

DELIVERY ORDER

FINAL

1. CONTRACT NO. N00178-04-D-4024	2. DELIVERY ORDER NO. EX03	3. EFFECTIVE DATE 10/01/2007	4. PURCHASE REQUEST NO. N00140-07-NR-55496
5. ISSUED BY FISC Norfolk, Contracting Dept Philadelphia 700 Robbins Avenue, Bldg. 2B Philadelphia PA 19111-5083 erin.kilrain@navy.mil 215-697-9617		6. ADMINISTERED BY DCMA VIRGINIA 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342	
7. CONTRACTOR Booz Allen Hamilton, Inc 8283 Greensboro Drive McLean VA 22102		FACILITY	8. DELIVERY DATE See Section F
11. SHIP TO See Section D		12. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43213	
13. TYPE OF ORDER D X This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract.			
9. CLOSING DATE/TIME (hours local time – Block 5 issuing office) SET ASIDE TYPE		10. MAIL INVOICES TO See Section G	
		CODE HQ0338	

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.

Booz Allen Hamilton, Inc	[Redacted Signature]	Vice President	
NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED

14. ACCOUNTING AND APPROPRIATION DATA
 See Section G

15. ITEM NO.	16. SCHEDULE OF SUPPLIES/SERVICES	17. QUANTITY ORDERED/ACCEPTED*	18. UNIT	19. UNIT PRICE	20. AMOUNT
See the Following Pages					

*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.	21. UNITED STATES OF AMERICA By: Brian Excell	09/27/2007 CONTRACTING/ORDERING OFFICER	22. TOTAL \$ [Redacted]
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SECTION	DESCRIPTION	SECTION	DESCRIPTION
B	SUPPLIES OR SERVICES AND PRICES/COSTS	H	SPECIAL CONTRACT REQUIREMENTS
C	DESCRIPTION/SPECS/WORK STATEMENT	I	CONTRACT CLAUSES
D	PACKAGING AND MARKING	J	LIST OF ATTACHMENTS
E	INSPECTION AND ACCEPTANCE		
F	DELIVERIES OR PERFORMANCE		
G	CONTRACT ADMINISTRATION DATA		

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GENERAL INFORMATION

AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (FAR 52.232-19)(APRIL 1984)

Funding provided hereunder is subject to the Continuing Resolutions Act, if any, and the final FY08 Appropriations Act passed by Congress. This funding is released for the period of time covered by the Continuing Resolution Act (CRA), in an amount proportionate to the period of time covered by the CRA. Upon approval of further CRAs, if any, funding is released for the period of time covered by the additional CRA (s) in an amount proportionate to the amount of time covered by any additional CRA (s). The funding becomes fully available upon passage of the FY08 Appropriations Act

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	Supplies/Services Qty	Unit	Est. Cost	Fixed Fee	CPFF
1000	Base Period - Manpower, Personnel, Education and Training (MPT&E) Information Management/Information Technology Staff Support IAW SOW (O&MN,N)	1.0 Lot	\$ ██████████	\$ ██████████	\$ ██████████

100001

1001	Option I - Manpower, Personnel, Education and Training (MPT&E) Information Management/Information Technology Staff Support IAW SOW (O&MN,N) Option	1.0 Lot	\$ ██████████	\$ ██████████	\$ ██████████
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For ODC Items:

Item	Supplies/Services Qty	Unit	Est. Cost
3000	Base Period - Manpower, Personnel, Education and Training (MPT&E) Information Management/Information Technology Staff Support IAW SOW. Not to Exceed \$500,000. (O&MN,N)	1.0 Lot	\$ ██████████

300001

3001	Option I - Manpower, Personnel, Education and Training (MPT&E) Information	1.0 Lot	\$ ██████████
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n
Management/Inform
ation Technology
Staff Support IAW
SOW. Not to
Exceed \$500,000.
(O&MN,N)
Option

For Cost Type Items:

Item	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4002	Option II - Manpower, Personnel, Education and Training (MPT&E)Informatio n Management/Inform ation Technology Staff Support IAW SOW (O&MN,N) Option		1.0 Lot	\$ ██████████	\$ ██████████	\$ ██████████
4003	Option III - Manpower, Personnel, Education and Training (MPT&E)Informatio n Management/Inform ation Technology Staff Support IAW SOW (O&MN,N) Option		1.0 Lot	\$ ██████████	\$ ██████████	\$ ██████████
4004	Option IV - Manpower, Personnel, Education and Training (MPT&E)Informatio n Management/Inform ation Technology Staff Support IAW SOW (O&MN,N) Option		1.0 Lot	\$ ██████████	\$ ██████████	\$ ██████████

For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
6002	Option II - Manpower, Personnel, Education and Training		1.0 Lot	\$ ██████████

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(MPT&E) Information
Management/Information Technology
Staff Support IAW
SOW. Not to
Exceed \$500,000.
(O&MN,N)
Option

6003 Option III - 1.0 Lot \$ ██████████
Manpower,
Personnel,
Education and
Training
(MPT&E) Information
Management/Information Technology
Staff Support IAW
SOW. Not to
Exceed \$500,000.
(O&MN,N)
Option

6004 Option IV - 1.0 Lot \$ ██████████
Manpower,
Personnel,
Education and
Training
(MPT&E) Information
Management/Information Technology
Staff Support IAW
SOW. Not to
Exceed \$500,000.
(O&MN,N)
Option

Period of Performance

Base Period - 1 October 2007 through 30 September 2008 - CLIN 1000 (Labor - CPFF) and CLIN 3000 (Travel - Cost)
Option I - 1 October 2008 through 30 September 2009 - CLIN 1001 (Labor - CPFF) and CLIN 3001 (Travel - Cost)
Option II - 1 October 2009 through 30 September 2010- CLIN 4002 (Labor - CPFF) and CLIN 6002 (Travel - Cost)
Option III - 1 October 2010 through 30 September 2011- CLIN 4003 (Labor - CPFF) and CLIN 6003 (Travel - Cost)
Option IV - 1 October 2011 through 30 September 2012- CLIN 4004 (Labor - CPFF) and CLIN 6004 (Travel - Cost)

LEVEL OF EFFORT (COST TYPE CONTRACT)(JUN 1995)

(a) The level of effort for the performance of this contract during the period from the start of contract performance to 12 months thereafter is based upon 109,440 estimated manhours of direct labor. If all options are exercised by the government, the level of effort for the performance of this contract will be increased by an additional 437,760 estimated manhours of direct labor, for a total level of effort of 547,200 estimated manhours of direct labor (hereinafter referred to as the "Estimated Total Hours").

(b) The estimated composition by labor category of the Estimated Total Hours is as follows:

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Skill Level	Base Year	Option I	Option II	Option III	Option IV
Data Control Clerk	15,306	15,306	15,306	15,306	15,306
Business Systems Analyst Lead	5,760	5,760	5,760	5,760	5,760
Business Systems Analyst Senior	1,920	1,920	1,920	1,920	1,920
Business Systems Analyst Intermediate	23,040	23,040	23,040	23,040	23,040
Principle Functional Analyst	9,600	9,600	9,600	9,600	9,600
Functional Analyst	5,760	5,760	5,760	5,760	5,760
Consultant I	23,040	23,040	23,040	23,040	23,040
Consultant II	9,600	9,600	9,600	9,600	9,600
Consultant III	5,760	5,760	5,760	5,760	5,760
Systems Engineer	1,920	1,920	1,920	1,920	1,920
Software Engineer	1,920	1,920	1,920	1,920	1,920
Senior Systems Engineer	3,840	3,840	3,840	3,840	3,840
Programmer	1,920	1,920	1,920	1,920	1,920
	109,440	109,440	109,440	109,440	109,440
TOTAL					547,200

(c) The Estimated Total Hours include overtime* and subcontracting hours but exclude holidays, sick leave, vacation days and other absences.

(d) The number of manhours expended per month shall be commensurate with the effort ordered and the required delivery date of such effort. The number of manhours expended per month may fluctuate in pursuit of the technical objective, provided that such fluctuation does not result in the utilization of the total manhours of effort prior to the expiration of the term thereof. The number of manhours for any labor category may be utilized by the contractor for any other labor category if necessary in performance of the contract.

(e) The contractor shall not be obligated to continue performance beyond the Estimated Total Hours, except that the Contracting Officer may require the contractor to continue performance in excess of the Estimated Total Hours until the total estimated cost has been expended. The government will not be obligated to pay fee on any hours expended in excess of the Estimated Total Hours. Any hours expended in excess of the Estimated Total Hours shall be excluded from all fee computations and adjustments. The Contracting Officer may also require the contractor to continue performance in excess of the total estimated cost until the Estimated Total Hours have been expended. In no event, however, will the Contracting Officer, pursuant to this paragraph

(e), require the contractor to continue performance in excess of the Estimated Total hours if the Contracting Officer is requiring or has required the contractor to continue performance in excess of the total estimated cost. Nor will the Contracting Officer, pursuant to this paragraph (e), require the contractor to continue performance in excess of the total estimated cost if the Contracting Officer is requiring or has required the contractor to continue performance in excess of the Estimated Total Hours. The Contracting Officer may extend the period of performance in order to expend either the total estimated cost or the Estimated Total Hours. If this contract is subject to the Service Contract Act, in no event will the Contracting Officer, pursuant to this paragraph (e), extend the period of performance such that the period of performance, as extended, will exceed five years.

(f) If at any time during the performance of this contract the contractor expends in excess of 85% of the available estimated manhours of direct labor, the contractor shall immediately notify the Contracting Officer in writing. Nothing herein shall be construed to alter or waive any of the rights or obligations of either party pursuant to the clause entitled "Limitation of Cost" and/or "Limitation of Funds."

(End of Provision)

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The fixed fee for work performed under this contract is \$ [REDACTED] provided that approximately [REDACTED] hours of technical effort are employed by the contractor in performance of this contract. If substantially fewer than [REDACTED] hours of said services are so employed, the fixed fee shall be equitably reduced to reflect the reduction of work. The Government shall make monthly payments of the fixed fee at the rate of \$ [REDACTED] per direct labor hour invoiced by the contractor. All payments shall be in accordance with the provisions of FAR 52.216-8, "Fixed Fee," and FAR 52.216-7, "Allowable Cost and Payment." The total of all such payments shall not exceed eighty-five (85%) percent of the fixed fee specified under each applicable delivery/task order. Any balance of fixed fee due the contractor shall be paid to the Contractor, and any over-payment of fixed fee shall be repaid to the Government by the Contractor, or otherwise credited to the Government at the time of final payment.

Contract Period	*Fixed Fee	**Hours	***Fee/Hour
Base Period	\$ [REDACTED]	[REDACTED]	\$ [REDACTED]
Option I	\$ [REDACTED]	[REDACTED]	\$ [REDACTED]
Option II	\$ [REDACTED]	[REDACTED]	\$ [REDACTED]
Option III	\$ [REDACTED]	[REDACTED]	\$ [REDACTED]
Option IV	\$ [REDACTED]	[REDACTED]	\$ [REDACTED]

(End of Provision)

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

PERFORMANCE WORK STATEMENT FOR MANPOWER, PERSONNEL, EDUCATION AND TRAINING INFORMATION MANAGEMENT/INFORMATION TECHNOLOGY STAFF SUPPORT

1.0 INTRODUCTION

The mission of the Director Information Management Division (N16/CIO) under the Deputy Chief of Naval Operations for Manpower, Personnel, Training and Education (MPT&E) is to enable delivery of secure, affordable, next generation technologies and business capabilities for MPT&E and the Navy enterprise. The role of the CIO is to:

- Develop and communicate the IT strategic plan
- Measure IT performance and ensure customer satisfaction
- Ensure compliance with IT standards and policies
- Facilitate business investment governance
- Develop and use acquisition and project management disciplines
- Develop financial strategies and plans and influence IT budget execution
- Develop an IT organization with business and technical knowledge
- Develop an effective human resource strategy for IT
- Partner with other agencies and industry

The office of the MPT&E CIO includes the Information Management Division, (N16), the Information Management Division, Naval Education and Training Command (NETC N6) and the Information Management Division, Bureau of Naval Personnel (PERS 07). The organization structure is shown in Figure 1 below.

See attached Organization Chart

Major functions supported include portfolio management, enterprise architecture, IT capital planning, information assurance and requirements and project management.

TASK OVERVIEW

The current CIO organization is supported by multiple contracts awarded to multiple vendors on a year-to-year basis. The overall objective of this PWS is to consolidate these contracts into a single SOW with a base year and multiple option years. The purpose is to provide the Office of the MPT&E CIO with staff augmentation for technical and administrative tasks necessary to manage a wide range of information technology programs that support all facets of the manpower, personnel, training and education business enterprise. This PWS focuses on identifying all the required information technology services that are necessary to support the administration and management of these programs and to provide the necessary response to numerous compliance taskings that are mandated by various departments within the Navy, the Office of Secretary of Defense, and the Congress of the United States.

1.1.1 TASK ENVIRONMENT

Work is to be executed from the following government locations:

BUPERS, Naval Support Activity Mid-South, Millington TN; Naval Education and Training Command, Pensacola, Florida; Norfolk, VA; and DCNO (MPTE N16/CIO) Federal Office Building (FOB) 2, Washington, DC. Additional sites may be added as required. There will be travel requirements associated with the tasks contained in this PWS. Staff support will require liaison with all echelons of command within the Navy and numerous outside agencies.

CONTRACT OVERVIEW

1.2.1. MPT&E CIO offers this performance-based statement of work.

1.2.2. Contract period of performance is 1 October 2007 thru 30 September 2008 with four twelve month option years.

2.0 TECHNICAL AND ADMINISTRATIVE SERVICES TASKS

2.1 CAPITAL PLANNING AND INVESTMENT CONTROL

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The MPT&E Command Information Officer is responsible for ensuring effective processes are in place that insure effective capital planning and investment control. The CIO support staff is responsible to assist managers in assessing Enterprise initiatives in terms of cost, risks, and expected returns and to determine the appropriate mix of investments with regard to these and other organizational and technological considerations.

- 2.1.1 The Contractor shall plan workshops, and provide training, and database support as required to help MPT&E develop and refine procedures to manage IT as an Enterprise investment in Navy manpower, personnel, training and education.
- 2.1.2 Filter and screen projects for explicit links to mission needs
- 2.1.3 Perform strategic analysis and program reviews of IM/IT systems, applications and processes within the MPT&E Enterprise.
- 2.1.4 Compare actual project costs, benefits, risks, and return information against earlier projections.
- 2.1.5 Determine the causes of any differences between planned and actual results.
- 2.1.6 Modify the organization's investment process based on lessons learned
- 2.1.7 Communicate and facilitate CIO strategic direction and liaison with program managers to ensure requested modifications are incorporated
- 2.1.8 Ensure alignment/agreement between electronic Capital Planning Investment Control (eCPIC) (or other designated tool) and authoritative data sources (i.e. Naval Information Technology Exhibits/Standards Reporting (NITESTAR), Defense Automated Document Management System (DADMS), DoD Information Technology Portfolio Repository (DITPR-DON) and document, map, and validate business processes and rules associated with critical project management data.

2.2 NAVY MARINE CORPS INTRANET (NMCI) OPERATIONS AND ADMINISTRATIVE SUPPORT

- 2.2.1 Implementation of NMCI has resulted in an enterprise-wide managed service that will provide the U.S. Navy and U.S. Marine Corps with secure, universal access to voice, video and data information exchange service. Major commands in the Navy and Marine Corps are required to support the implementation and operation of NMCI by staff augmentation.
- 2.2.2 The Contractor shall update and monitor the MPT&E NMCI Transition Plan to ensure the needs of the MPT&E enterprise are continuously met during the NMCI transition and to mitigate any risk to or negative impact on Navy manpower, personnel, training and education.
- 2.2.3 The Contractor shall support the continuous review and update of MPT&E and Information Strike Force (ISF) software databases to ensure they accurately reflect MPT&E enterprise software application requirements and adhere to the MPT&E IT Strategic Plan.
- 2.2.4 The Contractor shall advise MPT&E staff of any negative impact resulting from changes in available software.
- 2.2.5 The Contractor shall assist the NMCI Program Manager (PM) with the certification of MPT&E software applications, which includes:
 - 2.2.5.1 Data and media collection.
 - 2.2.5.2 Submission and documentation of Requests for Service (RFS).
 - 2.2.5.3 Preparation of certification test and test follow-up requirements (System Security Authorization Agreement (SSAA) requirements, test script and application loading instructions) and delivery of material to the test site.
 - 2.2.5.4 Coordination of application and peripheral testing, certification, delivery, testing, and installation.
 - 2.2.5.5 Synchronization of applications status between DADMS and ISF tools.
 - 2.2.5.6 Provide support for application rationalization to include new application packages.
 - 2.2.5.7 Provide oversight and support for IT asset reduction/migration strategies.
- 2.2.6 In support of the MPT&E NMCI Enterprise the Contractor shall provide technical support to assist in:
 - 2.2.6.1 Preparation of NMCI seat orders for the Claimancy.
 - 2.2.6.2 Accreditation and certification of Enterprise legacy systems for NMCI.
 - 2.2.6.3 Development of MPT&E security requirements for NMCI.
 - 2.2.6.4 Provision of NMCI Hotline (Help Desk) telephone support for the NMCI Leadership, as well as, customers.
 - 2.2.6.5 Development of an Enterprise architectural solution for NMCI. Electronic Classroom technical and implementation support.
 - 2.2.6.6 NMCI invoicing, file sharing and service request management support.

2.3 PORTFOLIO MANAGEMENT (PfM)

PfM provides a view of IT projects and assets across the organization and aligns IT with the command's strategic goals. In support of PfM, the contractor shall:

- 2.3.1 Contractor shall facilitate the coordination, development, and implementation of IM/IT Portfolio Management Methodology
- 2.3.2 Analyze the most accurate and up-to-date cost, benefit, risk, and return information.

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- 2.3.3 Create a list of prioritized projects using uniform decision criteria.
- 2.3.4 Provide required information on appropriate mix of projects in order for government to create a balanced investment portfolio.
- 2.3.5 Facilitate the coordination, development and maintenance of IM/IT Portfolios.
- 2.3.6 Monitor the progress of projects during their development cycle.
- 2.3.7 Identify potential or existing problems and identify appropriate action to avoid or address problem.
- 2.3.8 Develop and use Architecture Products to support the day to day business process of Portfolio Management, to include:
- 2.3.8.1 Enterprise IT Asset Discovery and Analysis
- 2.3.8.2 Portfolio Reduction
- 2.3.8.2.1 Mapping of systems, applications and processes to Taxonomy/Architecture
- 2.3.8.2.2 Business Case Analysis
- 2.3.8.2.3 Migration Planning
- 2.3.8.2.4 Network/Server Documentation and Analysis
- 2.3.8.3 Perform analysis of systems, applications and processes, providing analysis results, recommendations and metrics.
- 2.3.8.4 Develop DODAF Products and Perform Analysis Required for DBT Certification.
- 2.3.8.4.1 Required DODAF Products: OV-3, OV-5, OV-6a, OV- 6c, OV-7 & SV-5
- 2.3.8.4.2 Provide support for Enterprise Portfolio Management Tools.
- 2.3.8.4.3 Contribute data and programmatic support to the development and implementation of a MPT&E Enterprise Data Architecture, Data Standards, Quality Assurance, and integrity.
- 2.3.8.4.4 Facilitate identification, designation, and management of Authoritative Data Sources (ADS).
- 2.3.8.4.5 Support IT investment and portfolio management strategies.
- 2.3.8.4.6 Collaborate with key stakeholders on enterprise IT issues, requirements, processes, and policies.
- 2.3.8.4.7 Facilitate the coordination, development, and implementation of the IM/IT Data Management Strategy
- 2.3.8.4.8 Facilitate the coordination and development of Investment Review Board (IRB) documentation
- 2.3.9 Develop and maintain the Operational Activity Taxonomy supporting the functional Area and Command Portfolios ensuring technology strategies are aligned with DON and Global Information Grid (GIG) Mission Areas.
- 2.3.10 Support the management of Enterprise Architecture compliance requirements that support DITPR Registration/Architecture Compliance and Requirements Traceability /Defense Business Transformation (ACART/DBT) Process (i.e. Navy Specific Investment Review).
- 2.3.11 Coordinate integration with existing Architecture Projects in support of establishing a federation of architectures (Business Enterprise Application (BEA), Human Resource Management (HRM) Extension, Navy Business (NBEA), DON Human Resource Manager (HRM), Program Executive Assistant (EA) as required by policy and instruction).
- 2.3.12 Develop Systems Architecture products, Process Models and views, Data Models and vies IAW Laws, regulations and policies
- 2.3.12.1 Define support requirements for management of infrastructure performance
- 2.3.12.2 Identify role of business activities and systems in infrastructure
- 2.3.12.3 Conduct proof of concept analysis for technology insertion;
- 2.3.12.4 Define architecture requirements to improve enterprise activities
- 2.3.13 Build and Validate As-Is Model
- The accurate identification and documentation of the current business processes is the foundation upon which analysis and improvements can be made. The contractor may be required to perform the following tasks to capture and model the process:
- 2.3.13.1 Review existing materials from prior efficiency reviews, Business Process Review (BPR) studies, policy manuals and process guidance that may be provided by MPT&E
- 2.3.13.2 Conduct interviews of process owners, managers, and staff to identify how the process is performed, not simply the standard operating procedures or policy documentation
- 2.3.13.3 Perform validation workshops with the process owners to ensure accuracy and acceptance of the model and results
- 2.3.13.4 Model results as directed, in accordance with DOD/DON directives and software architecture formats as necessary to ensure interoperability.
- 2.3.13.5 Develop "What if" alternatives to allow the Navy to use metrics in their analysis. Alternatives may consider process changes, IT improvements, and phased implementation approaches.
- 2.3.14 Facilitate the capture of business processes through business process modeling techniques that can be used by MPT&E functional experts to communicate their desired business process.
- 2.3.14.1 The contractor shall present the results of the What-If alternatives and recommendations to MPT&E for review. Once
- 2.3.15 Technology Alignment Support
- Tasking in technology alignment may include requirements toalign new systems and processes with other technology initiatives inside and outside of the MPT&E enterprise. The following initiatives shall be required to achieve those efficiency
- 2.3.15.1 XML Architecture and Namespace Schema support

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2.3.15.2 Support development and maintenance of domain centric XML namespace schemas based on DOD/DON or International standards as appropriate to meet MPT&E requirements. The XML schema models will be non-proprietary and be capable of being reused in developing DOD/DON vocabularies specifically for MPT&E while conforming to the naming and design standards listed in the DON XML Naming and Design Rules

2.3.15.3 Support Requirements – provide project management and business process analysis required to execute namespace standardization and harmonization of XML schema as directed by business process improvement directives, DON/DOD policies and FAM/FDM and Future Naval Capabilities (FNC) guidance concerning development standards.

2.3.15.4 Provide guidance to the FAM process on the appropriate data standards necessary to best meet security requirement. This includes managing the Security Administration Markup Language standards.

2.3.15.5 Business Process Modeling Analysis – provide data models using business process modeling

2.4 INFORMATION ASSURANCE AND PRIVACY ACT PROTECTION

2.4.1 Contractors in the Information Assurance Division shall be IA Workforce certified IAW DOD 8570.01.

2.4.2 The contractor shall provide program management of IA programs and directives as needed to insure the safety of information contained within the MPT&E domain.

2.4.3 The contractor shall assist the IAM in the drafting of an MPT&E Information Assurance Program Management (IAPM) Plan for the Claimancy. The IAPM Plan will incorporate the DITSCAP and related responsibilities, tasks, duties and initiatives into an integrated programmatic plan that is actionable, comprehensive and flexible. The contractor shall monitor progress and provide technical assistance to ensure timely completion of SSAAs and MPT&E compliance with DOD security procedures and help ensure information integrity.

2.4.4 The contractor shall make recommendations that ensure information is protected against unauthorized access, disclosure, misuse, disruption or modification.

2.4.5 Provide support to establish within MPT&E measures necessary to protect the availability, integrity, authenticity and non-repudiation of MPT&E IT portfolio assets.

2.4.6 Provide support for administrative requirements for the MPT&E information assurance program to include formal and informal security document by Network Administrator, PMs and Application Owners.

2.4.7 Provide guidance to the FAM process on the appropriate data standards necessary to best meet security requirements. This includes managing the Security Administration Markup Language standards.

2.4.8 In support of the MPT&E IAPM Plan, the Contractor shall provide certification analysis and accreditation support for MPT&E Enterprise systems in accordance with all phases and requirements specified within DITSCAP.

2.4.9 The Contractor shall provide analysis and support for risk assessments, network architecture design documentation, implementation tracking, certification activities, and security test and evaluation.

2.4.10 The Contractor shall assist the IAM and program managers in the preparation and completion of SSAAs.

2.4.11 The Contractor shall review and provide analysis of the SSAA documents to the IAMs. The IAM shall provide a prioritized work list for the Contractor. If the Contractor determines that there are issues or conflicts surrounding the timely completion of an SSAA, it is incumbent upon the Contractor to make this information known to the Contracting Officer's Representative (COR) and the IAM immediately and not wait for it to be reflected in the monthly reports.

2.4.12 The Contractor shall also provide additional support as required to achieve compliance with the Federal Information Security Management Act of 2002 (FISMA).

2.4.13 The Contractor shall update the IAPM Plan for the Claimancy, monitor progress, and provide technical assistance to ensure timely completion of SSAAs and MPT&E compliance with DOD security procedures and help ensure information integrity.

2.4.14 In support of the IAPM Plan, the Contractor shall provide certification analysis and accreditation support for MPT&E Enterprise systems in accordance with all phases and requirements specified within DITSCAP, DODINST 8510.1 series of instructions.

2.4.15 The Contractor shall provide support for risk assessments, network architecture design documentation, implementation tracking, certification activities, and security test and evaluation.

2.4.16 The Contractor shall prepare and complete SSAAs at the direction of the Information Assurance Manager (IAM) and in accordance with the guidelines specified within the DoD 8510.1-M.

2.4.17 The IAM shall provide a prioritized work list for the Contractor. If the Contractor determines that there are issues or conflicts surrounding the timely completion of an SSAA, it is incumbent upon the Contractor to make this information known to the COR and the IAM immediately and not wait for it to be reflected in the monthly reports.

2.4.18 The Contractor shall also provide additional support as required and directed by the Command IAM to achieve compliance with FISMA.

2.4.19 The Contractor shall assist the MPT&E IAM with Communications Material Security (CMS) oversight responsibilities in accordance with appropriate DON and DOD standards and instructions.

2.4.20 The Contractor shall also assist the IAM with ensuring appropriate Communications Security (COMSEC) instructions are available and up to date, watch standing procedures are current and complied with, and cryptographic handling and emergency destruction procedures are followed.

2.4.21 Provide assistance and support in the identification and removal of Personally Identifiable Information (PII) from various MPT&E IT/IM sources.

2.4.22 Provide pro-active intervention for elimination and removal of Privacy Act material from non-protected locations within MPT&E IT/IM assets.

2.4.23 Conduct random and spontaneous spot checks of various files and systems to ensure compliance with the provisions of the Privacy Act.

2.4.24 May require travel to various MPT&E locations, or may be done via electronic means where possible.

2.4.25 Provide Privacy Act implementation suggestions and guidance, including recommendations from industry best practices.

2.4.26 The contractor may also be required to provide additional assistance in other areas dealing with the protection of PII within MPT&E IM/IT sources.

2.5 PROJECT MANAGEMENT SUPPORT OFFICE (PMSO)

The mission of the PMSO is to provide leadership and guidance that will enable functional entities within the organization to manage programs, and projects utilizing sound project management, methodologies, standards, practices and procedures. To ensure project management, training, mentoring, internal quality and project reviews are delineated and adopted organization wide. The efficiencies and effectiveness of the PMSO will result in continuous improvement of projects management knowledge, skills, capability and performance. An essential element of change is effective Project Management practices that ensure maximum impact of projects with the most efficient use of resources.

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The PMSO is responsible for ensuring proposed projects align with strategic organizational goals and objectives. Ensuring that the appropriate information is documented, reviewed, and approved, and that all stakeholders are involved in evaluating and approving proposed projects. Responsible for identifying and developing the project management standards and methods that include policies, processes, templates and procedures that will be owned, distributed, monitored and maintained. The PMSO is responsible for the development and maintenance of a Projects Managers Guide. Responsible for reviewing and validating that the individual project is ready to proceed. Risk assessment associated with projects are identified, assessed and managed.

2.5.1 Business Process Analysis/Requirements Gathering

2.5.1.1 Contractor shall support MPT&E during requirements elicitation activities by managing projects via the facilitation of focus groups, gathering requirements, creating business process maps, and assisting customer(s) with determining the best course of action. The MPT&E domain is in the process of reassessing a wide range of business processes to determine if they need to be redesigned, updated, or stopped. Work efforts focusing on specific organization processes and business activities will be determined by MPT&E leadership through a business investment governance board. These tasks fall primarily into two categories:

2.5.1.1.1 The Contractor shall support the MPT&E in the development of full lifecycle plans to create new technology or software as required on a per project basis. Through an analysis and design phase, the contractor shall help in the development and traceability of Business Needs Documentation (BND) and, pending budgetary approval, continue with the project through testing and deployment. Artifacts will help to streamline gathering lessons learned and process engineering within the MPT&E, as well as, future enhancements to future releases.

2.5.1.1.2 Reengineering/Refresh Existing Systems

In some instances the customer may require the contractor to help in migrating outdated or legacy systems to new and more advanced software. This often results in a review of the existing system business rules and then conducting "Fit-Gaps" to determine the best solution to move the application forward. As with new system development, the contractor shall provide full lifecycle support to the PMSO through analysis and design phases as well as testing and follow-on assessments.

2.5.2 Testing

The Contractor shall assist enterprise business owners with planning and conducting user acceptance test activities and define, acquire, and manage required resources. These resources may include facilities, equipment, test articles and test personnel. Test management also includes the methodologies required to predict test requirements accurately in terms of schedule. Prediction is based on test objectives, maturity of test articles, normal availability of facilities and equipment, and reliability of test methods. Test Management shall include managing the conduct of tests in accordance with the detailed test instructions generated by the engineering process, and recording, analyzing and reporting test results.

2.5.2.1 The Contractor shall assist the MPT&E in coordinating software test and evaluation activities, in accordance with industry standards, to validate engineering and performance data at the system, subsystem, and component level. Activities to be performed shall include test planning, test design, test operations and support, preparing change requests on anomalies discovered, and reporting of test results.

2.5.2.2 The Contractor shall provide support as required in system validation testing. The Contractor shall document the activities in the Software Test Plan, the Software Test Descriptions and the Software Test Reports. The Contractor shall provide support to the Government during System Acceptance Testing (SAT). The Government will be responsible for the establishment, availability as needed, and access to other Government interface test beds in accordance with the Master Integrated Program Schedule to properly test system interfaces.

2.5.3 Data Analysis, Requirements, Migration

DoN is in the process of collapsing (integrating) or migrating multiple legacy systems attempting to reduce the infrastructure costs to its IT portfolio. An example of the level of effort includes the migration of multiple pay and personnel legacy systems to an integrated pay and personnel system.

2.5.3.1 Provide functional and technical expertise to lead integrated product teams associated with the requirements, design, development, and implementation of integrating multiple systems or applications.

2.5.3.2 Provide support to conduct data analysis in support of mapping, architecture, and migration of data to integrated systems or applications.

2.5.3.3 Gather and provide input from the migration strategy currently being worked for personnel and pay transition systems.

2.5.4 Project Management

2.5.4.1 The Contractor shall assist the MPT&E in providing day-to-day project management support for MPT&E projects including coordination of initiatives, schedule management, and reporting.

2.5.4.2 The Contractor shall ensure that the project management tasks are performed in accordance with the principles established by the Project Management Institute (PMI).

2.5.4.3 Provide timelines, work breakdown schedules, user reports and communication's plans as appropriate to execute MPT&E development policy related to DOD/DON CIO standards.

2.5.4.4 Contractor shall provide management reports as required. As a part of this process, the Contractor shall gather required information from applicable management systems/databases, format data for reports/presentations, and present reports (as required).

2.5.4.5 Contractor will assist government staff with identifying and promulgating MPT&E IT project metrics standards as required.

2.5.4.6 Business Process Modeling Analysis – provide data models using business process modeling.

2.5.5 Classroom Technology Management

2.5.5.1 Contractor will assist MPT&E with conducting curricula analyses that will support technology infusion decisions to ensure that investments made support both fiscal and fleet performance objectives.

2.5.5.2 The contractor shall provide in-house management support to MPT&E for all assigned tasks to ensure an integrated technology infusion process responsive to MPT&E program goals

2.5.5.3 The contractor shall assist with development and review of strategic plans, cost estimates schedules, briefing materials, Curriculum Analysis and Courseware Development Implementation Plans, and other technical and requirements documentation.

2.5.5.4 Coordination with other Navy commands, government organizations, and contractors to ensure consideration, execution and application of the latest technology integration efforts and processes, and elimination of duplication of effort while developing best business practices.

2.5.5.5 Provide support for programmed and emergent comparative studies and analyses of related IT business initiatives and functional capabilities.

2.6 DECISION SUPPORT TECHNOLOGY

The MPT&E enterprise requires analytical and technical support for existing and emerging BUPERS/NETC decision support technologies. Efforts include the analysis of Supply Change Management (SCM) best practices and the applicability to a production-oriented MPT&E business enterprise. Lean Six Sigma (LSS) methodologies are encouraged and recognized as a viable and effective tool with which to perform business process analysis. This support includes new IT/IM initiatives and may include the following tasks:

2.6.1 Technical and analytical support including development and production of modeling and simulation tools.

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2.6.2 Identification and development of Key Performance Indicator (KPI) metrics including documentation of business rules, determination of tolerances and establishment of best practices.

2.7 DELIVERABLES

Deliverables shall follow in accordance with MPT&E processes. These deliverables shall be in accordance with industry standard full lifecycle development processes. These deliverables may include, but are not limited to, any combination of the following:

2.7.1 Project Management Plan: Comprehensive, composite artifact which is used to collect all information required to manage the project.

2.7.2 Plan of Action and Milestones (POA&M): Identifies key program, milestones, ensures attendance at key meetings, ensures compliance with external milestones and requirements, and facilitates program office resource management.

2.7.3 Requirements Management Plan: Describes the requirements documentation, requirement types and their respective requirements attributes, specifying the information and control mechanisms to be collected and used for measuring, reporting, and controlling changes to the product requirements.

2.7.4 Business Needs Document (BND): Defines the high-level requirements in respect to estimated scope and cost. This document is used to determine the impact and overall organizational effectiveness a new system or service will have on the Navy.

2.7.5 Business Architecture Document (BAD): Provides a comprehensive overview of the business, using a number of different architectural views to depict different aspects of the business.

2.7.6 Business Rules Document: Declarations of policy or conditions that must be satisfied.

2.7.7 Functional Requirements Document (FRD): This artifact contains any type of requests a stakeholder (customer, end user, marketing person, and so on) might have on the system to be developed. It may also contain references to any type of external sources to which the system must comply.

2.7.8 Supplementary Specifications: Captures the system requirements that are not readily captured in the FRD or BAD.

2.7.9 Test Plan: Contains information about the purpose and goals of testing within the project. Additionally, the test plan identifies the strategies to be used to implement and execute testing and resources needed.

2.7.10 Test Cases: A set of test inputs, execution conditions, and expected results developed for particular objective, such as to exercise a particular program path or to verify compliance with a specific requirement.

2.7.11 Test Summary: A concise summary of all defects discovered during testing as well as the final result of testing.

2.7.12 Training Materials: Materials that are used in training programs or courses to assist the end-users with product use, operation and/or maintenance. Training materials that are used to train current legacy systems users on new/upgraded system use. Plan for changes to initial training (school house) for new system.

2.7.13 Risk Management/Mitigation Plan: describes the risks associated a project and any possible mitigation strategies.

2.7.14 Business Process Maps (as-is/to-be): Documents the current business processes of the Functional owner and what the Functional wants their process 'to-be' upon completion of the project.

2.7.15 Monthly Report: Comprehensive report on a monthly basis that is inclusive of all work accomplished and deliverables delivered during the report month.

2.7.16 Communications Plan: Document plan for communication with stakeholders.

2.7.17 Concept of Operations Plan: Document describing how a set of capabilities may be employed to achieve desired objectives or a particular end state for a specific scenario.

2.7.18 Business Case Analysis: Document which determines if a compelling business case can be made for the desired capability.

2.7.19 Monthly Report: Detailing the status of NMCI projects and funding.

2.7.20 Information Assurance Program Management Plan Monthly Update and final report shall be delivered to MPT&E for approval and acceptance.

2.7.21 SSAA Development Status Report will be provided monthly and completed SSAA documents will be submitted to MPT&E for approval and acceptance.

2.7.22 Preliminary Design Review (PDR) defines initial functional and technical intent prior to finalization of project design.

2.7.23 Critical Design Review (CDR): This review is a comprehensive overview of the application or IT/IM initiative and serves as the venue for making the final changes to the functional requirements prior to development.

2.7.24 Risk Identification: Immediately upon identification of a risk, must identify location, file name and type, owner and plain language address, type of PII data involved, search string to reach it and any other pertinent.

2.7.25 IA Monthly Report: Report of status concerning search and clean-up

Activities for MPT&E IA.

2.7.26 Command Muster Report: Report of all contractor employees for mustering during disasters as required by each command.

2.8 PERFORMANCE CRITERIA

2.8.1 Place of Performance. Work performed under this statement of work will be primarily performed at MPT&E Millington, TN; Pensacola, FL; Norfolk, VA; Washington, DC; and/or other government sites that relate to MPT&E missions and operations as required to accommodate specific tasking.

2.8.2 Hours of Work: Normal work hours at government sites will be eight hours a day, five days a week, Monday through Friday, between the hours of 0730 and 1630.

2.9 QUALITY CONTROL PLAN

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2.9.1 Objective: The purpose of this plan is to provide a Quality Control Plan for services performed. This plan shall provide a basis for the TOM to evaluate the quality of the Contractor's performance. The oversight of the contract and this plan will ensure that service levels are maintained at or above the required levels throughout the contract term. Further, this plan provides the COR with a proactive way to avoid unacceptable or deficient performance, and provides verifiable input for the required annual past performance evaluations. The contractor shall submit a comprehensive written Quality Control Plan within fifteen (15) calendar days after award to the COR and as changes are made thereafter. The will approve or disapprove the plan within (5) workdays of receipt. If the initial submission is disapproved, the contractor shall submit a revised QCP within five (5) workdays after disapproval.

.1 The Quality Control Program shall include the follow:

2.9.1.1.1 An inspection system covering all the services listed on the Performance Requirements Summary. It must specify the areas to be inspected on either a scheduled or unscheduled basis; how often the inspections will be accomplished (inspections shall be no less than monthly); and the title of the individual(s) who will do the inspecting. A copy of the inspection report shall be forwarded to the COR monthly.

2.9.1.1.2 The methods of identifying deficiencies in the quality of services performed before the level of performance becomes unsatisfactory.

2.9.1.1.3 A file of inspections conducted by the contractor, and any corrective action required and taken, shall be maintained by the contractor through the term of this contract. This file shall be the property of the Government and be made available to the COR during regular hours. The file shall be turned over to the COR within thirty (30) calendar days after completion/termination of the contract.

2.9.1.1.4 If it is determined by the Government that the contractor has failed to maintain the approved Quality Control Program, the Government will give the contractor written notice of deficiencies. The contractor shall correct all deficiencies with five (5) calendar days of receipt of written notice. If deficiencies are not corrected to the satisfaction of the Government, the Government may terminate the contract for default.

2.9.2 Evaluation Methods: The COR will conduct performance evaluations based on 2.9.1.1 above and the required performance levels set forth in the contract. The following techniques will be used to perform surveillance.

2.9.3 Performance Standards:

2.9.3.1 Quality Level: By monitoring the Contractor, the COR will determine whether the performance levels set forth in the contract have been attained. Quality levels for all tasks shall be specified in Table 1.

2.9.3.2 Frequency: During performance of this contract, the COR will be provided monthly measurements as specified in Table 1.

2.9.4 Management Responsiveness:

2.9.4.1 The COR will determine whether the Contractor has managed the contract effectively and efficiently, with successful and timely response to refinement and integration of plans, best business practices, capabilities, requirements, reports, briefings, and request for assistance, etc., as specified in the quality stands set forth in the PWS. The COR will confirm whether the Contractor has satisfactorily met all reporting requirements, including subcontracting reports when applicable.

Performance Standard Summary					
Ref ID	Requirement (Desired Outcome)	Performance Objective (Required Service)	Performance Standard (PS)	Acceptable Quality Level (AQL)	Monitoring Method
	Deliverables	All deliverables in response to the PWS shall be accurate and timely	Timeliness > 98% Quality > 98%	Timeliness: on or ahead of schedule at least 98% of the time. Quality: acceptable to the COR at least 98% of the time.	Government Review and Approval of Deliverables identified in the PWS.

Table 1. Performance Standard Metrics

2.10 EVALUATION METHODS:

The COR will conduct performance evaluations based on Section above and the required performance levels set forth in the contract. Performance evaluation criteria and standards are outlined in the Quality Assurance Plan for this requirement.

2.10.1 Monthly Progress Report (MPR).

The Contractor shall furnish a monthly progress report that includes a contract identification statement and the period of performance. The MPR shall detail the status of the work being performed in the different areas of expertise, the level of effort expended to date and each month and issues or problems that impact the tasking with a statement of burn rate (tabular and graphic) that includes backup documentation that must be specific to the particular delivery order/contract. It shall document problems encountered and report the resultant impact. The report shall include the current cost and level of effort (i.e., hours worked by labor category). The Contractor shall not provide documentation or information pertaining to other orders.

Description: Direct Labor		Awarded Contract Hours	Burn		Cumulative to Date	Cumulative to Date	Current End Date (Actual)
Labor Category	Employee Name	Hrs	Hrs	Rate	Hrs	Amount	
Subtotal Direct Labor:							

Other Direct Costs:							
Total Costs:							

Table 2. Resource Burn- Rate

2.11 DELIVERABLE SCHEDULE

Deliverables shall consist of documents that are required as noted in this Performance Work Statement. All requirements and duties described in the Performance Work Statement shall be initiated and completed within the established schedule/guideline.

2.11.1 Deliverables Schedule

Item	PWS	Description	Distribution/ Electronic Copy & Hard Copy	Due Date (Work Days)
1	Para 2.7.1	Project Management Plan	GPM - 1 each COR - 1 each KO - 1 each	10 days after contract award and updated not less than quarterly
2	Para 2.7.2	Plan of Action and Milestones (POA&M)	GPM - 1 each COR - 1 each KO - 1 each	10 days after contract award and updated not less than quarterly
3	Para 2.7.3	Requirements Management Plan	GPM - 1 each COR - 1 each	As Required
4	Para 2.7.4	Business Need Document	GPM - 1 each COR - 1 each	As Required
5	Para 2.7.5	Business Architecture Document (BAD)	GPM - 1 each COR - 1 each	As Required
6	Para 2.7.6	Business Rules Document	GPM - 1 each COR - 1 each	As required
7	Para 2.7.7	Functional Requirements Document	GPM - 1 each COR - 1 each	As Required
8	Para 2.7.8	Supplementary Specifications	GPM - 1 each COR - 1 each	As Required
9	Para 2.7.9	Test Plan	GPM - 1 each COR - 1 each	A Required
10	Para 2.7.10	Test Cases	GPM - 1 each	As Required

			COR – 1 each	
11	Para 2.7.11	Test Summary	GPM - 1 each COR – 1 each	As required
12	Para 2.7.12	Training Material	GPM - 1 each COR – 1 each	As required
13	Para 2.7.13	Risk Management/Mitigation Plan	GPM - 1 each COR – 1 each	As Required
14	Para 2.7.14	Business Process Maps (as-is/to-be)	GPM - 1 each COR – 1 each	As Required
15	Para 2.7.15	Monthly Report	GPM - 1 each COR – 1 each KO – 1 each	10 th of each month
16	Para 2.7.16	Communications Plan	GPM - 1 each COR – 1 each	As Required
17	Para 2.7.17	Concept of Operations Plan	GPM - 1 each COR – 1 each	As required
18	Para 2.7.18	Business Case Analysis	GPM - 1 each COR – 1 each	As required
19	Para 2.7.19	Monthly Report for NMCI	GPM - 1 each COR – 1 each	10th day of each month
20	Para 2.7.20	Information Assurance Program Management Plan Monthly Update	GPM - 1 each COR – 1 each	10 th Day of each month
21	Para 2.7.21	SSAA Development Status Report	GPM - 1 each COR – 1 each	10 th Day of each month
22	Para 2.7.22	Preliminary Design Review	GPM - 1 each COR – 1 each	As required
23	Para 2.7.23	Critical Design Review	GPM - 1 each COR – 1 each	As required
24	Para 2.7.24	Risk Identification	GPM - 1 each COR – 1 each	As required
25	Para 2.7.25	IA Monthly Report	GPM - 1 each COR – 1	10 th day of each month

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			each	
26	Para 2.7.26	Command Muster Report	GPM - 1 each COR - 1 each	As Required
27	Para 2.9.1.1	Quality Control Plan	GPM - 1 each COR - 1 each	10th day of each month

2.12 SECURITY AND PRIVACY

2.12.1 Clearances. Some tasks will require a secret clearance. All contract personnel (users) performing tasks that involve Privacy Act data must be eligible for a security clearance (eligibility of SECRET) commensurate with the level of access granted per DODI 8500.2.

2.12.2 Privacy Act.

Personnel working on this contract may be required to handle information that is covered by the Privacy Act of 1974 (Title 5 of the U.S. Code, Section 552.a). All contractors working on this PWS will be required to sign a non-disclosure agreement. All contractors on this contract are designated as Information Technology (IT) Level II per DoDD 5200.2R.

2.12.3 Non-Disclosure Agreement for Contractor Employees and Subcontractors

I, _____, am an employee of or a subcontractor to [Company Name], a contractor acting under contract to _____ under Prime Contract No. _____, through Delivery Order _____. I understand that in the performance of this task, I may have access to sensitive or proprietary business, technical, financial, and/or source selection information belonging to the Government or other contractors. Proprietary information includes, but is not limited to, cost/ pricing data, Government spend plan data, contractor technical proposal data, independent government cost estimates, negotiation strategies and contractor data presented in negotiations, contracting plans and statements of work. I agree not to discuss, divulge, or disclose any such information or data to any person or entity except those persons directly concerned with the performance of this delivery order. I have been advised that the unauthorized disclosure, use or negligent handling of the information by me could cause irreparable injury to the owner of the information. The injury could be source sensitive procurement information of the government or proprietary/trade secret information of another company.

I understand that the United States Government may seek any remedy available to it to enforce this Agreement, including, but not limited to, application for a court order prohibiting disclosure of information in breach of this agreement. Court costs and reasonable attorney fees incurred by the United States Government may be assessed against me if I lose such action. I understand that another company might file a separate claim against me if I have misused its proprietary information. In the event that I seek other employment, I will reveal to any prospective employer the continuing obligation in this agreement *prior* to accepting any employment offer. The obligations imposed herein do not extend to information/data which:

- a) is in the public domain at the time of receipt or it came into the public domain thereafter through no act of mine;
- b) is disclosed with the prior written approval of the FISC designated Contracting Officer;
- c) is demonstrated to have been developed by _____, or me independently of disclosures made hereunder;
- d) is disclosed pursuant to court order, after notification to the FISC designated Contracting Officer;

I have read this agreement carefully and my questions, if any, have been answered to my satisfaction.

(Printed Name of Employee or Subcontractor) Date

(Signature) Organization

(Witness Signature) Date

2.12.4 Base Access

Personnel requiring access to MPT&E restricted spaces processing classified information and to Government personnel computers/computer systems accessing military records/Privacy Act data will be required to be U.S. citizens.

The contract positions requiring access to classified information and military records/privacy act data are designated as Information Technology (IT) Level II per DoDD 5200.2R. Each contract person will require a favorably adjudicated National Agency Check with Local Agency and Credit Check (NACLCL) personnel security investigation (PSI). The PSI must be initiated prior to individual reporting for duty. Once a PSI is completed and it has been determined the contract person fails to meet the standards for a favorable NACLCL, the contract person must be terminated for failure to meet PSI requirements. Contract personnel having

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access to restricted spaces processing classified information must have Secret access. Contract personnel having access to military records/Privacy Act data that is not classified do not need Secret access; however, contract personnel (users) performing tasks that involve Privacy Act data must be eligible for a security clearance (eligibility of SECRET) commensurate with the level of access granted per DODI 8500.2. Contract Facility Security Officer (FSO) will send Visit Authorization Letters (VAL) to the Base Facility Command Security Manager prior to any contract personnel reporting per DoD 5220.22M. All contract personnel positions will be identified as IT Level-II and all contract personnel will have their security clearance/access listed on the VAL.

2.12.4 Contractor shall complete Privacy Act training as required by each command location security/legal office.

2.13 SPECIAL ISSUES

All information technology products acquired or developed by a federal agency after June 25, 2001, must be compatible with accessories that permit people with disabilities to use that equipment. These accessories include screen readers for the blind and telephone technology for deaf people. While agencies do not have to install assistive devices and technology in their offices until an employee with disabilities needs it, any office equipment bought after June 25, 2001, must meet specific standards so assistive devices can be attached if needed.

"All electronic and information technology (EIT) procured through for this task order must meet the applicable accessibility standards at 36 CFR 1194, unless an agency exception to this requirement exists. 36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is viewable at <http://www.section508.gov>, part 1994."

The contractor shall indicate for each line item in their proposal whether each product or service is compliant or non-compliant with the accessibility standards at 36 CFR 1194. Further, the proposal must indicate where full details of compliance can be found (e.g., vendor's website or other exact location).

2.14 GOVERNMENT-FURNISHED EQUIPMENT (GFE)/GOVERNMENT- FURNISHED INFORMATION (GFI)

The government will furnish the following items at no cost to the contractor, when required and authorized by the task order.

For on-site work: workspace, furnishings, telephone services, supplies, equipment, and materials will be provided. Computer hardware, software, communication networks, printers, and other peripherals and resources available from the government and required for task order performance.

Government forms, publications, documents, and other information required for task order performance.

Office equipment and expenses necessary to perform contract-related services including: IT and network operations, printing, photocopying, communications, postage, express mail, etc.

2.15 PERSONAL SERVICES.

To counter the circumstances that infer personal services and to preserve the non-personal nature of the contract. The contractor shall adhere to the following guidelines in the performance the task:

Provide for direct supervision of all contract employees assigned to the task.

Refrain from discussing the issues such as skill levels and hours, salaries, cost and funding data, or administrative and personnel matters affecting contractor employees with the client.

Ensure close communication/coordination with the COR reporting problems, as they occur (not waiting for a monthly meeting).

Do not permit government officials to interview potential contractor employees, discuss individual performance, approve leave or work scheduling of contractor employees, terminate contractor employees, assist contractor employees in doing their jobs or obtain assistance from the contractor in doing Government job.

Do not assign contractor personnel to work under direct government supervision.

Maintain a professional distance from government employees.

Provide contractor employees with badges, if appropriate, identifying them as contractors.

Ensure proper communications with the government (technical discussion and government surveillance is okay, but the Government cannot tell the contractor how to do the job).

Assign a task leader to the task order. The task leader or alternate should be the only one who accepts tasking from the assigned Government point of contact or alternative.

Use work orders to document and manage the work and to define the details of the assignment and its deliverables. The government has the right to reject the finished product or result and this does not constitute personal services.

Neither the contractor, nor any of its employees will disclose, or cause to be disseminated, any information concerning the operations of the activity, which could result in, or increase the likelihood of the possibility of a breach of the activity's security or interrupt the continuity of its operations.

2.16 Disclosure of information relating to the services hereunder to any person not entitled to receive it, or failure to safeguard any classified information that may come to the contractor or any person under his control in connection with the work under this contract, may subject the contractor, his agents or employees to criminal liability under Title 18, Sections 793 and 798 of the United States Code. All inquiries, comments or complaints arising from any matter observed, experienced, or learned as a result, or in connection with, the performance of this contract, the resolution of which may require further study should be reported to the Contracting Officer's Representative (COR) and the government Security Manager.

2.17 The contractor and his employees are to be acquainted with, and obey all Government security regulations as posted, promulgated, or as provided by the COR, or delineated within this contract.

2.18 Deviations from, or violations of, any of the provisions of this section may, in addition to all other criminal and civil remedies provided by law, subject the contractor to immediate termination for default and/or the individuals involved to a withdrawal of the Government's acceptance and approval of employment.

2.19 Common Access Card (CAC) identification badges are required for access to all government buildings. The CAC identification badges are to be worn on the outer clothing, above the waist visibly displayed in order to identify the contract person. Contract personnel must register their private owned vehicles for access to Government installation.

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2.20 INVOICES

2.20.1 Schedule and Delivery Instructions.

Invoices for services rendered under this contract shall be submitted electronically through Wide Area Work flow – Receipt and Acceptance (WAWF):

The vendor shall self-register at the web site <https://wawf.eb.mil>. Vendor training is available on the Internet at <http://wawftraining.com>.

A separate invoice will be prepared for every month. Do not combine the payment claims for services provided under this contract. Invoicing shall be by CLINs and ACRNs for services rendered.

Copies of receipts, travel vouchers, etc., completed in accordance with Government Travel Regulations shall be attached to the invoice to support charges other than personnel hours. Original receipts shall be maintained by the contractor and made available to Government auditors upon request.

2.21 STANDARDS AND REFERENCES

BUPERS Local Area Network System Decision Paper IIA.

DoD Directive 5000.1 - Defense Acquisition, 15 Mar 98 (NOTAL).

DoD Instruction 5000.2-R, Mandatory Procedures for Major Defense Acquisition Programs (MDAPs) and Major AuCORated Information System (MAIS) Acquisition Programs, 15 Mar 96 (NOTAL).

SECNAVINST 5000.2B Implementation of Mandatory Procedures for Major and Non-Major Defense Acquisition Programs and Major and Non-Major Information Technology Acquisition Programs.

DON Data/Application Management Strategy

Navy Marine Corps Intranet

Legacy Application Migration Strategies

FORCENet

DoD Architecture Framework Volumes I, II and Deskbook

2.22 TRAVEL

The contractor may be required to travel in performance of this delivery order. The contractor shall be reimbursed only for travel authorized in advance by the Government Technical Point of Contact. Reimbursement of travel expenses shall be limited to the allowances depicted in the Federal Travel Regulations. The contractor shall not exceed the funding allocated in the Travel Reimbursement Line Item of the order.

2.23 ACRONYMS

- ACART... ..Architecture.Compliance and Requirements Traceability
- ACRN... ..Accounting Classification Reference Number
- ADS... ..Authoritative Data Sources
- BAD... ..Business Architecture Document
- BEA... ..Business Enterprise.Architecture
- BND... ..Business Needs Document
- BPR... ..Business Process Review
- BUPERS... ..Bureau of Naval Personnel
- C&A... ..Certification and Accreditation
- CA... ..Coordinating.Authority
- CAC... ..Common Access.Card
- CDR... ..Critical.Design Review.
- CIO... ..Command Information Officer
- CLIN... ..Contract Line Item Number

CMS... ..Communications.Material Security ...

CNO... ..Chief.of Naval Operations ...

COMSEC... ..Communications Security

DAA... ..Designated Approving Authority

DADMS... ..Defense AuCORated Document Management System

DBT... ..Defense Business Transformation ...

DITPR... ..DoD Information Technology Portfolio Repository

DITSCAP... ..DoD.IT Security Certification and Accreditation Process

DODAF... ..DoD Architecture Framework

EA... ..Executive Assistant

eCPIIC... ..Capital.Planning.Investment Control. ...

EIT... ..Electronic.and Information Technology

FAM... ..Functional Area Manager

FAT... ..Functional Acceptance Testing

FDM... ..Financial Data.Manager. ...

FISMA... ..Federal Information Security Management Act

FNC... ..Future Naval Capabilities ...

FOB... ..Federal.Office Building ...

FRD... ..Functional.Requirements Document

FSO... ..Facility.Security.Officer ...

GIG... ..Global.Information Grid ...

GPM... ..Government.Project Manager ...

HRM... ..Human Resource Management ...

IAM... ..Information Assurance.Manager... ..

IRB... ..Investment.Review Board.

ISF... ..Information.Strike Force ...

IT/IM... ..Information Technology/Information Management

KPI... ..Key.Performance Indicator ...

LSS... ..Lean Six Sigma...

MAIS... ..Major AuCORated Information System

MDAPs... ..Major Defense Acquisition.Programs

MPT&E... ..Manpower, Personnel, Training and Education

NACLC... ..National.Agency Check with Local Agency and Credit Check

NBEA... ..Navy Business Enterprise Architecture

NETC... ..Naval.Education.and Training Command

NETWARCOM... ..Naval Network.War.Command ...

NITSTAR... ..Naval Information Technology Exhibits/Standard Reporting

NMCL... ..Navy.Marine.Corps Intranet

OPNET... ..Optimized Network Evaluation.Tool. ...

PDR... ..Preliminary.Design Review ...

PII... ..Personally.Identifiable Information

PM... ..Program Manager ...

PMI... ..Project.Management Institute... ..

POA&M... ..Plan of Action and Milestones ...

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PSI... Personnel Security Investigation...
PWS... Performance Work Statement...
RFS... Requests for Service...
RO... Requiring Office...
RPMO... Requirements Program Management Office
SADIE... SYSCOM Architecture Development & Integration Environment
SAT... System Acceptance Testing...
SCM... Supply Change Management...
SME... Subject Matter Expert...
SSAA... System Security Authorization Agreements
TCM... TRIM Correspondence Manager...
COR... Task Order Monitor...
TRIM... Total Records and Information Management
VAL... Visit Authorization Letters...
VAR... Visit Authorization Request...
WAWF... Wide Area Work Flow...

2.24 DEFINITIONS

TERM	DEFINITION
Acceptance	An action by an authorized government representative by which the government assumes ownership of a deliverable as required by the PWS requirements.
Administrative Contracting Officer	The Contracting Officer responsible for administering this contract
Approval	Written notification by an authorized representative of the government that the Contractor's plans, design, or other aspects of the project appear to be sound and can be used as the basis for further work. Such approval does not shift responsibility from the Contractor to meet contractual requirements
Architecture	The organization structure of a system, identifying its components, their interfaces, and a concept of execution among them
Calendar Days	Unless otherwise specified, calendar days are defined as Sunday through Saturday
Classified Material	Material that requires safeguarding in the interest of nation security.
Close of Business (COB)	1800 hours unless otherwise stated.
Components	The named pieces of design and/or actual entities (subsystems, HWCIs, CSCIs, software units) of the system/subsystem/CSCI. In system/subsystem architectures, components consist of subsystems (or other variations), HWCIs, CSCIs, and manual operations. In CSC architectures, components consist of software units, which may consist of other software units. Components in the design need not have a one-to-one relationship with the components that implement them.
Computer Software Configuration Item (CSCI)	An aggregation of software that satisfies an end use function and is designated for separate configuration management by the RO. CSCIs are selected based on tradeoffs among software function, size, host or target computers, developer, support concept, plans for reuse, criticality, interface considerations, need to be separately documented and controlled, and other factors.
Contractor	The private or public sector entity, including its employees, producing the products or performing the services required by the PWS under this order.
Days	Unless otherwise specified, days are defined as working days, Monday through Friday, excluding government holidays
DD-250	Material inspection and receiving report
Document/documentation	A collection of data, regardless of the medium on which it is recorded, that generally has permanence and can be read by humans or machines.
Federal Acquisition Regulation (FAR)	The regulation governing federal contracting.
Government Furnished Equipment (GFE)	A term used to encompass all forms of government furnished equipment
Government Furnished Property (GFP)	A term used to encompass all forms of government furnished property
Government Property	All property, both real and personal. It includes facilities, materials, special tooling, special test equipment and agency-particular property.
Interfaces	The relationships among components in which the components, share, provide or exchange data. (An interface is not a CSCI, software unit or other system component; it is a relationship among them.) Although there may be software components or software units within components that "handle" the interface (i.e. to initiate the transfer of data, establish connectivity, or otherwise implement a relationship), those handlers are components or units rather than interfaces.
Output	The product or products of a system or process. The amount of something produced by a system or process during a given time period.
Performance Period	The contractual interval of time which the Contractor is solely responsible for accomplishment of all activities set forth in this PWS.
Physical Security	Those actions taken to preserve Government property and protect equipment from loss or damage.
Principal Contracting Officer (PCO)	Contracting Officer, who can legally commit the government
Quality Assurance	Those actions performed by the Government to ensure services meet the requirements of the PWS.
Requirement	A characteristic that a system or CSCI must possess in order to be acceptable to the RO
SF-1164	Standard Form 1164 Claim for Reimbursement for Expenditures on Official Business
Technical Point of Contact	The person(s) whom the Contracting Officer designates by name and/or position title to conduct liaison between the contractor and the Contracting Officer on matters pertinent to this contract and to be his authorized representative

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Task Order Monitor	The officer designated by the PCO to interface with the contractor on all technical or procedural issues pertaining to this contract. The CO is not authorized to deviate from the terms of the contract unless authorized by the PCO.
Visit Request Form	OPNAV 5521/27. Form that is sent to DoD installations or agencies communicating traveler information as well as dates of intended visit.
Workdays	Unless otherwise specified, workdays are defined as Monday through Friday, excluding government holidays.

REQUIRED STANDARD OF WORKMANSHIP (OCT 1992)

Unless otherwise specifically provided in this contract, the quality of all services rendered hereunder shall conform to the highest standards in the relevant profession, trade or field of endeavor. All services shall be rendered by or supervised directly by individuals fully qualified in the relevant profession, trade or field, and holding any licenses required by law.

(End of Provision)

REIMBURSEMENT OF TRAVEL COSTS (OCT 1998)

(a) Travel

(1) Area of Travel. Performance under this contract may require travel by contractor personnel. If travel, domestic or overseas, is required, the contractor is responsible for making all needed arrangements for his personnel. This includes but is not limited to the following:

Medical Examinations

Immunization

Passports, visas, etc.

Security Clearances

All contractor personnel required to perform work on any U.S. Navy vessel will have to obtain boarding authorization from the Commanding Officer of the vessel prior to boarding.

(2) Travel Policy. The Government will reimburse the contractor for allowable travel costs incurred by the contractor in performance of the contract and determined to be in accordance with FAR subpart 31.2, subject to the following provisions:

Travel required for tasks assigned under this contract shall be governed in accordance with rules set forth for temporary duty travel in FAR 31.205-46.

(3) Travel. Travel, subsistence, and associated labor charges for travel time are authorized, whenever a task assignment requires work to be accomplished at a temporary alternate worksite.

Travel performed for personal convenience and daily travel to and from work at contractor's facility will not be reimbursed.

(4) Per Diem. Per diem for travel on work assigned under this contract will be reimbursed to employees consistent with company policy, but not to exceed the amount authorized in the Department of Defense Joint Travel Regulations.

(5) Shipboard Stays. Whenever work assignments require temporary duty aboard a Government ship, the contractor will be reimbursed at the per diem rates identified in paragraphs C8101.2C or C81181.3B (6) of the DOD Joint Travel Regulations, Volume 2.

(6) Air/Rail Travel. In rendering the services, the contractor shall be reimbursed for the actual costs of transportation incurred by its personnel not to exceed the cost of tourist class rail, or plane fare, to the extent that such transportation is necessary for the performance of the services hereunder and is authorized by the Ordering Officer. Such authorization by the Ordering Officer shall be indicated in the order or

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in some other suitable written form.

NOTE: To the maximum extent practicable without the impairment of the effectiveness of the mission, transportation shall be tourist class. In the event that only first class travel is available, it will be allowed, provided justification therefore is fully documented and warranted.

(7) Private Automobile. The use of privately owned conveyance within the continental United States by the traveler will be reimbursed to the contractor at the mileage rate allowed by Joint Travel Regulations. Authorization for the use of privately owned conveyance shall be indicated on the order. Distances traveled between points shall be shown in standard highway mileage guides. Any deviations from distance shown in such standard mileage guides shall be explained by the traveler on his expense sheet.

(8) Car Rental. The contractor shall be entitled to reimbursement for car rental, exclusive of mileage charges, as authorized by each order, when the services are required to be performed outside the normal commuting distance from the contractor's facilities. Car rental for TDY teams will be limited to a rate of one car for every four (4) persons on TDY at one site.

(End of Provision)

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SECTION D PACKAGING AND MARKING

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SECTION E INSPECTION AND ACCEPTANCE

INSPECTION AND ACCEPTANCE OF SERVICES (OCT 2004)

The Task Order Manager (TOM) identified in Section G of this solicitation is the only person empowered to inspect and accept the completed task order. Upon completion of all work and final submission of all data items, the contractor's Senior Technical Representative shall prepare and sign a Certificate of Final Acceptance (COFA) memorandum and submit it to the TOM for signature. The contractor shall include the fully signed COFA with its final invoice.

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SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

52.242-15 Stop Work Order (AUG 1989)

The period of performance for the base period (CLIN 1000) is from the date of task order award through twelve months thereafter, estimated at:

1000 & 3000 - 1 October 2007 through 30 September 2008

The periods of performance for the option periods (CLINS 1001, 3001, 4002, 6002, 4003, 6003, 4004, 6004) are estimated at:

1001 & 3001 - 1 October 2008 through 30 September 2009

4002 & 6002 - 1 October 2009 through 30 September 2010

4003 & 6003 - 1 October 2010 through 30 September 2011

4004 & 6004 - 1 October 2011 through 30 September 2012

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SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager
Alice J Merritt, PERS 34G1
5720 Integrity Drive, Bldg 769
Millington, TN 38055
alice.merritt@navy.mil
901-874-2315

(F) 901-874-2763

The contracting office point of contact is Erin Kilrain who can be reached at (p)(215) 697-9617, (f)(215) 697-9569 or via email at erin.kilrain@navy.mil.

252.232-7003 ELECTRONIC SUBMISSION OF PAYMENT REQUESTS (MAR 2003)

WAWF INVOICING INSTRUCTIONS AND PAYMENT FOR SERVICES

Invoices for services rendered under this Contract shall be submitted electronically through Wide Area Work Flow - Receipt and Acceptance (WAWF):

The vendor shall self-register at the web site <https://wawf.eb.mil>. Vendor training is available on the internet at <http://wawftraining.com/>.

A separate invoice will be prepared for every month. Do not combine the payment claims for services provided under this contract.

For billing purposes, the invoice type to be used is the 2-in-1 invoice. The 2-in-1 invoice prepares the Material Inspection and Receiving Report, DD Form 250, and invoice in one document. Back up documentation (such as timesheets, etc.) can be included and attached to the invoice in WAWF. Attachments created in any Microsoft Office product are attachable to the invoice in WAWF.

The following information regarding the MPT&E is provided for completion of the invoice in WAWF:

Issuing Office DODAAC: N00189
Admin DODAAC: S2404A
Acceptor DODAAC: N62980
LPO DODAAC: N62980
Pay DODAAC: HQ0338

The contractor shall submit invoices for payment per contract terms. The Government shall process invoices for payment per contract terms.

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SUBCONTRACTING PLAN - INCORPORATED (FISC DET PHILA) (OCT 1992)

In accordance with FAR 19.702, the contractor has submitted a subcontracting plan which has been reviewed and approved by the contracting officer. The plan is hereby incorporated into this award as attachment [REDACTED]. The ACO is hereby delegated authority to monitor implementation of The Small Business and Small Disadvantaged Business Subcontracting Plan.

The Contractor shall provide a copy of all SF 294s, Subcontracting Reports for Individual Contracts, and SF 295s, Summary Subcontracting Reports, associated with the contract to The Fleet and Industrial Supply Center (FISC) Norfolk Detachment Philadelphia, 700 Robbins Avenue, Building 2B, Philadelphia, PA 19111-5083, Attn: Code

SECURITY ADMINISTRATION (FISC DET PHILA) (OCT 1992)

The highest level of security that will be required under this contract is SECRET as designated on DD Form 254 attached hereto and made a part hereof.

The offeror shall indicate the name, address and telephone number of the cognizant security office;

[REDACTED]

The facilities to be utilized in the performance of this effort have been cleared to SECRET level.

The offeror should also provide the above information on all proposed subcontractors who will be required to have a security clearance.

Accounting Data

SLINID	PR Number	Amount
100001	N6804508RCQH301	[REDACTED]
LLA :		
AA 1781804 22FT 000 68045 0 068566 2D CQH301 680458QH301Q		
Incremental Funding		
300001	N6804508RCQH301	[REDACTED]
LLA :		
AA 1781804 22FT 000 68045 0 068566 2D CQH301 680458QH301Q		
Incremental Funding		

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SECTION H SPECIAL CONTRACT REQUIREMENTS

LIMITATION OF LIABILITY - INCREMENTAL FUNDING (NAVSUP 5252.232-9400) (JAN 1992)

This contract is incrementally funded and the amount currently available for payment hereunder is limited to \$ _____ inclusive of fee. It is estimated that these funds will cover the cost of performance through _____. Subject to the provisions of the clause entitled "Limitation of Funds" (FAR 52.232-22) of the General Provisions of this contract, no legal liability on the part of the Government for payment in excess of \$ _____ shall arise unless additional funds are made available and are incorporated as a modification to this contract.

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SECTION I CONTRACT CLAUSES

CLAUSES - COST REIMBURSEMENT SERVICE

The following contract clauses are hereby incorporated by reference:

Clause No.	Title
52.203-6	Restrictions on Subcontractor Sales to the Government (JUL 1995)
52.233-3	Protest After Award - ALTERNATE I (JUN 1985)
52.215-2	Audit and Records - Negotiation ALTERNATE II (APR 1998)
52.216-7	Allowable Cost and Payment (DEC 2002)
52.216-8	Fixed Fee (MAR 1997)
52.217-8	Option to Extend Services (NOV 1999)

(a) The Government may extend the term of this contract prior to the expiration of the contract.

If the Government exercises an option, the extended contract shall be considered to use this option clause.

The total duration of this contract, including the exercise of any options under this clause, shall not exceed 60 months.

52.228-7	Insurance-Liability to Third Persons (MAR 1996)
52.232-19	Availability of Funds for the Next Fiscal Year (APR 1984)
52.232-20	Limitation of Cost (APR 1984)
52.232-22	Limitation of Funds (APR 1984)
52.237-3	Continuity of Services (JAN 1991)
	es - Cost-Reimbursement (AUG 1987) - ALTERNATE I (APR 1984)
	ntracts [Cost-Reimbursement and Letter Contracts] ALT I (JAN 2006)
52.244-5	Competition in Subcontracting (DEC 1996)

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ment Property (Cost-Reimbursement, Time-and Material, or Labor-Hour Contracts)(DOD Deviation) (MAY 2004)

- 52.246-25 Limitation of Liability-Services (FEB 1997)
- 52.249-6 Termination (Cost-Reimbursement) (MAY 2004)
- 252.201-7000 Contracting Officer's Representative (DEC 1991)

EMPLOYMENT OF DEPARTMENT OF DEFENSE PERSONNEL RESTRICTED

In performing this contract, the contractor will not use as a consultant or employ (on either a full or part time basis) any current Department of Defense (DoD) 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 laws and no DoD or Navy instructions, regulations, or policies might possibly be contravened and no appearance of a conflict of interest will result.

COMMUNICATIONS

- (a) Except as specified in paragraph (b) below, no order, statement, or conduct of Government personnel who visit the Contractor's facilities or in any other manner communicates with Contractor personnel during the performance of this contract shall constitute a change under the "Changes" clause of this contract.
- (b) The Contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is pursuant to specific authority otherwise included as a part of this contract.
- (c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract and, notwithstanding provisions contained elsewhere in this contract, the said authority remains solely the Contracting Officer's. In the event the contractor effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof. The address and telephone number of the Principal Contracting Officer is:

Brian Excell

FISC Norfolk Contracting Dept., Philadelphia

700 Robbins Ave., Bldg. 2B

Philadelphia, PA. 19111-5083

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(215) 697-9610

ORGANIZATIONAL CONFLICT OF INTEREST

(a) Definitions - In this clause:

(i) "Contractor" means the firm signing this contract;

(ii) "System Supplier" means any firm engaged in or having a known or prospective interest in the development, production, or analysis of the weapon system, equipment or program which are identified in the statement of work of this contract.

(iii) "Affiliates" means employees or officers of the contractor and first tier subcontractors involved in the performance of this contract, or in the decision making process concerning this contract.

(iv) "Interest" means organizational or financial interest.

(v) "Term of this Contract" means the period of performance plus any extensions thereto.

(b) Warranty Against Existing Conflicts of Interest

(i) The contractor warrants that it and its affiliates do not have any contracts with or any substantial interest in the system suppliers identified in the statement of work of this contract, other than those disclosed to the Government and listed in the section L solicitation provision entitled "Notice of Inclusion of an Organizational Conflict of Interest clause."

(ii) The contractor recognizes that during the term of this contract additional weapon system, equipment or programs may be identified and added to the statement of work of this contract as a result of contract modifications. In such event, the contractor agrees to immediately disclose to the Government information concerning any contract or interest between the contractor and its affiliates and any system supplier if the contract or interest arises during the term of this contract.

(iii) The contracting officer shall have the sole discretion to determine whether a potential organizational conflict of interest exists concerning any interest or contract which arises or is identified during the term of this contract. The contracting officer may take such steps as are necessary in the best interest of the Government to eliminate potential conflict of interest.

(c) Restrictions on Contracting

(i) The contractor agrees that during the term of this contract, and for a period of ___ months thereafter, neither it nor its affiliates shall (1) enter into any contract for supplies, services or materials, related to the work under this contract with the system suppliers; (2) create for themselves any interest in the system suppliers; (3) consult or discuss with the system supplier any aspects of work under this contract; or (4) furnish to the United States Government, either as a prime contractor or as a subcontractor any component of a system it has worked on or had access to under this contract.

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(ii) The contractor further agrees that neither it nor its affiliates will conduct a review nor make recommendations under this contract concerning any item which is the product of work performed by the contractor or its affiliates under any other contract.

(d) Non-Disclosure of Proprietary Data

Certain information of a proprietary nature may be submitted to the Government by a system supplier. While performing under this contract, the prime contractor and any subcontractors may receive this information. The prime contractor and any subcontractors agree to use and examine this information exclusively in the performance of this contract and to take the necessary steps to prevent disclosure of such information to any party outside the Government, as long as it remains proprietary. The contractor and the subcontractors agree to indoctrinate their affiliates who will have access to this information as to the proprietary nature of the information and the relationship under which they have possession of the information. Affiliates will also be informed that they may not engage in any other action, venture or employment where this information will be used for profit of any party other than the party furnishing this information. Additionally, the contractor and subcontractor agree to execute agreements to this effect with companies providing proprietary data for performance under this contract. The contractor and subcontractors will restrict access to proprietary information to the minimum number of employees for performance of this contract.

(e) Government Remedy

The contractor agrees that any breach or violation of the warranties, restrictions, disclosures or non-disclosures set forth in this conflict of interest clause shall constitute a material and substantial breach of terms, conditions, and provisions of the contract and that the Government may, in addition to any other remedy available, terminate the contract for default.

AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (FAR 52.232-19)(APRIL 1984)

Funding provided hereunder is subject to the Continuing Resolutions Act, if any, and the final FY08 Appropriations Act passed by Congress. This funding is released for the period of time covered by the Continuing Resolution Act (CRA), in an amount proportionate to the period of time covered by the CRA. Upon approval of further CRAs, if any, funding is released for the period of time covered by the additional CRA (s) in an amount proportionate to the amount of time covered by any additional CRA (s). The funding becomes fully available upon passage of the FY08 Appropriations Act

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SECTION J LIST OF ATTACHMENTS

Organization Chart which is referenced in Paragraph 1.0 of the Statement of Work

DD Form 254 - Contract Security Classification Specification

CPFF COntract Administration Plan (CAP)

Past Performance Information Form to be filled out by quoter and returned as part of their Quote