide technical input and support SSC Atlantic to develop system groom documents. This type of work entails the following: maintenance, overhaul, troubleshooting, and repair of a system and/or equipment. Maintenance support work may or may not involve traveling.

3.4.5.2 The contractor shall develop and provide test plan and report documentation (CDRL A010 & A011), tools, test equipment, storage and facility space to execute overhaul/repair of USCG CGNC4 antenna systems to include the OE-82 (AM-6691A, AS-3018A, C-9597A, SA-2000A, and TD-1271) Military Satellite Communications (MILSATCOM) antenna systems. The contractor shall diagnose repair or rebuild and test USCG CGNC4 antenna systems to Other Equipment Manufacturer (OEM) condition.

3.4.5.3 The contractor shall provide USCG systems training on the systems listed in section 3.1.1. The training shall include: software loading, system configuration, system integration overview, systems security (i.e. crypto), system operation, system administration and maintenance training as applicable in support of USCG equipment maintenance, overhaul, troubleshooting and repair tasking.

3.4.6 Technical Assistance

As required, the contractor shall provide remote and onsite technical assistance for CASREP resolution, fault analysis, testing and/or repair of USCG C4ISR equipment to restore the units to operational status. The contractor shall be prepared to commence travel for onsite assistance within twenty-four (24) hours of notification. The contractor shall analyze USCG-specific system problems and implement corrective actions without direct assistance or support from SSC Atlantic personnel as required. The contractor shall also collect additional information for SSC Atlantic to include: design, operation and equipment conditions, training and skill levels of site operators, engineering change status, and initial calibration, recalibration, and maintenance problems as directed. The contractor shall report all findings, analysis results and corrective action taken associated with technical assistance Trip Report (CDRL A001) and provide to SSC Atlantic.

3.5. SYSTEM IMPLEMENTATION

3.5.1 Site Surveys, Analysis, and Reports

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The contractor shall conduct site surveys to determine the optimum location and configuration for USCG C4ISR equipment/system installations and identify any site preparation requirements. The Contractor shall gather all pertinent environmental, engineering, configuration and design information relevant to site conditions. The contractor shall analyze the collected data and perform any necessary calculations to make technical recommendations and prepare technical reports and documentation Trip Report (CDRL A001) for a specific system implementation effort.

3.5.2 Installation Design

The contractor shall develop various USCG C4ISR systems technical requirements, specification Technical/Analysis Reports, General (CDRL A002) and drawing documents (CDRL A012) to support configuration design, development and prototyping of systems and equipment to provide solutions to identified requirements. The contractor shall prepare, update and finalize system implementation packages which include fabrication details, equipment relocation and integration details and specifications and material data. The contractor shall review all drawings, data and other work products for technical accuracy. The contractor shall consider cost effectiveness, reduction of risk, constraints and schedules throughout development and implementation of assigned tasks. All documentation shall be prepared in accordance with applicable instructions, standards and specifications.

3.5.2.1 System Integration Support

The contractor shall provide USCG C4ISR system integration and implementation support to SSC Atlantic. With respect to specific USCG C4ISR system integration and implementation tasks, the Contractor shall identify the key technical requirements, analyze and recommend the optimum implementation approach, develop procedures for end-to-end implementation, propose a detailed milestone schedule, and provide drafting support as required. The contractor shall produce all required engineering drawings using AutoCAD/Visio (CDRL A012). The contractor shall develop and provide a detailed C4ISR integration and implementation schedule (CDRL A006), and determine industrial and activity support and interface to include planning, staging of equipment, site access, coordination of daily integration activities with on-site operational activities, and other necessary interfaces.

3.5.3 Installation

The contractor shall provide technical execution of USCG C4ISR systems integration, oversee the system integration and implementation effort, analyze the process and effectiveness, and collect data to document and report schedule progress to SSC Atlantic. The contractor shall complete and deliver requisite as-built configuration platform drawings. The contractor shall perform the following installation support functions:

3.5.3.1 Identify the key technical requirements.

3.5.3.2 Recommend the best approach for performing the installation for COR review and rejection/approval.

3.5.3.3 Identify the various support elements required to complete the installation.

3.5.3.4 Develop the best procedures for end-to-end installation. When required, drafting support shall be required to support the documentation.

3.5.3.5 Propose a detailed milestone schedule using the SSC Atlantic Site/Project Management Plan for format and guidance. (CDRL A006)

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3.5.3.6 Determine interfaces required with installation site personnel including planning, staging of equipment, site access, coordination of daily installation activities with site operational activities, access/ installation/test/acceptance liaison points of contact, and other necessary interfaces.

3.5.3.7 Oversee the installation. Analyze the installation process and its effectiveness.

3.5.3.8 Plan for and facilitate government inspection of installation progress.

3.5.3.9 Recommend solutions (CDRL A002) for resolving deficiencies identified during inspections.

3.5.3.10 Collect data and determine if the installation is on schedule.

3.5.3.11 Provide installation status reports as required. (CDRL A002)

3.5.3.12 Provide technical installation of electronic systems and complete associated as-built drawings. (CDRL A012)

3.5.3.13 The contractor shall deliver a proposed Implementation Schedule (CDRL A006), recommended support equipment, progress and any other reports like Test Reports (CDRL A011).

3.5.4 Testing and Evaluation

The contractor shall conduct USCG C4ISR and CGNC4 platform-specific system testing for each system overhaul, groom, integration, implementation, modification, and upgrade effort utilizing the approved system test procedure to ensure the equipment performs in accordance with functional parameters of system configuration as per platform system requirements. As required, the contractor shall produce and provide system and platform-specific test procedures in support of tasking to include: Pre-Installation and Test Check-Out (PITCO), System Operational and Verification Test (SOVT), and Preventative Maintenance System (PMS) and groom procedures which are all part of Test Plans (CDRL A010).

4.0 INFORMATION TECHNOLOGY (IT) SERVICES REQUIREMENTS

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

Contractors recommending or purchasing commercial software products, hardware, and related services shall ensure they recommend or procure items from approved sources as directed in the latest DoN and DoD policies. Contractors that are authorized to use government supply sources per FAR 51.101, shall as directed in DoN Memorandum – Mandatory use of DoN Enterprise Licensing Agreement (ELA) dtd 22 Feb 12 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). Any item purchased outside these programs shall require approved waivers as directed in the applicable program. Software requirements will be specified at the task order level.

4.2 SECTION 508 COMPLIANCE

The contractor shall ensure that all software recommended, procured, and/or developed is compliant

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with Section 508 of the Rehabilitation Act of 1973, 26 CFR Part 1194 and as directed in 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.

5.0 TASK ORDER ADMINISTRATION

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

5.1 TASK ORDER LIAISON

The contractor shall assign a technical single point of contact, also known as the Program Manager (PM), who shall work closely with the government COR. The PM shall be ultimately 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 also 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 meetings with the COR as needed.

5.2 TASK ORDER MONITORING AND MAINTENANCE

The contractor shall have processes established in order to provide all necessary resources and documentation during various times throughout the day in order to facilitate a timely modification.

5.2.1 Task Order Administration Documentation

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

5.2.1.1 Task Order Status Report (TOSR)

Task Order Status Reports (CDRL A013) shall be developed and submitted monthly, weekly, and/or as required as cited in the requirements of each 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 – A task order status report shall be developed and submitted monthly at least 30 days after task order award on the 10th of each month for those months the task order is active. The contractor shall report on various task order functions: performance, schedule, financial, business relations, and staffing plan/key personnel; see applicable DD Form 1423 for additional reporting details and distribution instructions. This CDRL includes a Staffing Plan (Exhibit A - Attachment 1), Personnel Listing (Exhibit A - Attachment 2), and Government Furnished Property (GFP) Template (Exhibit A - Attachment 3) necessary for additional data collection as required.

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(b) Data Calls – the contractor shall develop and submit a data call report which is e-mailed to

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the COR within six working hours of the request. The contractor shall ensure all information provided is the most current. Cost and funding data will reflect real-time balances. Report will account for all planned, obligated, and expended charges and hours. The contractor shall include the following information and data:

1. Percentage of work completed (by task order ACRN level)
2. Percentage of funds expended (by task order ACRN level)
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 closeout report (CDRL A014) and the Prime shall be responsible for collecting, integrating, and reporting all subcontracting information.

5.2.1.3 Contractor Manpower Reporting

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

(a) Enterprise-wide Contractor Manpower Reporting Application

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

5.2.1.4 WAWF Invoicing Notification and Support Documentation

In accordance with DFARS clause 252.232-7003, 252.232-7006, and local clause 5252.216-9210, the contractor shall submit payment requests and receiving reports using DoD iRAPT application (formerly known as WAWF) which is a secure government Web-based system for electronic invoicing, receipt, and acceptance. The contractor shall provide e-mail notification to the COR when payment requests are submitted to the 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. The contractor shall also provide a soft copy of the invoice and any supporting invoice documentation (CDRL A016) directly to the COR to support in validating the invoiced amount against the products/services provided during the billing cycle. As applicable, the contractor shall forward copies of invoices to the COR within 24 hours after

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submittal of iRAPT /WAWF payment request.

5.2.1.5 Labor Rate Limitation Notification

For all cost type, labor-hour service task order (not applicable for wholly fix-priced task order), the contractors shall monitor the following labor rates as part of the monthly contract/task order status report (see Exhibit A - Attachment 2). The contractor shall initiate required notification if specified threshold values are met. NOTE: Task orders that are wholly firm-fixed price are exempt from this requirement. The ability of a contractor to monitor labor rates effectively will be included in the contract/task order Quality Assurance Surveillance Plan (QASP).

(a) Fully burden labor rates per person (subcontractor included) charged on contract/task order – If the actual invoiced fully burden rate (inclusive of fee) of any individual in any labor category exceeds the threshold amount of \$182.00/hour and the individual’s rate was not disclosed in award of the task order, the contractor shall send notice and rationale (CDRL A017) for the identified labor rate to the COR who will then send appropriate notification to the Contracting/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 200 labor hours, the labor category is excluded from the required CDRL notification regardless if an individual within that labor category exceeds the threshold.

(b) Average actual labor rates (total actual fully burdened labor costs “divided by” total number of hours 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 A017) for the rate variance to the COR who will then send appropriate notification to the Contracting /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 contract/task order status reports.

5.2.1.6 ODC Limitation Notification

Contractors shall monitor Other Direct Costs (ODCs) as part of the monthly task order 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 A017) 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 QASP.

5.2.1.7 Limitation of Subcontracting

In accordance with FAR 52.219-14, limitation of subcontracting is applicable for task orders 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 contract labor cost, and if applicable, the prime contractor shall perform at least 50% of the total contract labor cost on each subsequent task order. 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 A018) every

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3 months. 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 task order 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/task order is not complete how the prime contractor intends to rectify the deficiency.

5.3 TASK ORDER ORGANIZATIONAL CONFLICT OF INTEREST (OCI)

Due to the type of work performed, there are no organizational conflict of interest.

5.4 EARNED VALUE MANAGEMENT (EVM)

In accordance with DoD policy, this task order does not require Earned Value Management (EVM) implementation due to the majority of efforts on this task order is non-scheduled based (i.e., level of effort) and does not lend itself to meaningful EVM information. As required, in lieu of EVM, the contractor shall develop and maintain, Task Order Status Reports (CDRL A013) to help track cost expenditures against performance.

6.0 QUALITY

6.1 QUALITY SYSTEM

Upon award, the prime contractor shall provide and maintain a quality system that, as a minimum, adheres to the latest requirements of International Organization for Standardization (ISO) 9001 – Quality Management Systems, its equivalent (American National Standard Institute/American Society for Quality (ANSI/ASQ) Q9001), and any other supplemental requirements imposed by this task order. 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 their internal auditing system. The contractor shall have the Quality Assurance Plan (QAP) and quality documentation (CDRL A019) available to the government for review at both a program and worksite services level; see below for QAP program specific requirements. Existing quality documents that meet the requirements of this task order may continue to be used. 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 contractor's quality system shall meet 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

6.1.1 Quality Assurance Plan

The purpose of this plan is to provide a quality assurance plan for the services contracted under this TO. This plan provides a basis for the COR to evaluate the quality of the contractor's performance.

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The oversight provided for in this plan, and the remedy established, will help ensure that service levels are of high quality throughout the task order term.

6.1.1.1 The contractor shall develop a QAP (CDRL A019) that meets the following minimum performance standards:

- (a) The contractor shall develop deliverables that are consistently technically accurate.
- (b) The services delivered under this task order will be consistently of high quality. Services that require rework are not acceptable. A Quality Assurance Plan (QAP) (CDRL A019) is required 5 business days following task order award.
- (c) The contractor's cost control efforts under this task order shall be consistently effective (applicable to cost reimbursement task orders).
- (d) The contractor shall be consistently responsive to government customers in its performance of this task order.
- (e) For the purposes of this plan, "consistently" is defined as "generally holding true", "persistently over time", and/or "overall uniformly."

6.1.1.2 The COR will conduct performance evaluations based on the performance standards cited above, Para 6.1.1.1, using the following technique:

- (a) During the performance period of the task order, the COR will continually and proactively monitor contractor efforts and obtain input from other government personnel with performance oversight functions to ascertain the level of compliance with the Performance Standards.
- (b) Every 12 months after the effective date of the task order, the COR will prepare a Task Order Performance Evaluation (TOPE) documenting the results of the efforts performed under paragraph 3.a. above.
- (c) The COR will upload the TOPE to the SeaPort Portal.

6.1.1.3 The following remedies are applicable to performance:

- (a) If the annual Performance Evaluation indicates that the contractor has not met one or more of the Performance Standards, the following negative remedy becomes effective: the COR will submit a negative TOPE on the SeaPort Portal for the applicable Performance Standard.
- (b) This is a significant negative remedy as the TOPE is a key part of the Performance Monitoring process which:
 - 1. Provides input to the annual Contractor Performance Assessment Report (CPAR);
 - 2. Determines the contractor's ability to earn term extensions to its basic SeaPort-e contract in accordance with the Award Term provisions contained therein.

6.2 QUALITY MANAGEMENT PROCESS COMPLIANCE

The contractor shall have processes in place that coincide with the government's quality management processes. As required, the contractor shall use best industry practices including, when

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applicable, ISO/IEC 15288 for System life cycle processes and ISO/IEC 12207 for Software life cycle processes. As applicable, the contractor shall also support and/or participate in 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 SSC 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 SSC 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. QAP (CDRL A019) shall include any of the following as applicable:

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

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

6.5 QUALITY MANAGEMENT DOCUMENTATION

In support of the contract's QASP and Contractor Performance Assessment Reporting System (CPARS), the contractor shall provide the following documents: Cost and Schedule Milestone Plan (CDRL A020) submitted 10 days after task order award, and Contractor CPARS Draft Approval Document (CDAD) Report (CDRL A021) 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 task order and the applicable section of the PWS for which they are required. Section J includes the DD Form 1423s that itemize each Contract Data Requirements List (CDRL) required under this task order. The contractor shall establish a practical and cost-effective system for developing and tracking the required CDRLs generated under each task.

CDRL #	Description	PWS Reference Paragraph	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A001	Trip Report/Site Surveys/Studies and Site Assessment	3.2.1.1, 3.4.1, 3.4.6, 3.5.1	ASREQ	NLT 7 days after completion of trip/survey/ assistance	Unclassified
A002	Technical/Analysis Reports, General	3.2.1.1, 3.5.2, 3.5.3.9 3.5.3.11	ASREQ	NLT 5 business days after government request	Unclassified
A003	Presentation Material	3.2.1.1	ASREQ	NLT 5 business days after government request	Unclassified
A004	Cost Estimates	3.2.1.1	ASREQ	NLT 5 business days after government request	Unclassified
A005	Meeting Minutes	3.2.1.1	ASREQ	NLT 5 business days after government request	Unclassified
A006	Implementation Schedule	3.3.1.1, 3.5.2.1, 3.5.3.5, 3.5.3.13	ASREQ	NLT 5 business days after government request	Unclassified
A007	Inventory Tracking Report	3.4.2.2, 3.4.2.3, 3.4.4.1	MTHLY	10 th of Each Month	Unclassified
A008	Warranty Tracking and Administration for Serialized Items	3.4.3, 3.4.4	ASREQ	At time warrantied item is delivered to government	Unclassified
A009	Failure Status Repair Report	3.4.4.2	QRTLY	15 days after completion of the FY quarter	Unclassified

CDRL #	Description	PWS Reference Paragraph	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
A010	Test Plans	3.4.5.2, 3.5.4	ASREQ	NLT 5 business days after government request	Unclassified
A011	Test Reports	3.4.5.2, 3.5.3.13	ASREQ	NLT 5 business days after government request	Unclassified
A012	Engineering Drawings	3.5.2, 3.5.2.1, 3.5.3.12	ASREQ	NLT 5 business days after government request	Unclassified
A013	Task Order Status Reports (TOSR)	5.2.1.1, 5.4, 8.1.2, 11.2.5	MTHLY	30 Days after task order award (DATO) and monthly on the 10th	Unclassified
A014	Task Order Closeout Reports	5.2.1.2, 11.5	1TIME	NLT 15 days before completion date	Unclassified
A015	RESERVED	-	-	-	-
A016	Invoice Documentation	5.2.1.4	ASREQ	Within 24 hrs from request	Unclassified
A017	Limitation and Rationale Notification	5.2.1.5, 5.2.1.6	ASREQ	Within 24 hrs from occurrence	Unclassified
A018	Limitation to Subcontracting Report	5.2.1.7	QRTLY	NLT 105 DATO and every third month on the 10th	Unclassified
A019	Quality Documentation	6.1, 6.4	ASREQ	Within 24 hrs from request	Unclassified
A019	Quality Documentation – QAP	6.1.1.1	ONE/R	5 DATO	Unclassified
A020	Cost and Schedule Milestone Plan	6.5	One time with revisions (ONE/R)	NLT 10 DATO; revision NLT 7 days after receipt of govt review	Unclassified
A021	Contractor CPARS Draft Approval	6.5	MTHLY	30 DATO and monthly on	Unclassified

CDRL #	Description	PWS Reference Paragraph	Frequency	Date Due	Security Classification (up to S/TS or unclassified)
	Document (CDAD) Report			the 10 th	
A022	OCONUS Deployment Documentation and Package	13.4	1TIME	NLT 7 DATO	Unclassified

7.2 ELECTRONIC FORMAT

The contractor shall provide deliverables electronically by e-mail; hard copies are only required if requested by the government. To ensure information compatibility, the contractor shall guarantee all deliverables (i.e., CDRLs), data, correspondence, and etc., are provided in a format approved by the receiving government representative. The contractor shall provide all data in an editable format compatible with SSC Atlantic corporate standard software configuration as specified below. Contractor shall conform to SSC Atlantic corporate standards within 30 days of task order 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.	Spreadsheet/Graphics	Microsoft Excel
c.	Presentations	Microsoft PowerPoint
d.	Scheduling	Microsoft Project
e.	Computer Aid Design (CAD) Drawings	AutoCAD/Visio
f.	2-D Drawings/ Graphics/Schematics (existing data products)	Raster (CAL S Type I, TIFF/BMP, JPEG, PNG)
g.	Form Processing	Adobe Acrobat (PDF)

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 the task order shall be accessible by email through individual accounts during all working hours.

7.3.2 Information Security

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

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detection services, and host-based security services.

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

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

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

7.3.2.2 Compliance

The contractor shall include in their quality processes procedures that are compliant with information security requirements per DoDM 5200.01.

8.0 SECURITY

8.1 ORGANIZATION

8.1.1 Security Classification

In accordance with the DoD Contract Security Classification Specification, DD Form 254, classified work shall be performed under this task order. The contractor shall have at the time of task order award and prior to commencement of classified work, a SECRET facility clearance (FCL). The initial DD-254 issued will be limited to SECRET; however, as the need arises, some of the task orders under this task order will require a TOP SECRET (TS) or TOP SECRET with Sensitive Compartment Information (SCI) FCL access. Determination of required security classification shall be made at the task order level. In situations where performance schedule is critical, contractors without the appropriate FCL level will not be eligible for task order award. In situations where the task order allows for FCL upgrade, an updated DD-254 will be issued authorizing TS or TS/SCI access to the contractor awarded the applicable task order.

The following PWS task(s) requires access to classified information up to the level of SECRET: 3.2, 3.3, 3.13, 3.14, 3.15, and 3.16. The following PWS task(s) requires access to classified information up to the level of TOP SECRET: 3.4. The following PWS task(s) requires access to classified information up to the level of TOP SECRET/SCI: 3.5, 3.6, 3.7, 3.8, 3.9, 3.10, 3.11, 3.12, 3.17, 3.18, 3.19, 3.20, 3.21, 3.22, 3.23, 3.24, 3.25, and 3.26. U.S. government security clearance eligibility is required to access and handle classified and certain controlled unclassified information (CUI), attend program meetings, and/or work within restricted areas unescorted. Access to SCI will be limited to U.S. government Facilities or other U.S. government sponsored SCI Facilities (SCIFs) authorized on the DD254.

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 contract. The FSO shall have a U.S. government security clearance equal to or higher than the FCL required on this task order. The FSO shall be responsible for tracking the security requirements for all personnel (subcontractors included) utilized on this task order. Responsibilities include entering and updating the personnel security related and mandatory training information within the Staffing Plan document, which is part of Exhibit A -Attachment 1 (CDRL A013) – applicable Staffing Plan sheets include: Security Personnel Tracking sheet, CAC SSC Atlantic Badge

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Tracking sheet, Mandatory Training Sheet. If applicable, FSO shall also update and track CSWF data.

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 this task order, 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 level required for the task order, and if applicable, are certified/ credentialed for the Cybersecurity Workforce (CSWF). The contractor shall validate that the background information provided by their employees charged under this task order is correct. *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 this task order.

8.2.1 Personnel Clearance

The majority of personnel associated with this task order shall possess a SECRET personnel security clearance (PCL). At the government's request, on a case-by case basis, Top Secret (TS) clearances that consist of a Single Scope Background Investigation (SSBI) shall be eligible for access to Sensitive Compartmented Information (SCI). These programs/tasks include contractor personnel having the appropriate clearances required for access to classified data as required. Prior to starting work on the task, contractor personnel shall have the required clearance granted by the Department of Defense Consolidated Adjudications Facility (DoD CAF) and shall comply with IT access authorization requirements. In addition, contractor personnel shall possess the appropriate IT level of access for the respective task and position assignment as required by DoDI 8500.01, Cybersecurity. Any future revision to the respective directive and instruction shall be applied to the task order level as required. Contractor personnel shall handle and safeguard any Controlled Unclassified Information (CUI) and/or classified information in accordance with appropriate DoD, USN, and SSC Atlantic security regulations. Any security violation shall be reported immediately to the SSC Atlantic Security Management Office via the government Project Manager.

8.2.2 Access Control of Contractor Personnel

8.2.2.1 Physical Access to government Facilities and Installations

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

- (a) The majority of government facilities require contractor personnel to have an approved visit

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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 Manual 5220.22M (NISPOM) not later than one (1) week prior to visit – timeframes may vary at each facility/installation. For admission to SSC Atlantic facilities/installations, a visit request shall be forwarded 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, visit request documentation shall be forwarded directly to the on-site facility/installation security office via approval by the COR.

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

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

8.2.2.2 Identification and Disclosure Requirements

As required in 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.

8.2.2.3 Government Badge Requirements

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

8.2.2.4 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) In accordance with DoD Manual (DoDM-1000.13-M-V1), issuance of a CAC will be 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

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- of 6 months or more, (b) individual requires both access to a DoD facility and access to DoD network on site or remotely, or (c) individual requires remote access to DoD networks that use only the CAC logon for user identification.
2. Verification of DoD affiliation from an authoritative data source – CAC eligible personnel must be registered in the Defense Enrollment Eligibility Reporting Systems (DEERS) through either an authoritative personnel data feed from the appropriate Service or Agency or Trusted Associated Sponsorship System (TASS) (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: Personnel requiring logical access shall be required to obtain and maintain a favorable National Agency Check with Local Agency and Credit Checks (NACLIC) investigation. Personnel shall contact the SSC Atlantic Security Office to obtain the latest CAC requirements and procedures.
 4. Verification of a claimed identity – all personnel will 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. As required by 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 task order'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 SSC 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 SSC 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 task order shall use OPNAV 5239/14 (Rev 9/2011). Contractors can obtain a form from the SSC 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.

8.2.2.5 Contractor Check-in and Check-out Procedures

All SSC Atlantic contractor personnel requiring or possessing a government badge and/or CAC for facility and/or IT access shall have a SSC 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 task order award throughout task order completion, the contractor shall provide necessary employee information and documentation for employees hired, transferred, and/or terminated in support of this task order within the required timeframe as cited in the Check-in and Check-out instructions. Contractor's Security Officer shall ensure all

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contractor employees whose services are no longer required on task order return all applicable government documents/badges to the appropriate government representative. NOTE: If the contractor does not have access to the SSC Atlantic COG website, the contractor shall get all necessary Instruction and Forms from the COR.

8.2.3 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 shall be assigned to certain individuals that indicates the level of IT access required to execute the responsibilities of the position based on the potential for an individual assigned to the position to adversely impact DoD missions or functions. As defined in DoD 5200.2-R, SECNAVINST 5510.30 and SECNAV Manual 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 support 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 SSC Atlantic Security Office, processed by the OPM, and adjudicated by DoD CAF. IT Position Categories shall be determined based on the following criteria:

8.2.3.1 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 shall be 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.

8.2.3.2 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 Local Agency and Credit Checks (PT/NACLIC). Assignment to designated IT-II positions requires U.S. citizenship unless a waiver request is approved by CNO.

8.2.3.3 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

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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).

8.2.4 Security Training

Regardless of the task order 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 SSC Atlantic Badge, Cybersecurity training, Privacy Act training, Personally Identifiable Information (PII) training, and Cyber Security Workforce (CSWF) certifications, etc. The contractor shall educate employees on the procedures for the handling and production of classified material and documents, and other security measures as described in the PWS in accordance with DoD 5220.22M.

8.2.5 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". Any information or documentation developed by the contractor under this task order shall not be used for other purposes without the consent of the government Contracting Officer.

8.2.6 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. Any developed documentation containing PII information shall be marked 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 task order 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. As directed in DoDD 5205.02E and SPAWARINST 3432.1, SSC Atlantic's OPSEC program implements requirements in DoD 5205.02-M – OPSEC Program Manual. Note: OPSEC requirements are applicable when task order personnel have access to 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 develop their own internal OPSEC program specific to the task order and based on SSC Atlantic OPSEC requirements. The contractor's program shall identify the current SSC

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Atlantic site OPSEC Officer/Coordinator.

8.3.2 OPSEC Training

Contractor shall track and ensure applicable personnel receive initial and annual OPSEC awareness training. Training may be provided by the government or a contractor's OPSEC Manager. Contractor training shall cover OPSEC as it relates to task order work, discuss the Critical Information applicable in the task order, 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 SSC Atlantic OPSEC Officer, who will ensure it is consistent with SSC Atlantic OPSEC policies. OPSEC training requirements are applicable for personnel during their entire term supporting SSC Atlantic contracts and task orders.

8.3.3 SSC Atlantic OPSEC Program

Contractor shall participate in SSC 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.

8.3.4 Classified Task Orders

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

8.4 DATA HANDLING AND USER CONTROLS

8.4.1 Data Handling

The contractor shall handle all data received or generated under this task order as For Official Use Only (FOUO) material. Any classified information received or generated shall be handled in accordance with the attached DD Form 254 and in shall be in compliance with all applicable PWS references and to other applicable government policies and procedures that include DoD/USN/SSC Atlantic.

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 task order related information processed, stored or transmitted on the contractor's and government's computers/servers to ensure confidentiality, integrity, availability, authentication and non-repudiation. This includes ensuring that provisions are in place that will safeguard all aspects of information operations pertaining to this task order in compliance with all applicable PWS references. In compliance with Para 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

The contractor shall not occupy government owned office space nor labs.

10.0 CONTRACTOR FACILITIES

The contractor's facility is not necessary for the exclusive use of this task order and can be utilized on a shared basis. The facility space shall include an area for the overhaul of limited equipment.

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11.0 TASK ORDER PROPERTY ADMINISTRATION

11.1 PROPERTY TYPES

Task order 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 task order 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 task order. 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.).

Unless otherwise specified, the contractor shall limit all GFI distribution and inventory reports to a need-to-know basis and ensure all GFI is returned at completion of the task order.

11.1.2 Tangible Property – Government Property (GP)

As defined in FAR Part 45, Government Property (GP) is property owned or leased by the government which includes material, equipment, special tooling, special test equipment, and real property. Government property used on this task order includes both government-furnished property (GFP) and contractor-acquired property (CAP) but does not include intellectual property (such as, GFI) and software.

In accordance with FAR clause 52.245-1 and 52.245-9, government property shall be utilized on task order which includes all property owned or leased by the government. Government property consists of government-furnished property (GFP) and Contractor-acquired property (CAP).

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 task order. GFP includes spares and property furnished for repairs, maintenance, overhaul, or modification.

The contractor shall utilize government property in accordance with FAR clause 52.245-1 and 52.245-9. The contractor shall have the means to provide an effective and efficient stewardship of government property. In accordance with PGI 245.103-72, GFP items are identified on Scheduled GFP (SGFP) and/or Requisitioned GFP (RGFP) forms, which can be found within PWS Attachment 4.

No Government-Furnished Equipment (GFE), Government Furnished Material (GFM), Special Tooling and/or Special Test Equipment is provided on this task order.

11.1.2.2 Contractor-acquired Property (CAP)

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CAP is required and is identified in the table below. In accordance with DFARS clause 252.211-7003, the contractor shall ensure all items delivered are properly marked with a Unique item identifier (UII) unless otherwise specified. The government will annotate any item in the CAP listing not requiring an UII under the Equipment/Material Procurement task under PWS Section 3.0 Performance Requirements.

Item #	Description, CAP	Unit/Issue	Quantity
1	Connectors & Backshells	lt	20
2	Hardware & Fasteners	lt	20
3	Prefab Cables & Adapters	lt	20
4	Mounting shelves & Brackets	lt	20
5	Multi-pair cable	ft	20000
6	RF Coaxial Helix Cable	ft	10000
7	Heatshrink & cable ties	lt	20
8	Lift/Crane Rentals	ea	30
9	Office/Drafting Supplies/Labels	lt	20
10	Packing/shipping materials	lt	20
11	Equipment Rack, 901D	ea	10
12	Shipping	ea	200

11.2 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 task order 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 task order property administrator under this task order is designated as Defense Contract Management Agency (DCMA). The contractor shall work with the designated task order property administrator to ensure compliance with the task order's property requirements.

11.2.3 Property Transfer between Government and Contracts/Task Orders

Contractors shall not take receipt or transfer custody of any government property without possessing proper contractual authority; i.e.; item specifically is identified as GFP at the task order level. Per DoDI 4161.02, the government will utilize electronic transaction when transferring GFP to the contractor (specified by contract/task order number) and upon return of the property to the government. The contractor shall use WAWF to receipt property transfer or use Defense Logistics Management System (DLMS) standard logistics transaction set 527R to provide materiel receipt acknowledgement. The contractor shall cite the applicable contract/task order number for each item to properly track property shipments.

Note: If electronic receipt is not available, the contractor shall ensure transfer of property occurs

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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 GFP items not previously tag, labeled, or marked. In accordance with DFARS clause 252.211-7007 (dated Aug 2012), the contractor shall ensure applicable Government Furnished Property (GFP) is identified in the DoD IUID Registry and its integral GFP Module. After a contractor takes possession of GFP, the contractor shall designate the item as GFP in the IUID Registry. Data shall be submitted via iRAPT (formerly Wide Area Workflow (WAWF)) as part of the Material Inspection and Receiving Report. If the item cannot be found in the IUID registry, the contractor shall enter the item.

11.2.4.1 IUID Reporting Criteria. Pursuant to DFARS Clause 252.211-7007, the contractor shall ensure the following types of GFP are reported in the IUID Registry: (1) all serially managed GFP regardless of unit acquisition cost and (2) all non-serially managed items, unless tracked as an individual item, reported in the Registry in the same unit packaging, e.g., original manufacturer's package, box, or container as it was received. Contractor shall be responsible maintaining and updating information in the IUID Registry. When GFP is returned to the government at the completion of the task order, the contractor shall update the IUID registry Custody status. If the GFP item is consumed, destroyed, scrapped, lost, or abandoned during the task order performance, the contractor shall update the item's status and annotate that it has been disposed.

11.2.4.2 Exception to IUID Reporting Criteria. Pursuant to DFARS Clause 252.211-7007, CAP does not have to be reported to the IUID Registry; however, if any CAP is returned to the government, the contractor shall appropriately tag, label, or mark items and enter it into the IUID registry. Other exceptions to IUID reporting include the following: property under statutory leasing authority; property the government has acquired a lien or title solely because of partial, advance, progress, or performance-based payments; intellectual property or software; real property; or property released for work in process. Contractors shall annotate within their property management system if an item is exempt from IUID reporting requirements. The government has final determination.

11.2.5 Government Property Records

Pursuant to FAR clause 52.245-1, contractors and any subcontractors if applicable shall be responsible for establishing and maintaining records of government property in their possession – this includes GFP and CAP. For GFP only, the contractor shall ensure that items designated as Special Tooling (ST) and Special Test Equipment (STE) are correctly annotate in the SSC Atlantic approved GFP central Automated Information System (AIS). The contractor shall work with the COR and designated task order Property Administrator to maintain adequate GFP records which shall be forwarded as required to SSC Atlantic functional mailbox for tracking and centralization. The contractor shall ensure GFP and CAP records contain at a minimum the data elements as described in FAR clause 52.245-1 and shall be submitted for review as part of the task order status report (CDRL A013).

11.2.6 CAP Warranty Tracking

Contractors shall track purchasing of all CAP internally within their inventory system. Pursuant to DFARS clause 252.246-7006, contractors shall track warranty information for all CAP items serialized with an UIID in the WAWF as specified in PWS Para 3.4.2.3. Contractor records are subject to government review at any time.

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11.3 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 contracts/task orders. Contractor shall ensure they have all necessary documentation required for authorized transfer of property from one contract/task order to another. The contractor shall ensure transfer documentation specify the type, quantity and acquisition cost of each item being transferred. For CAP that is transferred to another contract/task order, a modification must be performed on the existing task order, and the CAP items will then be considered GFP when retained by a contractor for continued use.

11.4 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 INVENTORY DISPOSITION

When disposition instructions for GFP are contained in the accountable task order 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 task order or supporting shipping document (DD Form 1149), an excess inventory listing is required that identifies GFP and, under cost reimbursement task orders, 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.

The contractor shall include a final inventory reporting list in the task order Closeout Report (CDRL A014). At the time of the contractor's regular annual inventory, the contractor shall provide the PCO, via the assigned Property Administrator, a copy of the physical inventory listing. All contractor personnel shall be responsible for following the company's internal inventory management procedures and correcting any problems noted by the government property administrator.

11.6 PERFORMANCE EVALUATION

Non-compliance with the task order'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

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standards, OSHA Standard 29 CFR 1910 (general), 1915 (shipboard/submarine) and 1926 (shore), and for the protection, safety and health of their employees and any subcontractors assigned to the task orders. Without government assistance, the contractor shall make certain that all safety requirements are met, safety equipment is provided, and safety procedures are documented as part of their quality management system.

12.1.1 Performance at Government Facilities

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

12.2 SAFETY EQUIPMENT

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

12.3 SAFETY TRAINING

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

13.0 TRAVEL

13.1 LOCATIONS

Travel estimates are in accordance with the latest Joint Travel Regulations (JTR) for DoD Civilian Personnel.

Base Year: OECG

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL

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# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Base Year: AC&I

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

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Option Year 1: OECG

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Option Year 1: AC&I

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL

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# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Option Year 2: OECG

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities

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# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Option Year 2: AC&I

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Option Year 3: OECG

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK

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# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Option Year 3: AC&I

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities

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# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Option Year 4: OECG

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Option Year 4: AC&I

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	2	5/4	Norfolk, VA	Alameda, CA
1	1	12/11	Norfolk, VA	Alameda, CA
1	2	5/4	Charleston, SC	Portsmouth, VA
1	2	5/4	Norfolk, VA	Charleston, SC
1	2	12/11	Norfolk, VA	San Diego, CA

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# Trips	# People	# Days/Nights	From (Location)	To (Location)
5	2	6/5	Norfolk, VA	Kodiak, AK
1	1	5/4	Norfolk, VA	Mayport, FL
1	2	12/11	Norfolk, VA	Pascagoula, MS
1	2	5/4	Norfolk, VA	Key West, FL
1	2	5/4	Norfolk, VA	Jacksonville, FL
1	2	5/4	Norfolk, VA	Baltimore, MD
1	2	5/4	Charleston, SC	Norfolk, VA
1	2	5/4	Norfolk, VA	Glouster, MA
1	2	5/4	Norfolk, VA	Cape May, NJ
1	2	5/4	Norfolk, VA	San Francisco, CA
1	2	7/6	Norfolk, VA	Bahrain
1	2	5/4	Norfolk, VA	Petaluma, CA
1	2	5/4	Norfolk, VA	Nassau, Bahamas
1	2	5/4	Norfolk, VA	Seattle, WA
1	2	5/4	Norfolk, VA	Other Contractor Facilities
1	2	7/6	Norfolk, VA	Various Military and Government Facilities, (Non-Warzone) Worldwide

Note: Travel specifically to Iraq or Afghanistan shall not be performed under this task order.

13.2 PERSONNEL MEDICAL REQUIREMENTS

13.2.1 Medical Screening for Fleet Support

Pursuant to COMUSFLTFORCOM/COMPACFLTINST 6320.3A of 7 May 13, all contractor personnel (including subcontractors) embarking as members of the crew or as guest onboard a U.S. Naval vessels shall have current medical and dental screening and timely paperwork submitted as specified in the instructions. Those personnel with a significant chronic disease or condition that requires frequent medical monitoring and/or treatment shall not be allowed to embark aboard any U.S. Naval vessel.

13.2.2 OCONUS Immunization Requirements

The contractor shall be required to travel to locations outside the Continental limits of the United States (OCONUS) both shore and afloat. Contractor employees who deploy to locations that require immunizations shall do so pursuant to DoDI 6205.4, Department of the Navy (DON), and SPAWARSCENLANTINST 12910.1A.

13.3 LETTER OF AUTHORIZATION

Some travel shall require a Letter of Authorization (LOA). As noted in DFARS PGI 225.7402-3(e), a LOA is necessary to enable a contractor employee to process through a deployment processing center; to travel to, from, and within a theater of operations; and to identify any additional authorizations and privileges. As required by task order, the contractor shall initiate a LOA for each prospective traveler. The contractor shall use the Synchronized Pre-deployment & Operational Tracker (SPOT) web-based system, at <http://www.dod.mil/bta/products/spot.html>, to enter and maintain data with respect to traveling/deployed personnel, and to generate LOAs. When necessary

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and if in the government's interest, the contractor may also initiate a LOA request to provide an official traveler access to government facilities and to take advantage of travel discount rates in accordance with government contracts and/or agreements. All privileges, services, and travel rate discount access are subject to availability and vendor acceptance. LOAs shall be signed/approved by the SPOT registered Contracting/Ordering Officer for the applicable contract/task order.

13.4 SPECIFIED MISSION DESTINATIONS

As specified in each task order, the contractor shall be required to travel to locations designated as Specified Mission Destinations which are listed in the latest SSC Atlantic OCONUS Travel Guide portal (latest link to be provided at contract and task order award). In accordance with DoDI 3020.41 and SPAWARSCENLANTINST 12910.1A, work to be performed at Specified Mission Destinations is subject to all relevant contract clauses, as well as the requirements set forth in the aforementioned guide. The contractor shall be able to meet all clause and guide requirements 35 days prior to travel within the applicable specified destinations. When deployment to a Specified Mission Destination is required, the contractor shall be responsible for processing applicable deployment packages for its personnel in accordance with the SSC Atlantic OCONUS Travel Guide portal. Note: The portal is NOT the authoritative source, as it is only a guide. The contractor shall be responsible to know and understand travel requirements as identified by the Combatant Command (COCOM) and applicable country. Commencing no later than seven (7) days after task order award requiring travel to specified mission destination(s), the contractor shall submit all required OCONUS Deployment Documentation and Package (CDRL A022) to the task order technical POC and/or Command Travel/Deployment Coordinator.

14.0 COR DESIGNATION

The COR for this task order is Karl Kramer who can be reached at phone (843)218-4300; e-mail: karl.kramer@navy.mil.

15.0 TRANSPORTATION OF EQUIPMENT/MATERIAL

Transportation of equipment and/or material is applicable for the noted GFP and/or CAP and is the responsibility of the contractor; the cost shall be included in each task order proposal. For estimating purposes, it is anticipated that the transportation cost of equipment/material will be incidental to the job.

16.0 ACCEPTANCE PLAN

Inspection and acceptance is performed by the COR on all services, data, and non-data deliverables in accordance with the Quality Assurance Surveillance Plan (QASP), PWS Attachment 1.

17.0 OTHER CONDITIONS/REQUIREMENTS

17.1 OVERTIME HOURS

Of the total staff-hours of direct labor set forth above, it is estimated that 0 staff-hours are competitive time (uncompensated overtime). Competitive time (uncompensated overtime) 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 amount is indicated in the first sentence of this paragraph, competitive time (uncompensated overtime) effort performed by

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the contractor shall not be counted in fulfillment of the level of effort obligations under this task order. This task order does not allow for payment of overtime during the normal workweek for employees who are not exempted from the Fair Labor Standards Act unless expressly authorized by the Ordering Officer. Under Federal regulations the payment of overtime is required only when an employee works more than 40 hours in a normal week period.

17.2 FUNDING ALLOCATION

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

LIST OF EXHIBITS

Attachment 1 – Quality Assurance Surveillance Plan (QASP)

Attachment 2 – DD Form 1423s (CDRLs)

Attachment 3 – CAP

Attachment 4 – SGFP Form

Attachment 5 - Personnel Qualifications

SEA 5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)

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

<u>ITEM(S)</u>	<u>ALLOTED TO COST</u>	<u>ALLOTED TO FEE</u>	<u>ESTIMATED PERIOD OF PERFORMANCE</u>
CLIN 7001	██████████	██████████	29 September 2017 through 28 September 2018
CLIN 7002	██████████	██████████	29 September 2017 through 28 September 2018
CLIN 9001	██████████	\$0.00	29 September 2017 through 28 September 2018
CLIN 9002	██████████	\$0.00	29 September 2017 through 28 September 2018

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

(c) CLINs/SLINs 7001, 7002, 9001, and 9002 entitled "LIMITATION OF COST" (FAR 52.232-20) are fully funded and performance under these CLINs/SLINs is subject to the clause of this task order.

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

(End of clause)

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

(a) Personnel assigned to or utilized by the Contractor in the performance of this contract shall, as a minimum, meet the experience, educational, or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner. 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 contract, the burden of proof to sustain that the persons is qualified as prescribed herein shall be upon the contractor.

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

Labor Categories Minimum Requirements

See PWS Attachment 5

(End of clause)

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SECTION D PACKAGING AND MARKING

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

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SECTION E INSPECTION AND ACCEPTANCE

Inspection and acceptance of the services to be furnished hereunder shall be made at destination by the COR.

CLAUSES INCORPORATED BY REFERENCE

REFERENCE CLAUSE TITLE & DATE

52.246-5 INSPECTION OF SERVICES COST-REIMBURSEMENT (APR 1984)

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SECTION F DELIVERABLES OR PERFORMANCE

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

7001	9/29/2017 - 9/28/2018
7002	9/29/2017 - 9/28/2018
9001	9/29/2017 - 9/28/2018
9002	9/29/2017 - 9/28/2018

CLIN - DELIVERIES OR PERFORMANCE

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

7001	9/29/2017 - 9/28/2018
7002	9/29/2017 - 9/28/2018
9001	9/29/2017 - 9/28/2018
9002	9/29/2017 - 9/28/2018

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

7101	9/29/2018 - 9/28/2019
7102	9/29/2018 - 9/28/2019
7201	9/29/2019 - 9/28/2020
7202	9/29/2019 - 9/28/2020
7301	9/29/2020 - 9/28/2021
7302	9/29/2020 - 9/28/2021
7401	9/29/2021 - 9/28/2022
7402	9/29/2021 - 9/28/2022
9101	9/29/2018 - 9/28/2019
9102	9/29/2018 - 9/28/2019
9201	9/29/2019 - 9/28/2020
9202	9/29/2019 - 9/28/2020
9301	9/29/2020 - 9/28/2021
9302	9/29/2020 - 9/28/2021
9401	9/29/2021 - 9/28/2022
9402	9/29/2021 - 9/28/2022

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

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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

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SECTION G CONTRACT ADMINISTRATION DATA

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

252.204-0012 OTHER (SEP 2009)

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

Government advises contractor on ACRNs to invoice.

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.

WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

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

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

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

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

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

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

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

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

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

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

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

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

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(Contracting Officer: Insert applicable document type(s).)

Note: If a “Combo” document type is identified but not supportable by the Contractor’s business systems, an “Invoice” (stand-alone) and “Receiving Report” (stand-alone) document type may be used instead.)

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

(Contracting Officer: Insert inspection and acceptance locations or “Not applicable.”)

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

Routing Data Table*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N65236
Admin DoDAAC	S5111A
Inspect By DoDAAC	N65236
Ship To Code	N65236
Ship From Code	N/A
Mark For Code	N65236
Service Approver (DoDAAC)	S5111A
Service Acceptor (DoDAAC)	N/A
Accept at Other DoDAAC	N/A
LPO DoDAAC	N65236
DCAA Auditor DoDAAC	HAA47B
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.

Karl Kramer, COR, karl.kramer@navy.mil

(g) *WAWF point of contact.*

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

Karl Kramer, COR, karl.kramer@navy.mil

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

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(End of clause)

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

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

CONTRACTING OFFICER REPRESENTATIVE

Name: Karl Kramer

Code: 55230

Address: PO Box 190022, North Charleston, SC 29419-9022

Phone Number:843-218-5300

Email: karl.kramer@navy.mil

(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** 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.

5252.232-9210 LIMITATION OF LIABILITY - INCREMENTAL FUNDING (JAN 1992)

This task/delivery order is incrementally funded and the amount currently available for payment hereunder is limited to [REDACTED] inclusive of fee. It is estimated that these funds will cover the cost of performance from 29 September 2017 through 28 September 2018. Subject to the provisions of the FAR 52.232-22 "Limitation of Funds" clause of this contract, no legal liability on the part of the Government for payment in excess of [REDACTED] shall arise unless additional funds are made available and are incorporated as modifications to this contract.

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Contracting Officer Representative

Karl Kramer, 55230
 PO BOX 190022
 N.CHARLESTON, SC 29419-9022
 karl.kramer@navy.mil
 843-218-5300

Accounting Data

SLINID	PR Number	Amount
700101	130055829200002	616954.51
LLA :		
AA 97X4930 NH3S 251 77777 0 050120 2F 000000 A00004161245		
Standard Number: HSCG2316XADB044		
NWA #: 100001186807 CTR3		
700201	130055829200002	616954.51
LLA :		
AA 97X4930 NH3S 251 77777 0 050120 2F 000000 A00004161245		
Standard Number: HSCG2316XADB044		
NWA #: 100001186807 CTR3		
900101	130055829200005	219666.31
LLA :		
AB 97X4930 NH3S 251 77777 0 050120 2F 000000 A30004161245		
Standard Number: HSCG2316XADB044		
NWA #: 100001186811 CTR2		
900201	130055829200005	219666.31
LLA :		
AB 97X4930 NH3S 251 77777 0 050120 2F 000000 A30004161245		
Standard Number: HSCG2316XADB044		
NWA #: 100001186811 CTR2		
BASE Funding 1673241.64		
Cumulative Funding 1673241.64		

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SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.204-9202 CONTRACTOR PICTURE BADGE (JUL 2013)

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

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

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

(End of clause)

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

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

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 93,282 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 (Offeror to fill-in) 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 (except as provided in paragraph (j) below), or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.

(d) The level of effort for this contract shall be expended at an average rate of approximately 359 hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man-hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this 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 Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

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(f) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man-hours of effort specified in paragraph (a) above would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.

(g) If the total level of effort specified in paragraph (a) above is not provided by the Contractor during the period of this contract, the Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this contract as follows:

Fee Reduction = Fee (Required LOE - Expended LOE)

Required LOE

or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR 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 Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an underrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.

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

(End of Text)

5252.222-9600 WAGE DETERMINATION APPLICABLE, SERVICE CONTRACT ACT (JUL 1989)

Attachment 4 (found in Section J) incorporated herein sets forth the applicable Service Contract Act Wage Determination by the Secretary of Labor.

(End of clause)

5252.227-9207 LIMITED RELEASE OF CONTRACTOR CONFIDENTIAL BUSINESS INFORMATION

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(APRIL 2010)

(a) Definition.

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

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

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

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

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

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

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

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

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

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

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

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

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

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the furnishing of Information.

(End of clause)

5252.231-9200 REIMBURSEMENT OF TRAVEL COSTS (JAN 2006)

(a) Contractor Request and Government Approval of Travel

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

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

(b) General

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

- (i) Federal Travel Regulation prescribed by the General Services Administration for travel in the contiguous 48 United States;
- (ii) Joint Travel Regulation, Volume 2, DoD Civilian Personnel, Appendix A, prescribed by the Department of Defense for travel in Alaska, Hawaii, The Commonwealth of Puerto Rico, and the territories and possessions of the United States; or
- (iii) Standardized Regulations, (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem Allowances in Foreign Areas" prescribed by the Department of State, for travel in areas not covered in the travel regulations cited in subparagraphs (b)(1)(i) and (b)(1)(ii) above.

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

(c) Per Diem

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

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

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

(d) Transportation

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

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

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

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

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

(6) Definitions:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(End of Clause)

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,

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separate rooms, or cubicles must be clearly identified with Contractor supplied signs, name plates or other identification, showing that these are work areas for Contractor or subcontractor personnel.

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

(a) The Contractor Performance Assessment Reporting System (CPARS) has been established to collect past performance information on defense contractors as required by FAR 42.1502 (DoD Deviation 99-O0002). The frequency and type of CPARS reports (initial, intermediate, final, out-of-cycle, and addendum) shall be as required in the DoD CPARS Policy Guide that is available at: <http://www.cpars.csd.disa.mil/cparsmain.html>

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

SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

REFERENCE CLAUSE TITLE & DATE

52.219-6 NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE (NOV 2011)

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

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

- (a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.
- (b) If the Government exercises this option, the extended contract shall be considered to include this option clause.
- (c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years.

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

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

*This Statement is for Information Only:
It is not a Wage Determination*

Employee Class	Monetary Wage -- Fringe Benefits
Administrative Assistant (Code: 01011)	GS-07

(End of Clause)

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

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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—

- (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](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.

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“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. 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/uii_types.htmlhttp://www.acq.osd.mil/dpap/pdi.](http://www.acq.osd.mil/dpap/pdi/uid/uii_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:

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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 reparables and DoD serially managed nonreparables 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:

(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

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(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:

- (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.

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- (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).**
- (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

PWS Attachment 1 - Quality Assurance Surveillance Plan

Exhibit A - Attachment 2 - CDRL A001

Exhibit A - Attachment 2 - CDRL A002

Exhibit A - Attachment 2 - CDRL A003

Exhibit A - Attachment 2 - CDRL A004

Exhibit A - Attachment 2 - CDRL A005

Exhibit A - Attachment 2 - CDRL A006

Exhibit A - Attachment 2 - CDRL A007

Exhibit A - Attachment 2 - CDRL A008

Exhibit A - Attachment 2 - CDRL A009

Exhibit A - Attachment 2 - CDRL A010

Exhibit A - Attachment 2 - CDRL A011

Exhibit A - Attachment 2 - CDRL A012

Exhibit A - Attachment 2 - CDRL A013

Exhibit A - Attachment 2 - CDRL A014

Exhibit A - Attachment 2 - CDRL A015

Exhibit A - Attachment 2 - CDRL A016

Exhibit A - Attachment 2 - CDRL A017

Exhibit A - Attachment 2 - CDRL A018

Exhibit A - Attachment 2 - CDRL A019

Exhibit A - Attachment 2 - CDRL A020

Exhibit A - Attachment 2 - CDRL A021

Exhibit A - Attachment 2 - CDRL A022

PWS Attachment 3 - CAP List

SolicitationAttachment4WageDeterminationNorfolkVA

Attachment 1A & 1B - Reference Information Sheet

Attachment 2 - Past Performance Questionnaire

PWS Attachment 4 - Scheduled GFP Form

PWS Attachment 5 - Personnel Qualifications