

ORDER FOR SUPPLIES OR SERVICES (FINAL)

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1. CONTRACT NO. [REDACTED]		2. DELIVERY ORDER NO. N6523618F [REDACTED]		3. EFFECTIVE DATE 2018 Jun 22		4. PURCH REQUEST NO. 1300636861		5. PRIORITY Unrated				
6. ISSUED BY SPAWAR-Systems Center Lant (CHRL) P.O. BOX 190022 North Charleston SC 29419-9022 Shauna Lloyd/221 843-218-5857				7. ADMINISTERED BY DCMA Manassas 14501 George Carter Way, 2nd Floor Chantilly VA 20151		8. DELIVERY FOB DESTINATION OTHER (See Schedule if other)						
9. CONTRACTOR Spry Methods, Inc. 1420 Spring Hill Road, Ste 300 McLean VA 22102-3027				10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X IF BUSINESS IS X SMALL X SMALL DISADVANTAGED WOMEN-OWNED						
14. SHIP TO See Section D				15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264		13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.				
16. TYPE OF ORDER		DELIVERY/ CALL		X		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract.						
		PURCHASE				Reference your _____ furnish the following on terms specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.						
Spry Methods, Inc.				Kathy Kchao Business Development								
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/Theodore Rivera				25. TOTAL [REDACTED]		26. DIFFERENCES		
27a. QUANTITY IN COLUMN 20 HAS BEEN												
INSPECTED		RECEIVED		ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:								
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE						
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE				28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS				
				PARTIAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR				
f. TELEPHONE				g. E-MAIL ADDRESS				FINAL				
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.				31. PAYMENT				34. CHECK NUMBER				
a. DATE		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		COMPLETE				35. BILL OF LADING NO.				
				PARTIAL								
				FULL								
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CON-TAINERS		41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.		

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GENERAL INFORMATION

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7000	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #1, Shipbuilding and Conversion (SCN) (SCN)	1.0	LO			
700001	AD26	ACRN AA PR 1300719095 BS-845017.41E05T79841D (SCN)					
7001	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #2, Shipbuilding and Conversion (SCN) (SCN)	1.0	LO			
700101	AD26	ACRN: AB PR 1300719095 BS-845017.41E05T79941D (SCN)					
7002	AD26	In support of EVM Support for CSRR Modernization, AFLOAT EVM, Operation and Procurement (OPN) (OPN)	1.0	LO			
7003	AD26	In support of Shore IPT EVM Support, SHORE EVM, Operation and Maintenance, Navy (OMN) (O&MN,N)	1.0	LO			
700301	AD26	ACRN: AD PR 1300719094 BS-001716.0201010206 (O&MN,N)					
7004	AD26	In support of SHORE IPT Program Management (PM) Support, SHORE PM SUPPORT OMN, Operation and Maintenance, Navy (OMN) (O&MN,N)	1.0	LO			
700401	AD26	ACRN AD PR 1300719094 BS-001716.0201010206 (O&MN,N)					

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7005		CDRLs Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7100	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #1, Shipbuilding and Conversion (SCN) (SCN)	1.0	LO			
		Option					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7101	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #2, Shipbuilding and Conversion (SCN) (SCN) Option	1.0	LO			
7102	AD26	In support of EVM Support for CSRR Modernization, AFLOAT EVM, Operation and Procurement OPN (OPN) Option	1.0	LO			
7103	AD26	In support of Shore IPT EVM Support, SHORE EVM, Operation and Maintenance, Navy (OMN) (O&MN,N) Option	1.0	LO			
7104	AD26	In support of SHORE IPT Program Management (PM) Support, SHORE PM SUPPORT OMN, Operation and Maintenance, Navy (OMN) (O&MN,N) Option	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7105		CDRLs Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7200	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #1, Shipbuilding and Conversion (SCN) (SCN) Option	1.0	LO			
7201	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #2, Shipbuilding and Conversion (SCN) (SCN) Option	1.0	LO			
7202	AD26	In support of EVM Support for CSRR Modernization, AFLOAT EVM, Operation and Procurement (OPN) (OPN) Option	1.0	LO			
7203	AD26	In support of Shore IPT EVM Support, SHORE EVM, Operation and Maintenance, Navy (OMN) (O&MN,N) Option	1.0	LO			

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7204	AD26	In support of SHORE IPT Program Management (PM) Support, SHORE PM SUPPORT OMN, Operation and Maintenance, Navy (OMN) (O&MN,N) Option	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7205		CDRLs Option Year 2 Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7300	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #1, Shipbuilding and Conversion (SCN) (SCN) Option	1.0	LO			
7301	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #2, Shipbuilding and Conversion (SCN) (SCN) Option	1.0	LO			
7302	AD26	In support of EVM Support for CSRR Modernization, AFLOAT EVM, Operation and Procurement (OPN) (OPN) Option	1.0	LO			
7303	AD26	In support of EVM Support for CSRR Modernization, AFLOAT EVM, Operation and Procurement (OPN) (O&MN,N) Option	1.0	LO			
7304	AD26	In support of SHORE IPT Program Management (PM) Support, SHORE PM SUPPORT OMN, Operation and Maintenance, Navy (OMN) (O&MN,N) Option	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7305		CDRLs Option Year 3 Not Separately Priced	1.0	LO			NSP

For Cost Type Items:

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7400	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #1, Shipbuilding and Conversion (SCN) (SCN) Option	1.0	LO			
7401	AD26	In support of EVM Support for CSRR Virginia New Construction, AFLOAT EVM HULL #2, Shipbuilding and Conversion (SCN) (SCN) Option	1.0	LO			
7402	AD26	In support of EVM Support for CSRR Modernization, AFLOAT EVM, Operation and Procurement (OPN) (OPN) Option	1.0	LO			
7403	AD26	In support of Shore IPT EVM Support, SHORE EVM, Operation and Maintenance, Navy (OMN) (O&MN,N) Option	1.0	LO			
7404	AD26	In support of SHORE IPT Program Management (PM) Support, SHORE PM SUPPORT OMN, Operation and Maintenance, Navy (OMN) (O&MN,N) Option	1.0	LO			

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7405		CDRLs Option Year 4 Not Separately Priced	1.0	LO			NSP

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9002	AD26	ODC in support of CLIN 7002 (OPN)	1.0	LO	
900201	AD26	ACRN AC PR 1300719094 BS-001716.0302040125 (OPN)			
9003	AD26	ODC in support of CLIN 7003 (O&MN,N)	1.0	LO	
900301	AD26	ACRN AD PR 1300719094 BS-001716.0201010206 (O&MN,N)			
9004	AD26	ODC in support of CLIN 7004 (O&MN,N)	1.0	LO	
9102	AD26	ODC in support of CLIN 7102 (OPN) Option	1.0	LO	
9103	AD26	ODC in support of CLIN 7103 (O&MN,N) Option	1.0	LO	

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9104	AD26	ODC in support of CLIN 7104 (O&MN,N) Option	1.0	LO	
9202	AD26	ODC in support of CLIN 7202 (OPN) Option	1.0	LO	
9203	AD26	ODC in support of CLIN 7203 (O&MN,N) Option	1.0	LO	
9204	AD26	ODC in support of CLIN 7204 (O&MN,N) Option	1.0	LO	
9302	AD26	ODC in support of CLIN 7302 (OPN) Option	1.0	LO	
9303	AD26	ODC in support of CLIN 7303 (O&MN,N) Option	1.0	LO	
9304	AD26	ODC in support of CLIN 7304 (O&MN,N) Option	1.0	LO	
9402	AD26	ODC in support of CLIN 7402 (OPN) Option	1.0	LO	
9403	AD26	ODC in support of CLIN 7403 (O&MN,N) Option	1.0	LO	
9404	AD26	ODC in support of CLIN 7404 (O&MN,N) Option	1.0	LO	

ADDITIONAL SLINS

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

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 contracts, base fee" in cost-plus award fee type contracts, or "fixed fee" in cost-plus-fixed-fee type contracts for level of effort type contracts.
- b. The Government shall make payments to the Contractor, subject to and in accordance with the clause in this 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 contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable, and shall be paid fee at the hourly rate(s) specified in the table below per man-hour performed and invoiced. Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this 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
Base	7000		
Base	7001		
Base	7002		
Base	7003		
Base	7004		
Base	7005		
Option 1	7100		
Option 1	7101		
Option 1	7102		
Option 1	7103		
Option 1	7104		
Option 1	7105		
Option 2	7200		
Option 2	7201		
Option 2	7202		
Option 2	7203		
Option 2	7204		
Option 2	7205		
Option 3	7300		
Option 3	7301		
Option 3	7302		
Option 3	7303		
Option 3	7304		
Option 3	7305		
Option 4	7400		
Option 4	7401		
Option 4	7402		
Option 4	7403		
Option 4	7404		

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

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

SHORT TITLE:

Earned Value Management (EVM) and Program Management (PM) Support Services

1.0 PURPOSE

1.1 BACKGROUND

The Space and Naval Warfare Systems Center (SPAWARSYSCEN) Atlantic mission is to provide the warfighter with knowledge superiority by preparing, delivering, and monitoring effective, capable and integrated command, control, communications, computer, intelligence, surveillance and reconnaissance (C4ISR) systems. As part of the SPAWARSYSCEN Atlantic mission in supporting the warfighter, the Subsurface Division is the lead organization responsible for the acquisition, installation, integration, and testing of the Common Submarine Radio Room (CSRR) for all classes of US Naval Submarines, including Virginia New Construction. CSRR is an ACAT II Program and Earned Value Management (EVM) is required by the Assistant Secretary of the Navy for Research, Development and Acquisition (ASN RDA). The Afloat Submarine Command, Control, Communications, Computer, and Intelligence (C4I) Integrated Product Team (IPT) is responsible for cost, schedule, and performance for the CSRR production, integration, assembly, and test efforts. The Shore IPT is responsible for the acquisition, installation, integration and testing of the shore based Low Frequency/Very Low Frequency (LF/VLF) Transmitter sites, Submarine Broadcast Control Authority (BCA) sites, and delivery of Fixed Submarine Broadcast Systems (FSBS) Software Support Activity (SSA) software deliveries. The Shore Submarine C4I IPT has In-service Engineering Agent (ISEA) activities for the FSBS Transmitters and Submarine Operational Authority (SUBOPAUTH) and is also responsible for applicable modernizations and installations.

1.2 SCOPE

SPAWARSYSCEN Atlantic Afloat and Shore Submarine C4I IPTs are tasked by the Undersea Integration Program Office (PMW 770) and Naval Sea Systems Command (NAVSEA) Program Executive Office, Submarines (PMS 450) to provide EVM and PM services to support the requirements of the FSBS, SUBOPAUTH and CSRR Programs. This TO is funded with multiple appropriations as delineated on specified contract line item numbers (CLINs). The TO period of performance spans one (1) base year and four (4) option years. The applicable PWS task(s) associated with each funding CLIN is outlined in Section B and Section G of the RFP.

NOTE: Work will not be performed in Afghanistan.

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2.0 APPLICABLE DOCUMENTS (AND DEFINITIONS)

The contractor shall ensure all work accomplished utilizes the best commercial practices and current acceptable industry standards. The applicable references and standards invoked will vary within individual tasks. In accordance with Defense Acquisition Policy changes, maximum utilization of non-government standards will be made wherever practical. Where backward compatibility with existing systems is required, selected interoperability standards will be invoked.

2.1 REQUIRED DOCUMENTS

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

	Document Number	Title
a.	DoD 5200.2-R	DoD Regulation – Personnel Security Program
b.	DoD 5205.02-M	DoD Manual – Operations Security (OPSEC) Program Manual dtd 3 Nov 08
c.	DoD 5220.22-M	DoD Manual – National Industrial Security Program Operating Manual (NISPOM)
d.	DoDD 5220.22	DoD Directive – National Industrial Security Program
e.	DoDD 8500.1	DoD Directive – Information Assurance
f.	DoDI 8500.2	DoD Instruction – Information Assurance (IA) Implementation
g.	NAVSUP P-723	Navy Inventory Integrity Procedures
h.	SECNAVINST 5510.30	DoN Regulation – Personnel Security Program
i.	SPAWARINST 3432.1	SPAWAR Instruction – Operations Security (OPSEC) Policy dtd 2 Feb 05
j.	SPAWARINST 4720.1A	SPAWAR Modernization and Installation Policy
k.	DoDI 8510.01	DoD Instruction – Risk Management Framework (RMF) for DoD Information Technology (IT) dtd 12 Mar 14
l.	SECNAVINST 5239.3B	DoN Information Assurance Policy, 17 Jun 09

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m.	SPAWARINST 5721.1B	SPAWAR Section 508 Implementation Policy, 17 Nov 09
n.	DoDM 5200.01	DoD Manual – Information Security Program Manual dtd 24 Feb 12
o.	DoDD 5205.02E	DoD Directive – Operations Security (OPSEC) Program dtd 20 Jun 12
p.	DoDI 5220.22	DoD Instruction – National Industrial Security Program dtd 18 Mar 11
q.	DoDI 8500.01	DoD Instruction – Cybersecurity dtd 14 Mar 14
r.	DoD 8570.01-M	Information Assurance Workforce Improvement Program dtd 19 Dec 05 with Change 3 dtd 24 Jan 12
s.	SECNAV M-5239.2	DON Information Assurance Workforce Management Manual dtd May 2009
t.	SECNAV M-5510.30	Secretary of the Navy Manual – DoN Personnel Security Program dtd Jun 2006

2.2 GUIDANCE DOCUMENTS

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

	Document Number	Title
a.	MIL-HDBK-881A	Work Breakdown Structures for Defense Materiel Items
b.	ANSI/EIA-748A	America National Standards Institute/Electronic Industries Alliance Standard – Earned Value Management (EVM) Systems
c.	DFAR	Defense Federal Acquisition Regulations
d.	DoD 5000 series	Defense Acquisition Regulations
e.	DOD 5105.38M	Security Assistance Management Manual
f.	DTM-08-003	Directive-Type Memorandum 08-003 – Next Generation Common Access Card (CAC) Implementation Guidance, December 1, 2008
g.	FAR	Federal Acquisition Regulations

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h.	HPSD-12	Homeland Security Presidential Directive – Policy for a Common Identification Standard for Federal Employees and Contractors, August 27, 2004
i.	ISO/IEC 12207	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – Software Life Cycle Processes
j.	ISO/IEC 15288	International Organization for Standardization/ International Electrotechnical Commission: Systems and Software Engineering – System Life Cycle Processes
k.	DoDM-1000.13-M-V1	DoD Manual – DoD Identification Cards: ID card Life-Cycle dtd 23 Jan 14
l.	FIPS PUB 201-2	Federal Information Processing Standards Publication 201-2 – Personal Identity Verification (PIV) of Federal Employees and Contractors, August 2013
m.	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
n.	N/A	SSC Atlantic Contractor Check-in portal – https://wiki.spawar.navy.mil/confluence/display/SSCACOG/Contractor+Checkin
o.	DoDD 5000.01	DoD Directive – The Defense Acquisition System
p.	DoDI 5000.02	DoD Instruction – Operation of the Defense Acquisition System
q.	MIL-STD-1916	DoD Test Method Standard – DoD Preferred Methods for Acceptance Of Product

2.3 SOURCE OF DOCUMENTS

The contractor shall obtain all applicable documents. Several 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

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should be addressed to Commanding Officer, Naval Publications and Forms Center, 5801 Tabor Ave., Philadelphia, PA 19120-5099.

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

2.4 ACRONYMS

ASC IPT: Afloat Submarine C4I IPT

BCA: Broadcast Control Authority

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

CAEI: C4ISR Acquisition, Engineering and Integration

CSRR: Common Submarine Radio Room

EVM: Earned Value Management

FSBS: Fixed Submarine Broadcast Systems

ILS: Integrated Logistics Support

LF: Low Frequency

NSERC: Naval Systems Engineering Resource Center

MA: Mission Alignment

PM: Program Management

SME: Subject Matter Expert

SSA: Software Support Activity

SUBCOMMS: Submarine Communications

SUBOPAUTH: Submarine Operational Authority

VA: VIRGINIA Class (New Construction submarine)

VLF: Very Low Frequency

WBS: Work Breakdown Structure

3.0 PERFORMANCE REQUIREMENTS

The following paragraphs list all required support tasks that are required. The contractor shall provide necessary resources and knowledge to support the listed tasks. The contractor shall complete all required tasks while controlling and tracking performance and goals in terms of costs, schedules, and resources.

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Note: In compliance with SPAWARINST 4720.1A – SPAWAR Modernization and Installation Policy, all task order installation work performed aboard Navy ships and Navy shore sites is under Installation Management Office (IMO) supervision; otherwise, a formal exemption request has been approved. In accordance with the Fleet Readiness Directorate Standard Operating Procedure (FRD SOP), Commander, Space & Naval Warfare Systems Command (COMSPAWARSYSCOM) letter Ser FRD/235 dated 24 Apr 12, the contractor shall ensure proper notification and status updates of installation work performed outside of SPAWARSYSCEN Atlantic respective Areas of Responsibilities (AORs) are provided to the SPAWAR Officer in Charge (OIC) or applicable Geographic Lead.

3.1. RELEVANT EXPERIENCE

The Contractor shall support the COR and PMs with monitoring program execution by reviewing or developing integrated cost and schedule performance data. The Contractor shall, based on these reviews, make recommendations to mitigate or minimize risk. The Contractor shall use internal management control systems that produce data that: (a) indicate work progress; (b) properly relate cost, schedule, and technical accomplishment; (c) are valid, timely, and able to be audited; and (d) provide the COR with information at a practical level of summarization. The Contractor shall manage, calculate, and/or employ EVM methods in support of government efforts on projects/programs that require EVM implementation. The contractor shall be capable of providing support that relates resource planning to schedules and technical performance requirements, integrates technical performance, cost, schedule, and risk management, and provides the integrated management information to plan the timely performance of work. The contractor shall be able to account for costs, and measure actual performance against plans and by WBS and/or Contract Work Breakdown Structure (CWBS) elements in accordance with MIL-HDBK-881A. The contractor shall be able to ensure a project's tasking and expenditures are properly being sorted and accounted by the correctly assigned WBS/CWBS element. The EVMS shall have the capability to predict, isolate, and identify variances and the factors causing the variances.

3.1.1 Programs and Initiatives

The contractor shall support and comply with DoN and DoD enterprise initiatives. Such programs and initiatives include, at a minimum:

- a. CSRR
- b. EVM
- c. FSBS
- d. Primavera P6
- e. SUBCOMMS
- f. SUBOPAETH

3.2. PROGRAM MANAGEMENT

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3.2.1 Program Support

The contractor shall provide EVM and PM support services for the Afloat and Shore Submarine C4I IPTs. The contractor shall provide task order Administration in accordance with the requirements of this PWS. The contractor shall monitor cost, schedule and performance. The contractor shall develop and submit documentation referenced per CDRLs for task order administration.

3.2.2 Program Support Documentation

The contractor shall develop and draft PM documents as follows:

3.2.2.1 Contractor shall develop and maintain a Cost and Schedule Milestones (CDRL A001) no later than 10 days after task order award date with revision no later than 7 days after receipt of government review.

3.2.2.2 The contractor shall provide technical representation at reoccurring or ad hoc meetings, providing inputs to the COR and the PMs.

3.2.2.3 Contractor shall provide a monthly Task Order Status Reports (TOSR) (CDRL A002) due at least 30 days after task order award and the 10th of each month which shall include the personnel tasked, labor hours and cost expended.

3.2.2.4 The contractor shall complete the Contractor CPARS Draft Approval Document (CDAD) Report monthly (CDRL A003) due at least 30 days after task order award and the 10th of each month.

3.2.2.5 The contractor shall also provide a Contract Funds Status Report (CDRL A004) in due 30 days after task order award and the 10th of each month.

3.2.2.6 The contractor shall provide any requested invoice support documentation within 24 hours of the request (CDRL A005).

3.2.3 Program Closeout

3.2.3.1 Contractor shall provide a Task Order Closeout Report (CDRL A006).

3.3 EARNED VALUE MANAGEMENT (EVM) SUPPORT

3.3.1 AFLOAT IPT EVM SUPPORT

3.3.1.1 EVM Support for CSRR VIRGINIA New Construction (CLIN 7000, CLIN 7001)

The contractor shall provide EVM services to the CSRR Program and ASC IPT in support of VIRGINIA New Construction hulls. The Contractor shall monitor and update the Primavera-based EVMS for CSRR.

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The contractor shall provide CSRR integrated production program and/or project schedules by linking individual schedules for engineering, ILS, production, testing and other related efforts, for all CSRR VA New Construction submarine platforms (CDRL A007). The contractor shall provide, prepare and update production project schedules in Primavera P6, track and analyze scheduled versus actual events, and shall prepare CSRR VA New Construction production schedule status reports (CDRL A007). The project schedules and status reports shall be kept current and shall be available to the COR and PM within 24 hours of request. The contractor shall prepare and monitor all production schedules in accordance with SPAWARSYSCEN Atlantic WBS. The contractor shall incorporate plans of the production program into integrated project schedules. The contractor shall implement and monitor a production control system. The contractor shall be prepared to brief status of documentation weekly and shall provide technical representation at CSRR VA New Construction production meetings. The contractor shall provide documentation preparation support for all submarine communication areas regarding schedules.

3.3.1.2 EVM Support for CSRR Modernization (CLIN 7002)

The contractor shall provide EVM services to the CSRR Program and ASC IPT in support of modernization hulls. The Contractor shall monitor and update the Primavera-based EVMS for CSRR. The contractor shall provide CSRR integrated production program and/or project schedules by linking individual schedules for engineering, ILS, production, testing and other related efforts, for all CSRR modernization submarine platforms (CDRL A007). The contractor shall provide, prepare and update production project schedules in Primavera P6, track and analyze scheduled versus actual events, and shall prepare CSRR modernization production schedule status reports (CDRL A007). The project schedules and status reports shall be kept current and shall be available to the COR and PM within 24 hours of request. The contractor shall prepare and monitor all production schedules in accordance with SPAWARSYSCEN Atlantic WBS. The contractor shall incorporate plans of the production program into integrated project schedules. The contractor shall implement and monitor a production control system. The contractor shall be prepared to brief status of documentation weekly and provide technical representation at CSRR production meetings. The contractor shall provide documentation preparation support for all submarine communication areas regarding schedules.

3.3.2 SHORE IPT EVM SUPPORT (CLIN 7003)

The contractor shall provide EVM services to the Shore Submarine C4I IPT. The Contractor shall provide support to the Shore Submarine C4I IPT Programs in the continued support of the Primavera-based EVMS in place and by creating new schedules and analyses utilizing the latest scheduling software (ex. Primavera P6). The contractor shall provide Shore Sub C4I IPT integrated program and/or project schedules by linking individual schedules for software development, ILS, production, testing and other related efforts (CDRL A007). The contractor shall maintain project schedules, track and analyze scheduled versus actual events, and shall prepare Shore Sub C4I IPT schedule status reports (CDRL A007). The project schedules and status reports shall be kept current and shall be available to the COR and PM within 24 hours of request. The contractor shall provide technical representation at meetings with stakeholders, presenting schedule milestones per project, tracking progress and briefing status. The contractor shall implement and maintain an EVM cost and schedule control system, and shall incorporate budgets into integrated project schedules, providing documentation preparation in support of all submarine communication areas regarding schedule.

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3.4 SHORE IPT PROGRAM MANAGEMENT (PM) SUPPORT (CLIN 7004)

The contractor shall provide PM support services to the Shore Sub C4I IPT. The contractor shall monitor cost, schedule and performance of Shore IPT task orders. The contractor shall provide Risk Management Support to the Shore Sub C4I IPT, and shall maintain program risks in the SPAWARSYSCEN Atlantic Risk Management tool. The contractor shall input and maintain Demand Signals in accordance with SPAWAR procedures, submit Demand Signals for the Shore Sub C4I IPT, and shall support the Shore IPT Lead and COR in the tracking and maintenance of any IPT Demand Signals. The contractor shall maintain the IPT's Mission Alignment (MA) and other IPT documentation in business operations applications in Intelink and in the Shore SharePoint workspace. The contractor shall support in the preparation of Shore Sub C4I IPT briefs and data calls.

4.0 INFORMATION TECHNOLOGY (IT) SERVICES REQUIREMENTS

4.1 INFORMATION TECHNOLOGY (IT) GENERAL REQUIREMENTS

When applicable, the contractor shall be responsible for the following:

- 4.1.1 Ensure that no production systems are operational on any RDT&E network.
- 4.1.2 Follow DoDI 8510.01 of 12 Mar 2014 when deploying, integrating, and implementing IT capabilities.
- 4.1.3 Migrate all Navy Ashore production systems to the NMCI environment where available.
- 4.1.4 Work with government personnel to ensure compliance with all current Navy IT & cybersecurity policies, including those pertaining to Cyber Asset Reduction and Security (CARS).
- 4.1.5 Follow SECNAVINST 5239.3B of 17 June 2009 & DoDI 8510.01 of 12 Mar 2014 prior to integration and implementation of IT solutions or systems.
- 4.1.6 Register any contractor-owned or contractor-maintained IT systems utilized on task order in the Department of Defense IT Portfolio Registry (DITPR)-DON.

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

The Contractor shall ensure they recommend or procure items from approved sources in accordance with the latest DoN and DoD policies. Prior to the contractor purchasing software products, hardware, and related services supporting Navy programs and project require COR approval.

4.2.1 DoN Enterprise Licensing Agreement/DoD Enterprise Software Initiative Program

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

4.2.2 DoN Application and Database Management System (DADMS)

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

4.3 Section 508 Compliance

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

5.0 TASK ORDER ADMINISTRATION

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

5.1 TASK ORDER LIAISON

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

5.2 TASK ORDER MONITORING AND MAINTENANCE

The contractor shall have processes established in order to provide all necessary resources and documentation during various times throughout the day including business and non-business hours in order to facilitate a timely task order response or modification in particular during urgent requirements.

5.2.1 Task Order Administration Documentation

Various types of TO 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 A002) are to be developed and submitted monthly. The prime shall be responsible for collecting, integrating, and reporting all subcontractor reports. The TOSR include the following variations of reports:

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

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

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

5.2.1.2 Task Order Closeout Report

The contractor shall develop a TO Closeout Report (CDRL A006) and submit it no later than 15 days before the TO completion date. The prime shall be responsible for collecting, integrating, and reporting all subcontracting information. See applicable DD Form 1423 for additional reporting details and distribution instructions.

5.2.1.3 Enterprise-wide Contractor Manpower Reporting Application

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

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;
- (4) S, Utilities ONLY;
- (5) V, Freight and Shipping ONLY.

The contractor shall completely fill-in all required data fields using the following web address:
<http://www.ecmra.mil/>.

Reporting inputs consists of labor hours executed during the contract/TO period of performance within each Government fiscal year (FY) which runs from October 1 through September 30. While inputs may

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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

Pursuant to DFARS clause 252.232-7003 and 252.232-7006, the contractor shall submit payment requests and receiving reports using DoD Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT) application (part of the Wide Area Work Flow (WAWF) e-Business Suite) which is a secure government web-based system for electronic invoicing, receipt, and acceptance. In accordance with clause 252.232-7006, the contractor shall provide e-mail notification to the COR when payment requests are submitted to the iRAPT/WAWF and the contractor shall include cost back-up documentation (e.g., delivery receipts, time sheets, & material/travel costs, etc.) to the invoice in iRAPT/WAWF. As requested, the contractor shall directly provide a soft copy of the invoice and any supporting invoice documentation (CDRL A005) directly to the COR within 24 hours of request to assist in validating the invoiced amount against the products/services provided during the billing cycle.

5.2.1.5 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 task order labor cost. When providing supplies (other than procurement from a non-manufacturer of such supplies), the prime contractor shall perform work for at least 50% of the cost of manufacturing the supplies, not including the cost of material. To ensure compliance with clause 52.219-14, the contractor shall develop and submit a Limitation of Subcontracting Report (LSR) (CDRL A008) every 3 months on the 10th. See applicable DD Form 1423 for reporting details and distribution instructions. The labor cost provided should correspond to the cumulative monthly submitted invoices. The government reserves the right to perform spot checks and/or request copies of any supporting documentation. If the prime contractor's total labor cost is under 50%, the contractor shall annotate in the LSR the deficiency and include an explanation addressing why the contractor is non-compliant and if the task order is not complete how the prime contractor intends to rectify the deficiency.

5.2.1.6 Labor Rate Limitation Notification

The contractor shall monitor its proposed labor rates (to include subcontractors) as part of the monthly TO status report (see CSR/TOSR CDRL Attachment 2 – Personnel Listing). The contractor shall initiate required notification if specified threshold values are met. The ability of a contractor to monitor labor rates effectively will be included in the task order Quality Assurance Surveillance Plan (QASP).

(a) Fully burden labor rates per person (subcontractor included) charged on task order – If the actual invoiced fully burden rate (inclusive of fee) of any individual in any labor category exceeds the threshold amount of [REDACTED] and the individual's rate was not disclosed in pre-award of the TO, the contractor shall send notice and rationale (CDRL A0109) for the identified labor rate to the COR who will then send appropriate notification to the Contracting 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.

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(b) Average actual labor rates (total actual fully burdened labor costs “divided by” total number of hours performed) compared to average negotiated labor rates (total negotiated fully burdened labor costs “divided by” total number of hours negotiated) – If the average actual burdened labor rates exceeds the average proposed/negotiated rate by 20%, the contractor shall send notice and rationale (CDRL A009) for the rate variance to the COR who will then send appropriate notification to the Contracting Officer. Additionally, contractors shall notify the COR if variances exceed 20% for more than three consecutive months. Contractors shall annotate the variance percentage of monthly average actual labor rates versus average negotiated labor rates in the monthly TO status reports.

5.2.1.7 ODC Limitation Notification

Contractors shall monitor Other Direct Costs (ODCs) as part of the monthly TO status reports. For this monitoring purpose, ODCs 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 A009) for exceeding cost to the COR who will then send a memorandum signed by the PM (or equivalent) to the Contracting Officer documenting the reasons justifying the increase of ODC. The ability of a contractor to monitor ODCs will be included in the task order QASP.

5.3 EVM

In accordance with DoD policy, this TO does not require EVM implementation due cost of the task order (base plus all options) does not exceed \$20M.

6.0 QUALITY

6.1 QUALITY SYSTEM

Upon TO award, the prime contractor shall have and maintain a quality assurance process that meets task order requirements and program objectives while ensuring customer satisfaction and defect-free products/process. The quality system shall be documented and contain procedures, planning, and all other documentation and data necessary to provide an efficient and effective quality system based on a contractor’s internal auditing system.

Thirty (30) days after task order award, the contractor shall provide to the government a copy of its Quality Assurance Plan (QAP) and any other quality related documents in the TO. The quality system shall be made available to the government for review at both a program and worksite services level during predetermined visits. Existing quality documents that meet the requirements of this TO may continue to be used. If any quality documentation is disapproved or requires revisions, the contractor

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shall correct the problem(s) and submit revised documentation no later than 2 weeks after initial disapproval notification. The contractor shall also require all subcontractors to possess a quality assurance and control program commensurate with the services and supplies to be provided as determined by the prime's internal audit system. The Government reserves the right to disapprove the contractor's and/or subcontractor's quality system or portions thereof when the quality system(s) fails to meet contractual requirements at either the program or worksite services level. The Government reserves the right to participate in the process improvement elements of the contractor's quality assurance plan and development of quality related documents as needed. 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

6.2 QUALITY MANAGEMENT PROCESS COMPLIANCE

6.2.1 General

The contractor shall have processes or a Quality Management System (QMS) processes in place that coincide with the government's Manage Quality processes which address Quality Control, Quality Assurance, Software Quality, and/or project Quality System tasks. The contractor shall use best industry practices including, when applicable, ISO/IEC 15288 for System life cycle processes and ISO/IEC 12207 for Software life cycle processes. As applicable, the contractor shall also support and/or participate in Acquisition Milestones, Phases, and Decision Points, which are standard elements of the Defense Acquisition System and support DoDD 5000.01 and DoDI 5000.02. The contractor shall provide technical program and project management support that will mitigate the risks to successful program execution including employment and objective evidence of Lean Six Sigma, Risk Management, and System Engineering methodologies; and System and Software Engineering best practices.

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 in the contractor's Quality Assurance Plan (QAP) or by the respective WBS, POA&M, or quality system/QMS documentation in support of continuous improvement. The contractor shall deliver related QAP and any associated procedural documents upon request. The Government reserves the right to perform any additional audits deemed necessary to assure that the contractor processes, products, and related services, documents, and material meet the prescribed requirements and to reject any or all processes or related products, services, documents, and material in a category when noncompliance is established.

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6.4 QUALITY CONTROL

The contractor shall perform all quality control inspections necessary in the performance of the various tasks as assigned and identified in the contractor QAP or by the respective WBS, POA&M, or quality system/QMS documentation.

The contractor shall have the following related quality objective evidence available for Government review:

- 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.

7.0 DOCUMENTATION AND DELIVERABLES

7.1 TASK ORDER 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. The contractor shall not develop any CDRL classified TOP SECRET with SCI.

7.1.1 Administrative CDRLS

The following table lists all required administrative data deliverables, CDRLs, applicable to this task:

CDRL#	Description	PWS Reference Paragraph	Frequency	Date Due

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A001	Cost and Schedule Milestone Plan	3.2.2.1	ONE/R	NLT 10 Days after TO award (DATO); revision NLT 7 days after receipt of govt review
A002	Task Order Status Report (TOSR)	3.2.2.3, 5.2.1.1 & 8.2.3.1	MTHLY	30 DATO and monthly on the 10th
A003	Contractor CPARS Draft Approval Document (CDAD) Report	3.2.2.4	MTHLY	30 DATO and on the 10th
A005	Invoice Support Documentation	3.2.2.6 & 5.2.1.4	ASREQ	Within 24 hrs from request
A006	Task Order Closeout Report	3.2.3.1 & 5.2.1.2	1 TIME	NLT 15 days before completion date
A008	Limitation of Subcontracting Report (LSR)	5.2.1.5	TRI-Monthly	NLT 100 DATO and every third month on the 10th
A009	Limitation Notification & Rationale	5.2.1.6 a, 5.2.1.6 b & 5.2.1.7	ASREQ	Within 24 hrs from occurrence

7.1.2 Technical CDRLS

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

CDRL#	Description	PWS Reference Paragraph	Frequency	Date Due

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A004	Contract Funds Status Report	3.2.2.5	MTHLY	30 DATO and monthly on the 10th
A007	Project Schedules and Status Reports	3.3.1.1, 3.3.1.2 & 3.3.2	ASREQ	Within 24 hrs from request

7.2 ELECTRONIC FORMAT

At a minimum, the contractor shall provide deliverables electronically by e-mail; hard copies are only required if requested by the government. To ensure information compatibility, the contractor shall guarantee all deliverables (i.e., CDRLs), data, correspondence, and administrative documentation are provided in a format approved by the receiving government representative. The contractor shall provide all data in an editable format compatible with SPAWARSYSCEN Atlantic corporate standard software configuration as specified below. Contractor shall conform to SPAWARSYSCEN Atlantic corporate standards within 30 days of 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.	Documentation	Adobe PRO DC

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 task order shall be accessible by e-mail through individual accounts during all hours.

7.3.2 Information Security

Pursuant to DoDM 5200.01, the contractor shall provide adequate security for all unclassified DoD information passing through non-DoD information system including all subcontractor information

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systems utilized on 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).

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.

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

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

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

1. Current and regularly updated malware protection services, e.g., anti-virus, anti-spyware.
2. Monitoring and control of inbound and outbound network traffic as appropriate (e.g., at the external boundary, sub-networks, individual hosts) including blocking unauthorized ingress, egress, and exfiltration through technologies such as firewalls and router policies, intrusion prevention or detection services, and host-based security services.
3. Prompt application of security-relevant software patches, service packs, and hot fixes.

(j) 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 task order or agreement requirements and mechanisms.

7.3.2.2 Compliance

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

8.0 SECURITY

8.1 ORGANIZATION

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8.1.1 Security Classification

In accordance with the DoD Contract Security Classification Specification, DD Form 254, classified work is 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 following PWS task(s) requires access to classified information up to the level of SECRET: PWS Paragraphs: 3.1, and 3.3 through 3.4. PWS Paragraph 3.2 does not required access to classified information. 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.

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 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 TOSR (CDRL A002 - Exhibit A) applicable Staffing Plan sheets include: Security Personnel Tracking sheet, CAC SPAWAR Badge Tracking sheet, Mandatory Training Sheet. FSO shall have a clearance equal to or higher that the FCL required on this task order.

8.2 PERSONNEL

The contractor shall conform to the security provisions of DoDI 5220.22/DoD 5220.22-M – National Industrial Security Program Operating Manual (NISPOM), SECNAVINST 5510.30, DoD 8570.01-M, and the Privacy Act of 1974. Prior to any labor hours being charged on task order, the contractor shall ensure all personnel (including administrative and subcontractor personnel) have obtained and can maintain favorable background investigations at the appropriate level(s) for access required for the task order. A favorable background determination is determined by either a National Agency Check with Inquiries (NACI), National Agency Check with Law and Credit (NACLC), or Single Scope Background Investigation (SSBI) and favorable Federal Bureau of Investigation (FBI) fingerprint checks. Investigations are not necessarily required for personnel performing unclassified work who do not require access to government installations/facilities, government IT systems and IT resources, or SPAWARSYSCEN Atlantic information. *Cost to meet these security requirements is not directly chargeable to task order.*

NOTE: If a final determination is made that an individual does not meet or cannot maintain the minimum fitness standard, the contractor shall permanently remove the individual from SPAWARSYSCEN 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

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Declination," or unfavorable fingerprint, the contractor shall remove the individual from SPAWARSYSCEN Atlantic facilities, projects, and/or programs until such time as the investigation is fully adjudicated or the individual is resubmitted and is approved. All contractor and subcontractor personnel removed from facilities, projects, and/or programs shall cease charging labor hours directly or indirectly to this task order.

8.2.1 Personnel Clearance

Some personnel associated with this task order shall possess a SECRET personnel security clearance (PCL). These programs/tasks include, as a minimum, contractor personnel having the appropriate clearances required for access to classified data as applicable. Prior to starting work on the task, contractor personnel shall have the required clearance granted by the 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 applicable per DoDI 8500.01, DoD Instruction for Cybersecurity. Any future revision to the respective directive and instruction will be applied to the task order. Contractor personnel shall handle and safeguard any Controlled Unclassified Information (CUI) and/or classified information in accordance with appropriate Department of Defense, Navy, and SPAWARSYSCEN Atlantic security regulations. The contractor shall immediately report any security violation to the SPAWARSYSCEN Atlantic Security Management Office, the COR, and Contracting Officer.

The following labor categories shall meet the required minimum PCL:

Labor Category	Site	Required Minimum PCL
Program Manager	Contractor	NACI / Unclassified
Administrative Assistant	Contractor	NACI / Unclassified
Administrative Assistant	Government	SECRET
SME 5	Government	SECRET
SME 2	Government	SECRET
Management Analyst 3	Government	SECRET

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.

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

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

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

8.2.2.2 Identification and Disclosure Requirements

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 contract clause 5252.237-9602, Contractor Identification.

8.2.2.3 Government Badge Requirements

Some contract personnel shall require a Government issued picture badge in accordance with contract clause 5252.204-9202, Contractor Picture Badge. While on Government installations/facilities, contractors shall abide by each site's security badge requirements. Various Government installations are continually updating their security requirements to meet Homeland Security Presidential Directive (HSPD-12) identification standards. Contractors are responsible for obtaining and complying with the latest security identification requirements for their personnel. Contractors shall submit valid paper work (e.g., site visit request, request for picture badge, and/or SF-86 for CAC) to the applicable Government security office via the COR. The contractor FSO shall track all personnel holding local Government badges at the task order level.

8.2.2.4 Common Access Card (CAC) Requirements

Some Government facilities/installations (e.g., Joint Base Charleston) require contractor personnel to have a CAC for physical access to the facilities or installations. Contractors supporting work that requires access to any DoD IT/network also requires a CAC. Granting of logical and physical access privileges remains a local policy and business operation function of the local facility. The contractor is

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responsible for obtaining the latest facility/installation and IT CAC requirements from the applicable local Security Office. When a CAC is required to perform work, contractor personnel shall be able to meet all of the following security requirements prior to work being performed:

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

1. eligibility for a CAC – to be eligible for a CAC, Contractor personnel’s access requirement shall meet one of the following three criteria: (a) individual requires access to multiple DoD facilities or access to multiple non-DoD federally controlled facilities on behalf of the SPAWARSYSCEN Atlantic on a recurring bases for a period of 6 months or more, (b) individual requires both access to a DoD facility and access to DoD network on site or remotely, or (c) individual requires remote access to DoD networks that use only the CAC logon for user identification.

2. verification of DoD affiliation from an authoritative data source – CAC eligible personnel must be registered in the Defense Enrollment Eligibility Reporting Systems (DEERS) through either an authoritative personnel data feed from the appropriate Service or Agency or Trusted Associated Sponsorship System (TASS).

3. completion of background vetting requirements according to FIPS PUB 201-2 and DoD 5200.2-R – at a minimum, the completion of FBI fingerprint check with favorable results and submission of a T1 investigation to the Office of Personnel Management (OPM), or a DoD-determined equivalent investigation. NOTE: Contractor personnel requiring logical access shall obtain and maintain a favorable T3 investigation. Contractor personnel shall contact the SPAWARSYSCEN Atlantic Security Office to obtain the latest CAC requirements and procedures.

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

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

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

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office or online at <http://iase.disa.mil/index2.html>.

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

8.2.2.5 Contractor Check-in and Check-out Procedures

All SPAWARSYSCEN Atlantic contractor personnel requiring or possessing a Government badge and/or CAC for facility and/or IT access shall have a SPAWARSYSCEN Atlantic Government sponsor and be in compliance with the most current version of Contractor Check-in and Check-out Instruction and Forms as posted on the Command Operating Guide (COG) website. Throughout task order performance, the contractor shall provide necessary employee information and documentation for employees hired, transferred, and/or terminated in support of this task order within the required timeframe as cited in the Check-in and Check-out instructions. The contractor (FSO, if applicable) shall ensure all contractor employees whose services are no longer required on this task order return all applicable Government documents/badges to the appropriate Government representative. NOTE: If the contractor does not have access to the SPAWARSYSCEN Atlantic COG website, the contractor shall get all necessary instruction and forms from the COR.

8.2.3 Security Training

Applicable for unclassified and classified contracts, contractor personnel (including subcontractors) shall complete all required mandatory Government training in accordance with COMSPAWARSYSCOM Code 80330 mandatory training webpage: <https://wiki.spawar.navy.mil/confluence/display/HQ/Employee+Mandatory+Training>. Contractors without access to the SPAWAR webpage shall coordinate with the COR concerning mandatory training as listed on the training webpage.

8.2.3.1 The contractor shall be responsible for verifying applicable personnel receive all required training. At a minimum, the contractor (FSO, if applicable) shall track the following information: security clearance information; dates possessing CACs; issuance and expiration dates for SPAWARSYSCEN Atlantic badge; Cybersecurity training; Privacy Act training; Personally Identifiable Information (PII) training; CSWF certifications; etc. The contractor shall report individual contractor personnel training status by completing and updating the monthly task order status report (TOSR) Staffing Plan (CDRL A002 Attachment 1 of Exhibit A), Training tab.

8.2.4 Disclosure of Information

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

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8.2.5 Handling of Personally Identifiable Information (PII)

When a contractor, including any subcontractor, is authorized access to Personally Identifiable Information (PII), the contractor shall complete annual PII training requirements and comply with all privacy protections under the Privacy Act (Clause 52.224-1 and 52.224-2). The contractor shall safeguard PII from theft, loss, and compromise. The contractor shall transmit and dispose of PII in accordance with the latest DON policies. The contractor shall not store any government PII on their personal computers. The contractor shall mark all developed documentation containing PII information accordingly in either the header or footer of the document: “FOUO – Privacy Sensitive. Any misuse or unauthorized disclosure may result in both criminal and civil penalties.” Any unauthorized disclosure of privacy sensitive information through negligence or misconduct can lead to contractor removal or 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. Pursuant to DoDD 5205.02E and SPAWARINST 3432.1, SPAWARSYSCEN 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 either classified information or unclassified Critical Program Information (CPI)/sensitive information.

8.3.1 Local and Internal OPSEC Requirement

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

8.3.2 OPSEC Training

Contractor shall track and ensure applicable personnel receive initial and annual OPSEC awareness training in accordance with requirements outline in the Security Training, Para 8.2.3. OPSEC training requirements are applicable for personnel during their entire term supporting this SPAWARSYSCEN Atlantic task order.

8.3.3 SPAWARSYSCEN Atlantic OPSEC Program

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

8.3.4 Classified 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

At a minimum, the contractor shall handle all data received or generated under this task order as For Official Use Only (FOUO) material. The contractor shall handle all classified information received or generated Pursuant to the attached DD Form 254 and be in compliance with all applicable PWS references and other applicable Government policies and procedures that include DOD/Navy/SPAWAR.

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, and digital certificates) at all times to protect contract related information processed, stored or transmitted on the contractor's and Government's computers/servers to ensure confidentiality, integrity, availability, authentication and non-repudiation. The contractor shall ensure provisions are in place that will 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. The contractor shall follow minimum standard in SECNAV M-5510-36 for classifying, safeguarding, transmitting, and destroying classified information.

9.0 GOVERNMENT FACILITIES

Government facilities (i.e., office space, computer hardware/software, or lab space) will be provided to those labor categories that would otherwise adversely affect the work performance if they were not available on-site. All Contractor personnel with supplied government facilities shall be located at SPAWARSYSCEN Atlantic in Charleston, SC. Note: *The burdened labor rate for those contractor personnel designated as "government site" shall include overhead costs allocable to government site work, consistent with the contractor's established accounting practices.*

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10.0 CONTRACTOR FACILITIES

The contractor's facility location shall not present a hardship to complete work required on contract. The contractor shall have real-time communication available at time of award. No specific facility location is required.

11.0 GOVERNMENT FURNISHED INFORMATION (GFI)

Government Furnished Information (GFI) is Government owned intellectual property provided to contractors for performance on a task order. For the purposes of this task order, GFI includes manuals, technical specifications, maps, building designs, schedules, drawings, test data, etc. Depending on information contained in a document, the contractor shall comply with additional controls (e.g., completion of a Non-Disclosure Agreements, etc.) for access and distribution.

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

Item #	Description	GFI Estimated Delivery Date
1	Access to NSERC Site for PMW 770. From this site, the contractor shall be able to access schedule and programmatic information necessary to create and manage cost and schedule information required.	14 days after TO award
2	Access to Primavera P6 for PMW 770.	30 days after TO award
3	Access to INTELINK and SharePoint Workspace for Shore Sub C4I IPT.	30 days after TO award
4	Access to Risk Exchange for Shore Sub C4I IPT	30 days after TO award

12.0 GOVERNMENT PROPERTY

As defined in FAR Part 45, Government property is property owned or leased by the Government which includes Government-furnished property (GFP) and Contractor-acquired property (CAP). Government property is material, equipment, special tooling, special test equipment, and real property.

GFP will not be provided and CAP is not anticipated on this task order.

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13.0 SAFETY ISSUES

13.1 Occupational Safety and Health Requirements

The contractor shall be responsible for ensuring the safety of all company employees, other working personnel, and Government property. The contractor is solely responsible for compliance with the Occupational Safety and Health Act (OSHA) (Public Law 91-596) and the resulting applicable standards, OSHA Standard 29 CFR 1910 (general), 1915 (shipboard/submarine) and 1926 (shore), and for the protection, safety and health of their employees and any subcontractors assigned to the task orders. Without Government assistance, the contractor shall make certain that all safety requirements are met, safety equipment is provided, and safety procedures are documented as part of their quality management system. If performing within Government facilities, contractor shall immediately report any accidents involving Government or contractor personnel injuries or property/equipment damage to the Contracting Officer and COR. Additionally, the contractor is responsible for securing the scene and impounding evidence/wreckage until released by the COR or on-site Government representative.

14.0 TRAVEL

The contractor shall be prepared to travel to the following locations. Prior to any travel taken in support of this task order, the contractor shall obtain COR concurrence.

14.1 Afloat EVM SUPPORT (CLIN 7002) – to be performed annually for each performance period:

# Trips	# People	# Days/Nights	From (Location)	To (Location)
1	1	5/4	Charleston, SC	San Diego, CA
1	1	5/4	Charleston, SC	Newport, RI

14.2 Shore Sub C4I IPT EVM (CLIN 7003) - to be performed annually for each performance period:

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

14.3 Shore Sub C4I IPT PM SUPPORT (CLIN 7004) – to be performed annually for each performance period:

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

15.0 COR DESIGNATION

The Contracting Officer Representative (COR) for this task order is Elsa Inlow, 62200 who can be reached at phone (843) 218-6415; e-mail: elsa.inlow@navy.mil.

16.0 TRANSPORTATION OF EQUIPMENT/MATERIAL

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

17.0 ACCEPTANCE PLAN

Inspection and acceptance is performed by the COR on all services, data, and non-data deliverables in accordance with the QASP.

18.0 OTHER CONDITIONS/REQUIREMENTS

18.1 NON-DISCLOSURE AGREEMENT (NDA) REQUIREMENTS

Contractors shall submit a completed "Conflict of Interest and Non-Disclosure Statement" form for every employee working on the task order and appropriate corporate officer on behalf of the corporation.

The Contractor shall appoint an officer within the Company who is authorized to bind the Company to the terms of the signed non-disclosure agreements executed by each employee or subcontractor. The officer of the Company shall also sign each non-disclosure agreement.

As a condition to receiving access to the data, the Contractor shall meet the following criteria:

- (a) Prior to having access to proprietary data, obtain the agreement of the applicable person or entity to permit access by the Contractor to such data.
- (b) Use the data solely for the purpose of performing duties under this contract.

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(c) Not discuss with, disclose, release, reproduce or otherwise provide or make available the data, or any portion thereof, to any employee of the contractor unless and until each person has executed a copy of the individual non-disclosure agreement.

(d) Not discuss with, disclose, release, reproduce or otherwise provide or make available the data, or any portion thereof, to any non-government person or entity (including, but not limited to any subcontractor, joint venture, affiliate, successor or assignee of the contractor), unless the KO (and any contractor claiming the data is proprietary) have given prior written approval, and the person receiving the data has executed an individual non-disclosure agreement.

(e) Establish safeguards to protect such data or software from unauthorized use or disclosure.

(f) Indoctrinate its personnel who will have access to the data as to the restrictions under which access is granted. Any other use, disclosure, release or reproduction is unauthorized and may result in substantial criminal, civil and/or administrative penalties to the contractor or to the individual who violates this special contract requirement or non-disclosure agreement.

(g) Appropriate restrictive legends will be included by the Contractor on any copies and reproductions made of all or any part of the data and any data that is derived from, based upon, incorporate, include or refer to the data. When the Contractor's need for such data ends, the data shall be returned promptly (within ten (10) business days) to the appropriate government program personnel. However, the obligation not to discuss, disclose, release, reproduce or otherwise provide or make available such data, or any portion thereof, shall continue, even after completion of this contract/order. Any actual or suspected unauthorized use, disclosure, release, or reproduction of such data or violation of this agreement, of which the company or any employee is or may become aware, will be reported promptly (within one (1) business day) to the contractor's program manager, who will inform the KO within five (5) business days of receiving the report.

18.2 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, the contractor shall itemize all summary of work and financial information in the TOSR CDRL 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.

_____END OF PWS_____

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

(a) Personnel assigned to or utilized by the Contractor in the performance of this task order 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.

(b) If the Contracting Officer questions the qualifications or competence of any persons performing under the contract, the burden of proof to sustain that the persons is qualified as prescribed herein shall

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be upon the contractor.

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

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

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

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

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

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

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

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

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

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DAWIA workforce. Equivalency for the following classes must be provided as follows: Level 1 - (1) Fundamentals of Systems Acquisition Management, (2) Acquisition Logistics

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

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

The following lists the applicable contract labor categories with their corresponding minimum personnel qualifications – specific educational or experience requirements are noted below:

1. Program Manager

Education: BS degree in Engineering, Physical Sciences, Mathematics (BS not BA), Management Information Systems.

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

2. Administrative Assistant

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

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

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Education: High School Diploma or GED.

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

3. Subject Matter Expert (SME) 5

Education: Technical Training in Project Controls and Earned Value Management

Experience: Ten (10) years of experience with C4ISR Project Management and Controls, to include: Development of Work Breakdown Structure (WBS), Development of Schedules and Critical Path analysis, Experience with Primavera P6, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Schedules, Integrated Baseline Reviews (IBR) and Development of Program Status Reports. Recognized as an expert in Project Controls and Earned Value Management.

4. Subject Matter Expert (SME) 2

Education: Technical Training in Project Controls and Earned Value Management

Experience: Four (4) years of experience with C4ISR Project Management and Controls, to include: Development of Work Breakdown Structure (WBS), Development of Schedules and Critical Path analysis, Experience using Primavera P6, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Schedules, Integrated Baseline Reviews (IBR) and Development of Program Status Reports. Recognized as an expert in Project Controls and Earned Value Management.

5. Management Analyst 3

Education: Bachelor's or Master's degree in Computer Science or Business Administration

Experience: Three (3) years of Project Management and Controls experience, to include: Development of Schedules and Critical Path analysis, Experience with Primavera P6, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Schedules, Integrated Baseline Reviews (IBR) and Development of Program Status Reports.

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SECTION D PACKAGING AND MARKING

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

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SECTION E INSPECTION AND ACCEPTANCE

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

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SECTION F DELIVERABLES OR PERFORMANCE

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

7000	6/22/2018 - 6/21/2019
7001	6/22/2018 - 6/21/2019
7002	6/22/2018 - 6/21/2019
7003	6/22/2018 - 6/21/2019
7004	6/22/2018 - 6/21/2019
9002	6/22/2018 - 6/21/2019
9003	6/22/2018 - 6/21/2019
9004	6/22/2018 - 6/21/2019

If exercised, the period of performance for each option is one year from date of award for the following Option Items:

7100	06/22/2019 - 06/21/2020
7101	06/22/2019 - 06/21/2020
7102	06/22/2019 - 06/21/2020
7103	06/22/2019 - 06/21/2020
7104	06/22/2019 - 06/21/2020
7105	06/22/2019 - 06/21/2020
9102	06/22/2019 - 06/21/2020
9103	06/22/2019 - 06/21/2020
9104	06/22/2019 - 06/21/2020
7200	06/22/2020 - 06/21/2021
7201	06/22/2020 - 06/21/2021
7202	06/22/2020 - 06/21/2021
7203	06/22/2020 - 06/21/2021
7204	06/22/2020 - 06/21/2021
7205	06/22/2020 - 06/21/2021
9202	06/22/2020 - 06/21/2021
9203	06/22/2020 - 06/21/2021
9204	06/22/2020 - 06/21/2021
7300	06/22/2021 - 06/21/2022
7301	06/22/2021 - 06/21/2022
7302	06/22/2021 - 06/21/2022
7303	06/22/2021 - 06/21/2022
7304	06/22/2021 - 06/21/2022
7305	06/22/2021 - 06/21/2022
9302	06/22/2021 - 06/21/2022
9303	06/22/2021 - 06/21/2022
9304	06/22/2021 - 06/21/2022
7400	06/22/2022 - 06/21/2023
7401	06/22/2022 - 06/21/2023
7402	06/22/2022 - 06/21/2023
7403	06/22/2022 - 06/21/2023
7404	06/22/2022 - 06/21/2023

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7405	06/22/2022 - 06/21/2023
9402	06/22/2022 - 06/21/2023
9403	06/22/2022 - 06/21/2023
9404	06/22/2022 - 06/21/2023

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SECTION G CONTRACT ADMINISTRATION DATA

Ombudsman:

The SPAWAR Atlantic Ombudsman is Robin 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 PGI 204.7108 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.

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

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

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

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

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

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.

- WAWF access. To access WAWF, the Contractor shall –
- WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.
- WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:
 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.

WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training

- i. 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/>.

1. Document type. The Contractor shall use the following document type(s). Cost Voucher (Cost-Type Orders)
2. Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

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(1) 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*

Field Name in WAWF *Data to be entered in WAWF*

Pay Official DoDAAC

Issue By DoDAAC

Admin DoDAAC

Inspect By DoDAAC

Ship To Code

Ship From Code

Mark For Code

Service Approver (DoDAAC)

Service Acceptor (DoDAAC)

Accept at Other DoDAAC

LPO DoDAAC

DCAA Auditor DoDAAC

Other DoDAAC(s)

1. 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.

2. WAWF email notifications. The Contractor shall enter the email address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

*To Be Completed at Task Order Award

a. WAWF point of contact.

1. The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact. LaVerne Brown, laverne.brown@navy.mil.

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

5252.201-9201 DESIGNATION OF CONTRACTING OFFICER'S REPRESENTATIVE (MAR 2006)

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

CONTRACTING OFFICER REPRESENTATIVE

Name: [REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

(a) It is emphasized that **only** therefore, in no event will any understanding agreement, modification, change order, or other matter deviating from the terms of the basic contract between the Contractor and any other person be effective or binding on the Government. When/If, in the opinion of the Contractor, an effort outside the existing scope of the contract is requested, the Contractor shall promptly notify the PCO in writing. No action shall be taken by the Contractor unless the Procuring Contracting Officer (PCO) or the Administrative Contracting Officer (ACO) has issued a contractual change.

5252.216-9210 TYPE OF CONTRACT (DEC 1999)

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

5252.232-9206 SEGREGATION OF COSTS (DEC 2003)

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

Accounting Data

SLINID	PR Number	Amount
700001	130071909500001	[REDACTED]
LLA :		
AA 1771611 H232 251 SB450 0 050120 2D 000000 A00004558025		
BS-845017.41E05T79841D		

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700101 130071909500002

LLA :

AB 1771611 H232 251 SB450 0 050120 2D 000000 A10004558025

BS-845017.41E05T79941D

7002 130071909400001

LLA :

AC 1781810 M2L0 251 00039 0 050120 2D 000000 A00004557938

BS-001716.0302040125

700301 130071909400003

LLA :

AD 1781804 5C1C 257 00039 0 050120 2D 000000 A10004557938

BS-001716.0201010206

700401 130071909400005

LLA :

AD 1781804 5C1C 257 00039 0 050120 2D 000000 A10004557938

BS-001716.0201010206

900201 130071909400002

LLA :

AC 1781810 M2L0 251 00039 0 050120 2D 000000 A00004557938

BS-001716.0302040125

900301 130071909400004

LLA :

AD 1781804 5C1C 257 00039 0 050120 2D 000000 A10004557938

BS-001716.0201010206

BASE Funding

Cumulative Funding

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SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.204-9202 CONTRACTOR PICTURE BADGE (JUL 2013)

- a. A contractor picture badge may be issued to contractor personnel by the SPAWAR Systems Center Atlantic Security Office upon receipt of a valid visit request from the Contractor and a picture badge request from the COR. A list of personnel requiring picture badges must be provided to the COR to verify that the contract or delivery/task order authorizes performance at SPAWAR Systems Center Atlantic prior to completion of the picture badge request.
- b. The contractor assumes full responsibility for the proper use of the identification badge and shall be responsible for the return of the badge upon termination of personnel or expiration or completion of the contract.
- c. At the completion of the contract, the contractor shall forward to SPAWAR Systems Center Atlantic Security Office a list of all unreturned badges with a written explanation of any missing badges.

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

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

5252.216-9122 LEVEL OF EFFORT (DEC 2000)

- a. The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this task order. The total level of effort for the performance of this task order shall be [REDACTED] (inclusive of base and option years) total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.
- b. Of the total man-hours of direct labor set forth above, it is estimated that **Zero (0)** man-hours are uncompensated effort. Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this task order.
- c. Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as

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(local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations, or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.

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

e. If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man-hours of effort specified above would be used prior to the expiration of the term, the

Contractor shall notify the Task Order Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Task Order Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Task Order Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

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

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

Fee Reduction = Fee (Required LOE - Expended LOE)

Required LOE

or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20)

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or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable, require the Contractor to continue to perform the work until the total number of man-hours of direct labor specified in paragraph (a) above shall have been expended, at no increase in the fee of this contract.

- h. The Contractor shall provide and maintain an accounting system, acceptable to the Administrative Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.
- i. Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Task Order Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an underrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.
- j. Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of the work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan.
- k. Notwithstanding any of the provisions in the above paragraphs, the Contractor may furnish man-hours up to five percent in excess of the total man-hours specified in paragraph (a) above, provided that the additional effort is furnished within the term hereof, and provided further that no increase in the estimated cost or fee is required.

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

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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 task order. 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 task order, 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.

(b) 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: 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.

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

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

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.

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

(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**

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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.

(b) Per Diem

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

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

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

(c) 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

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non-availability of coach or tourist if business or first class is proposed to accomplish travel requirements.

(1) 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).

(2) 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.

(3) 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.

(4) Definitions:

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

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

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

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

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

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

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

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

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

EXAMPLE 1: Employee's one way commuting distance to regular place of work is 7 miles.

Employee drives from residence to an alternate work site, a distance of 18 miles. Upon completion of work, employee returns to residence, a distance of 18 miles.

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

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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.

NAVSEA 5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)

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

Item(s) Allotted to Cost Allotted to Fee Estimated Period of Performance

Item(s)	Allotted to Cost	Allotted to Fee	Total Funds Available	Unfunded Amount	Estimated Period of Performance
7000					06/22/2018 - 06/21/2019
7001					06/22/2018 - 06/21/2019
7002					06/22/2018 - 06/21/2019
7003					06/22/2018 - 06/21/2019
7004					06/22/2018 - 06/21/2019
7005					06/22/2018 - 06/21/2019

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7100					06/22/2019 - 06/21/2020
7101					06/22/2019 - 06/21/2020
7102					06/22/2019 - 06/21/2020
7103					06/22/2019 - 06/21/2020
7104					06/22/2019 - 06/21/2020
7105					06/22/2019 - 06/21/2020
7200					06/22/2020 - 06/21/2021
7201					06/22/2020 - 06/21/2021
7202					06/22/2020 - 06/21/2021
7203					06/22/2020 - 06/21/2021
7204					06/22/2020 - 06/21/2021
7205					06/22/2020 - 06/21/2021
7300					06/22/2021 - 06/21/2022
7301					06/22/2021 - 06/21/2022
7302		\$			06/22/2021 - 06/21/2022
7303					06/22/2021 - 06/21/2022
7304					06/22/2021 - 06/21/2022
7305					06/22/2021 - 06/21/2022
7400					06/22/2022 - 06/21/2023
7401					06/22/2022 - 06/21/2023
7402					06/22/2022 - 06/21/2023
7403					06/22/2022 - 06/21/2023
7404					06/22/2022 - 06/21/2023
7405					06/22/2022 - 06/21/2023
9002					06/22/2018 - 06/21/2019
9003					06/22/2018 - 06/21/2019
9004					06/22/2018 - 06/21/2019
9102					06/22/2019 - 06/21/2020
9103					06/22/2019 - 06/21/2020
9104					06/22/2019 - 06/21/2020
9202					06/22/2020 - 06/21/2021
9203					06/22/2020 - 06/21/2021
9204					06/22/2020 - 06/21/2021
9302					06/22/2021 - 06/21/2022
9303					06/22/2021 - 06/21/2022
9304					06/22/2021 - 06/21/2022
9402					06/22/2022 - 06/21/2023
9403					06/22/2022 - 06/21/2023
9404					06/22/2022 - 06/21/2023
TOTAL					

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- a. 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.
- b. CLINs/SLINs 7000, 7001, 7002, 7003, 9002 and 9003 are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20).

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

5252.237-9602 CONTRACTOR IDENTIFICATION (MAY 2004)

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

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

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

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SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

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

CLAUSES INCORPORATED BY FULL TEXT

52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

- 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. Administrative Assistant--GS-7

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SECTION J LIST OF ATTACHMENTS

Exhibit A CDRLs - Section C

Attachment 1 DD 254 - Section C

Attachment 2 - QASP - Section C