

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE U	PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 27		3. EFFECTIVE DATE 20-Mar-2009	4. REQUISITION/PURCHASE REQ. NO. N00174-09-MR-58058	
5. PROJECT NO. (If applicable) N/A		6. ISSUED BY NSWC, INDIAN HEAD DIVISION 4072 North Jackson Road, Suite 132 Indian Head MD 20640-5115 sherri.stonestreet@navy.mil 301-744-6746		
7. ADMINISTERED BY (If other than Item 6) DCMA VIRGINIA 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342		8. CODE S2404A		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Booz Allen Hamilton, Inc 8283 Greensboro Drive McLean VA 22102		9A. AMENDMENT OF SOLICITATION NO.
[X]		9B. DATED (SEE ITEM 11)
		10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-04-D-4024-FG01
		10B. DATED (SEE ITEM 13) 30-Aug-2006
CAGE CODE 17038	FACILITY CODE 006928857	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or
(c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

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

(*)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
[]	
[]	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
[X]	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Mutual Agreement
[]	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [] is not, [X] is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)
SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print) [Redacted]		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Denise E Johnson, Contracting Officer	
15B. CONTRACTOR/OFFEROR [Redacted] (Signature of person authorized to sign)	15C. DATE SIGNED 19-Mar-2009	16B. UNITED STATES OF AMERICA BY /s/Denise E Johnson (Signature of Contracting Officer)	16C. DATE SIGNED 20-Mar-2009

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)

Prescribed by GSA

FAR (48 CFR) 53.243

CONTRACT NO. N00178-04-D-4024	DELIVERY ORDER NO. FG01	PAGE 2 of 2	FINAL
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GENERAL INFORMATION

The purpose of this modification is to extend the task order period of performance at no cost through 31 March 2009 due to no fault or negligence of the contractor. Accordingly, said Task Order is modified as follows:

The period of performance is hereby extended from 31 December 2008 to 31 March 2009.

All other items remain unchanged.

Contractor's Statement of Release:

The parties have considered whether an equitable adjustment in the task order contract price, delivery schedule, or other terms and conditions of the task order contract are warranted by virtue of the changes incorporated herein. The parties agree that no such adjustment is warranted. The contractor waives all right, title and interest, if any to further equitable adjustments arising as a result of the changes incorporated under this modification.

If you have any questions regarding this modification, please contact Sherri Stonestreet at 301-744-6746 or via email at sherri.stonestreet@navy.mil.

A conformed copy of this Task Order is attached to this modification for information purposes only.

The total amount of funds obligated to the task is hereby increased by \$0.00 from \$42363300.50 to \$42363300.50.

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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	Environmental and Installation Analysis and Program Support (OTHER)	1.0 Lot	\$ [REDACTED]	\$ [REDACTED]	\$ [REDACTED]
100001	Incremental Funding (OTHER)				
100002	Incremental Funding (OTHER)				
100003	Incremental Funding (OTHER)				
100004	Incremental Funding (OTHER)				
100005	Incremental Funding (OTHER)				
100006	Incremental Funding (OTHER)				
100007	Incremental Funding (OTHER)				
100008	Incremental Funding (OTHER)				
100009	Incremental Funding (OTHER)				
100010	Incremental Funding (OTHER)				
100011	Incremental Funding (OTHER)				
100012	Incremental Funding (OTHER)				
100013	Incremental Funding (OTHER)				
100014	Incremental Funding (OTHER)				
100015	Incremental Funding (OTHER)				
100016	Incremental Funding (OTHER)				
100017	Incremental				

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Funding (OTHER)

100018 Incremental
Funding (OTHER)

100019 Incremental
Funding (OTHER)

100020 Incremental
Funding (OTHER)

100021 Incremental
Funding (OTHER)

100022 Incremental
Funding (OTHER)

100023 Incremental
Funding (OTHER)

100024 Incremental
Funding (OTHER)

100025 (OTHER)

1001	Environmental and Installation Analysis and Program Support (TBD)	1.0 Lot	\$ [REDACTED]	\$ [REDACTED]	\$ [REDACTED]
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100101 Incremental
Funding (TBD)

100102 Incremental
Funding; Mod
FG01-25
de-obligated
funding by
\$23,633.00. (TBD)

100103 Incremental
Funding (TBD)

100104 Incremental
Funding (TBD)

100105 Incremental
Funding (TBD)

100106 Incremental
Funding (TBD)

100107 Incremental
Funding (TBD)

100108 Incremental
Funding (TBD)

100109 Incremental
Funding (TBD)

100110 Incremental
Funding (TBD)

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100111 Incremental
Funding (TBD)

100112 Incremental
Funding (TBD)

100113 Incremental
Funding (TBD)

100114 Incremental
Funding (TBD)

100115 Incremental
Funding (TBD)

100116 Incremental
Funding (TBD)

100117 Incremental
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100118 Incremental
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100119 Incremental
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100120 Incremental
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100121 Incremental
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100122 Incremental
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100123 Incremental
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100124 Incremental
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100125 Incremental
Funding (TBD)

100126 Incremental
Funding (TBD)

100127 Incremental
Funding (TBD)

100128 Incremental
Funding (TBD)

100129 Incremental
Funding (TBD)

100130 Incremental
Funding (TBD)

100131 Incremental
Funding (TBD)

100132 Incremental
Funding (TBD)

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100133 Incremental
Funding (TBD)

100134 Incremental
Funding (TBD)

100135 Incremental
Funding (TBD)

100136 Incremental
Funding (TBD)

100137 Incremental
Funding (TBD)

100138 Incremental
Funding (TBD)

1002 Environmental and
Installation
Analysis Program
Support (OTHER)

1.0 Lot

\$ [REDACTED]

\$ [REDACTED]

\$ [REDACTED]

100201 Incremental
Funding (OTHER)

100202 Incremental
Funding (OTHER)

100203 Incremental
Funding (OTHER)

100204 Incremental
Funding (OTHER)

100205 Incremental
Funding (OTHER)

100206 Incremental
Funding (OTHER)

100207 Incremental
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100208 Incremental
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100209 Incremental
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100210 Incremental
Funding (OTHER)

100211 Incremental
Funding (OTHER)

100212 Incremental
Funding (OTHER)

100213 Incremental
Funding (OTHER)

100214 Incremental
Funding (OTHER)

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100215 Incremental
Funding (OTHER)

100216 Incremental
Funding (OTHER)

100217 Incremental
Funding (OTHER)

100218 Incremental
Funding (OTHER)

100219 Incremental
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100220 Incremental
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100221 Incremental
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100223 Incremental
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100225 Incremental
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100226 Incremental
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100227 Incremental
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100228 Incremental
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100229 Incremental
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100230 Incremental
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100231 Incremental
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100232 Incremental
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100233 Incremental
Funding (OTHER)

100234 Incremental
Funding (OTHER)

100235 Incremental
Funding (OTHER)

100236 Incremental

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Funding (OTHER)

100237 Incremental
Funding (OTHER)

100238 Incremental
Funding (OTHER)

100239 Incremental
Funding (OTHER)

100240 Incremental
Funding (OTHER)

100241 Incremental
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100242 Incremental
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100251 Incremental
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100253 Incremental
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100254 Incremental
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100255 Incremental
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100256 Incremental
Funding (OTHER)

100257 Incremental
Funding (OTHER)

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100258 Incremental
Funding (OTHER)

100259 Incremental
Funding (OTHER)

100260 Incremental
Funding (OTHER)

100261 Incremental
Funding (OTHER)

100262 Incremental
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100263 Incremental
Funding (OTHER)

100264 Incremental
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100265 Incremental
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100268 Incremental
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100277 Incremental
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100278 Incremental
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100279 Incremental
Funding (OTHER)

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100280 Incremental
Funding (OTHER)

100281 Incremental
Funding (OTHER)

100282 Incremental
Funding (OTHER)

100283 Incremental
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100296 Incremental
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100297 Incremental
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100298 Incremental
Funding (OTHER)

100299 Incremental
Funding (OTHER)

1003

40 [REDACTED]

1003AA Incremental
Funding (OTHER)

1.0 LH

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1003AB Incremental 0.0
Funding (OTHER)

1003AC Incremental 0.0
Funding (OTHER)

1003AD Incremental 0.0
Funding (OTHER)

1003AE Incremental 0.0
Funding (OTHER)

1003AF Incremental 0.0
Funding (OTHER)

1003AG Incremental 0.0
Funding (OTHER)

1003AH Incremental 0.0
Funding (OTHER)

1003AJ Incremental 0.0
Funding (OTHER)

1003AK Incremental 0.0
Funding (OTHER)

1003AL Incremental 0.0
Funding (OTHER)

1003AM Incremental 0.0
Funding; Mod
FG01-25
re-aligned
funding from SLIN
1003-AM to SLIN
3003-AC in the
amount of
\$3,000.00.
(OTHER)

1003AN Incremental 0.0
Funding (OTHER)

1003AP Incremental 0.0
Funding (OTHER)

1003AQ Incremental 0.0
Funding (OTHER)

1003AR Incremental 1.0 Lot
Funding (OTHER)

\$

\$

\$

1003AS Incremental 0.0
Funding (OTHER)

1003AT Incremental 0.0
Funding (OTHER)

For ODC Items:

Item	Supplies/Services Qty	Unit	Est. Cost
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3000	Environmental and Installation Analysis and Program Support (OTHER)	1.0 Lot	\$ [REDACTED]
300001	Incremental Funding (OTHER)		
300002	Incremental Funding (OTHER)		
300003	Incremental Funding (OTHER)		
300004	Incremental Funding (OTHER)		
300005	Incremental Funding (OTHER)		
300006	Incremental Funding (OTHER)		
300007	Incremental Funding (OTHER)		
300008	Incremental Funding (OTHER)		
300009	Incremental Funding (OTHER)		
300010	Incremental Funding (OTHER)		
300011	Incremental Funding (OTHER)		
300012	Incremental Funding (OTHER)		
300013	Incremental Funding (OTHER)		
300014	Incremental Funding (OTHER)		
300015	Incremental Funding (OTHER)		
300016	Incremental Funding (OTHER)		
300017	Incremental Funding (OTHER)		
300018	Incremental Funding (OTHER)		
300019	Incremental Funding (OTHER)		
300020	Incremental		

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Funding (OTHER)

300021 Incremental
Funding (OTHER)


300022 Incremental
Funding (OTHER)

300023 Incremental
Funding (OTHER)

300024 Incremental
Funding (OTHER)

300025 Incremental
Funding (OTHER)

300026 Incremental
Funding (OTHER)

3001 Environmental and 1.0 Lot \$ 
Installation
Analysis and
Program Support
(TBD)

300101 Incremental
Funding; Mod
FG01-25
de-obligate by
\$120,000.00.
(TBD)

300102 Incremental
Funding (TBD)

300103 Incremental
Funding (TBD)

300104 Incremental
Funding (TBD)

300105 Incremental
Funding (TBD)

300106 Incremental
Funding (TBD)

300107 Incremental
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300108 Incremental
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300109 Incremental
Funding (TBD)

300110 Incremental
Funding (TBD)

300111 Incremental
Funding (TBD)

300112 Incremental
Funding (TBD)

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300113 Incremental
Funding (TBD)

300114 Incremental
Funding (TBD)

300115 Incremental
Funding (TBD)

300116 Incremental
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300117 Incremental
Funding (TBD)

300118 Incremental
Funding (TBD)

300119 Incremental
Funding (TBD)

300120 Incremental
Funding (TBD)

300121 Incremental
Funding (TBD)

3002 Environmental and
Installation
Analysis and
Program Support
(OTHER)

1.0 Lot

\$ [REDACTED]

300201 Incremental
Funding (OTHER)

300202 Incremental
Funding (OTHER)

300203 Incremental
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300204 Incremental
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300205 Incremental
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300206 Incremental
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300207 Incremental
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300208 Incremental
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300209 Incremental
Funding (OTHER)

300210 Incremental
Funding (OTHER)

300211 Incremental

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Funding (OTHER)

300212 Incremental
Funding (OTHER)

300213 Incremental
Funding (OTHER)

300214 Incremental
Funding (OTHER)

300215 Incremental
Funding (OTHER)

300216 Incremental
Funding (OTHER)

300217 Incremental
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300218 Incremental
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300219 Incremental
Funding (OTHER)

300220 Incremental
Funding (OTHER)

300221 Incremental
Funding (OTHER)

300222 Incremental
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300223 Incremental
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300224 Incremental
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300225 Incremental
Funding (OTHER)

300226 Incremental
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300227 Incremental
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300228 Incremental
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300229 Incremental
Funding (OTHER)

300230 Incremental
Funding (OTHER)

300231 Incremental
Funding (OTHER)

300232 Incremental
Funding (OTHER)

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300233 Incremental
Funding (OTHER)

300234 Incremental
Funding (OTHER)

300235 Incremental
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300236 Incremental
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300237 Incremental
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300238 Incremental
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300254 Incremental
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300255 Incremental
Funding (OTHER)

300256 Incremental
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300257 Incremental
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300258 Incremental
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300259 Incremental
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300260 Incremental
Funding (OTHER)

300261 Incremental
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300262 Incremental
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300263 Incremental
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300264 Incremental
Funding (OTHER)

300265 Incremental
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300266 Incremental
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300267 Incremental
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300275 Incremental
Funding (OTHER)

300276 Incremental

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Funding (OTHER)

300277 Incremental
Funding (OTHER)

300278 Incremental
Funding (OTHER)

300279 Incremental
Funding (OTHER)

300280 Incremental
Funding (OTHER)

300281 Incremental
Funding (OTHER)

300282 Incremental
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300283 Incremental
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300293 Incremental
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300294 Incremental
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300295 Incremental
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300296 Incremental
Funding (OTHER)

300297 Incremental
Funding (OTHER)

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300298 Incremental
Funding (OTHER)

300299 Incremental
Funding (OTHER)

3003 Incremental \$
Funding

3003AA Incremental 1.0 Lot \$
Funding (OTHER)

3003AB Incremental 1.0 Lot \$
Funding (OTHER)

3003AC Funding 1.0 Lot \$
re-aligned from
SLIN 1002-28 to
SLIN 3003AC in
the amount of
\$3,000.00.
(OTHER)

TASK ORDER MANAGER (TOM)

(a) The Task Order Manager for this task order is:

Name: Joe McClure

Mailing Address: 101 Strauss Avenue, Indian Head, MD 20640

Code: CAC1

Telephone No: (301) 744-4688, ext. 276

(b) The Alternate TOM for this contract is:

Name:

Mailing Address:

Code:

Telephone No.:

(c) The TOM will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion, as necessary, with respect to the specification or statement of work, and monitoring the progress and quality of contractor performance. The TOM is not an Administrative Contracting Officer and does not have authority to direct the accomplishment of effort which is beyond the scope of the statement of work in the task order.

(d) When, in the opinion of the contractor, the TOM requests effort outside the existing scope of the task order, the contractor shall promptly notify the contracting officer (or ordering officer) in writing. No action shall be taken by the contractor under such direction until the contracting officer has issued a modification to the task order, until the ordering officer has issued a modification to the task order; or until the issue has been otherwise resolved.

(e) In the event that the TOM named above is absent due to leave, illness or official business, all responsibility and functions assigned to the TOM will be the responsibility of the alternate TOM.

SUBMISSION OF INVOICES (COST-REIMBURSEMENT, TIME-AND-MATERIALS, LABOR-HOUR, OR FIXED PRICE INCENTIVE)
(JUL 1992)

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(a) "Invoice" as used in this clause includes contractor requests for interim

payments using public vouchers (SF 1034) but does not include contractor requests for progress payments under fixed price incentive contracts.

(b) The Contractor shall submit invoices and any necessary supporting documentation, in an original and copies, to the contract auditor* at the following address:

unless delivery orders are applicable, in which case invoices will be segregated by individual order and submitted to the address specified in the order. In addition, an information copy shall be submitted to the TOM and NAVSEA INDIAN HEAD, Comptroller Code 021. Following verification, the contract auditor* will forward the invoice to the designated payment office for payment in the amount determined to be owing, in accordance with the applicable payment (and fee) clause(s) of this contract.

(c) Invoices requesting interim payments shall be submitted no more than once every two weeks, unless another time period is specified in the Payments clause of this contract. For indefinite delivery type contracts, interim payment invoices shall be submitted no more than once every two weeks for each delivery order. There shall be a lapse of no more than calendar days between performance and submission of an interim payment invoice..

(d) In addition to the information identified in the Prompt Payment clause herein, each invoice shall contain the following information, as applicable:

(1) Contract line item number (CLIN)

(2) Subline item number (SLIN)

(3) Accounting Classification Reference Number (ACRN)

(4) Payment terms

(5) Procuring activity

(6) Date supplies provided or services performed

(7) Costs incurred and allowable under the contract

(8) Vessel (e.g., ship, submarine or other craft) or system for which supply/service is provided

(e) A DD Form 250, "Material Inspection and Receiving Report",

is required with each invoice submittal.

XX is required only with the final invoice.

is not required.

(f) A Certificate of Performance

shall be provided with each invoice submittal.

XX is not required.

(g) The Contractor's final invoice shall be identified as such, and shall list all

other invoices (if any) previously tendered under this contract.

(h) Costs of performance shall be segregated, accumulated and invoiced to the

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appropriate ACRN categories to the extent possible. When such segregation of costs by ACRN is not possible for invoices submitted with CLINS/SLINS with more than one ACRN, an allocation ratio shall be established in the same ratio as the obligations cited in the accounting data so that costs are allocated on a proportional basis.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

PERFORMANCE-BASED

STATEMENT OF WORK

FOR

ENVIRONMENTAL AND INSTALLATION

ANALYSIS AND PROGRAM SUPPORT

1.0 GENERAL

1.1 Introduction

The Indian Head Division/Naval Surface Warfare Center (IHD/NSWC) has been tasked with providing analytical and programmatic services to support installation and environmental requirements for the Navy, Defense Services and Agencies and other Federal Facilities. This support will provide assistance with meeting compliance requirements of Federal law, Executive Orders, and Departmental Directives.

1.2 Background (For Information Purposes Only)

The Navy, Defense Services and Agencies and other Federal Facilities are responsible for complying with laws, regulations, and Executive Orders regarding the physical and natural infrastructure of installations under their control. This includes all facilities and activities conducted within the fenceline, many of which are required to maintain environmental permits, licenses, and agreements in order to operate and conduct their missions. Specifically, support is required to implement results of statutorily required decisions, such as Base Realignment and Closure (BRAC), National Environmental Policy Act (NEPA), and federal and state environmental compliance and clean up laws.

1.3 Scope

This Statement of Work addresses support required to provide engineering, analytical and programmatic support on a wide array of policy, planning, organizational and operational issues in support of Navy, Department of Defense (DoD) and other Federal activities. The objective of these analyses is to provide the Government with the information necessary to articulate efficient and effective process, organizational structure, and program guidance to respond to the dynamic environment and installation issues that result from major mission changes, BRAC, or new legislation. The goal of this tasking is to assist the Government in assessing operational efficiencies and effectiveness of installation and environmental programs and to identify actions to better align business and management practices with current requirements, as well as ensuring National Security objectives, public safety and security concerns are met across the planning cycle.

The contractor shall provide actionable recommendations and methodologies supported by analysis that lead to improvement in overall installation and environmental program implementation. Specific objectives are:

- Provide integrated, comprehensive, structured environmental, safety, and health planning and compliance support for Navy and DoD programs such as weapons system acquisition, operational and training activities, and facilities projects.
- Provide operational services, recommendations; strategies in support of Federal agencies implementation planning activities associated with the BRAC 2005 decisions. This may include stakeholder communications, process facilitation, integration management of multiple processes, training and education, and document/records management.

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2.0 REQUIREMENTS

2.1 Engineering and Analytical Support

2.1.1 The contractor shall use an integrated, comprehensive, structured and disciplined approach to environmental safety and health (ESH) planning and compliance for Navy, DoD, and other Federal agencies for programs such as BRAC, mission planning, acquisition programs, operational and training activities, and facilities projects. The contractor shall provide analytical support to assist the Government with environmental decision making and policy analysis, legislative and regulatory tracking, compliance monitoring, performance measurement and process improvement. Analyses shall include liability and risk, resource allocation, quality and knowledge management, process integration support and life cycle cost.

The contractor shall review new and revised legislation and regulations for impact to the Government. The contractor shall recommend changes, revisions, and updates to current policy, technical materials, briefings, training initiatives and course materials in light of new regulations. This task will cover all areas of operational compliance including air, water, environmental planning, range sustainment, and BRAC general support. The contractor shall provide draft and final analyses for use in briefings, symposia, publications, web sites or other media deemed appropriate.

2.1.2 Modeling and Simulation Support

The contractor shall provide through modeling and simulation a diverse quantity of analytical tools and environments for demonstrating, validating, and analyzing the interoperability of multi-force multi-region warfare. This will provide a high fidelity, real environment generation, impact prediction and simulation capability for operational, installation, and environmental decision makers. The contractor shall conduct advanced alternatives assessment, program life-cycle planning and prediction, and monitoring of process development and implementation.

The contractor shall conduct mission-planning activities, which will enable decision makers to conduct environmental security requirement's definition and impact prediction for the war fighter. Advanced modeling techniques shall be used to provide the missing links and seamless interface to bring together the multiple data to ensure the best planned operational scenario for the safest and optimal result. This data resource shall support operational planning and scenario generation, disaster preparedness and emergency management, and range interoperability mission execution decisions.

The contractor shall perform modeling analysis efforts, which may include integration and applications interfaces, data integration and analysis. The contractor may be required to use existing Commercial Off-The-Shelf (COTS) and Government Off-The-Shelf (GOTS), develop enhancements to existing COTS and GOTS, or develop new modeling techniques and models as specified. The contractor shall perform analytical trend analysis, environmental threshold performance indicators, prediction and analysis, and risk assessment and environmental benefits analysis.

2.2 Program Management Support

2.2.1 The contractor shall provide program management and administrative support for environmental and installation programs. The contractor shall assist with developing technical program planning and control documents. The contractor shall assist in the development of management plans and strategies, milestone planning and tracking, evaluations of program schedules, and deliverable tracking to include the planning, and/or reviewing of program data deliverables.

2.2.2 Conferences, Meetings, Reviews

The contractor may be required to organize, attend or host, and facilitate program meetings discussions as directed by the Government. The contractor shall assist in preparing and coordinating the agenda to key meetings, prepare presentation materials, host and/or participate in the actual meeting, and draft the minutes and action items for appropriate action. The Government will conduct reviews of the activities; provide technical direction, and approval of all major activities undertaken by the contractor.

2.2.3 Acquisition Program Management Support

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The contractor shall provide technical and program management support to assist the Government in evaluating and supporting the Defense Acquisition System policy, guidance, planning outreach, and training initiatives, DoD systems acquisition programs, and Joint Capabilities Integration and Development System (JCIDS). Program areas include systems acquisition program oversight and review, systems acquisition policy and guidance, Defense Acquisition University (DAU) curricula development/revision of environmental, safety, and occupational health (ESOH) content, new or special initiatives for ESOH in systems acquisition as well as other environment and safety programs that have a direct relation to the results of these initiatives, to ascertain progress, suggest changes or improvements, and evaluate implementation planning and procedures. Technical and program management support for integrating ESOH into advanced technology and research and development initiatives may also be required. This support will include assistance with integrating ESOH into the life cycle defense systems.

3.0 DELIVERABLES

3.1 The contractor shall submit monthly status reports, which are due on the 15th of each month and shall be submitted to: Indian Head Division/Naval Surface Warfare Center, 101 Strauss Avenue, Building 303, Indian Head, MD 20640-5035 Attn: Code CAC1. These reports shall include the following elements:

- Contractor's name and address
- Contract number and task order number
- Date of report
- Period covered by report
- Man?hours expended by discipline for the reporting period, and cumulatively during the task order
- Cost curves portraying actual/projected conditions through the task order
- Cost incurred for the reporting period and total contractual expenditures as of report date
- Description of progress made during period reported, including problem areas encountered, recommendations, if any for subsequent solution beyond the scope of this task order;
- Trips and significant results
- Plans for activities during the following period

3.2 The contractor shall provide such additional reporting, documentation, schedules, illustrations and drawings in a timely manner, as are requisites to the various task activities of the contract. Contractor shall provide a listing keyed to specific tasks identifying the minimum reporting deliverables associated with each task. Reporting should be in sufficient detail and of a quality to meet relevant commercial guidelines / standards and will include, but not be limited to:

- Technical reports, instructional/training documentation, courseware, data compilations, and data surveys, evaluations, and analyses
- Testing procedures, requirements, assessments, calibrations, and schedules
- Specifications, tabulations, engineering drawings, designs, concepts, diagrams, and circuits
- Maintenance requirements, guidelines, schedules, procedures, instructions, corrective actions, etc.
- Conference agenda, conference minutes, and presentation materials
- Purchase descriptions, proposals, equipment illustrations, program planning, support, and budget documentation

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and funding plans

4.0 GOVERNMENT FURNISHED EQUIPMENT (GFE) AND GOVERNMENT FURNISHED INFORMATION (GFI)

GFE and GFI may be required for completion of tasks under this Statement of Work. Specific GFE/GFI details will be provided in Technical Instruction Letters (TILs) issued under this task order.

Both the contractor and the designated Task Order Manager (TOM) will maintain accountability and inventory records.

5.0 TRAVEL

The contractor shall be required to travel in performance of this task order. The numbers of trips and types of personnel traveling shall be limited to the minimum required to accomplish work requirements and shall be coordinated with the Government Project Officer for each individual task and the Task Order Manager (TOM).

6.0 SECURITY

Key Personnel associated with this task order may be required to have a DoD "secret" clearance. The contractor may have access to information and compartments with a "Secret" classification. The contractor must be capable of securely storing up to "Secret" level information in their facility. All deliverables associated with this task order are "unclassified" unless otherwise specified.

7.0 DISCLAIMER STATEMENT

Any reports resulting from this task order shall contain the following disclaimer statement on the cover of such reports:

"The views, opinion and findings contained in this report are those of the author(s) and should not be construed as an official Department of Defense position, policy, or decision, unless so designated by other official documentation."

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SECTION D PACKAGING AND MARKING

SEE BASIC CONTRACT

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SECTION E INSPECTION AND ACCEPTANCE

SEE BASIC CONTRACT

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SECTION F DELIVERABLES OR PERFORMANCE

The basic effort to be performed under this contract, including all options shall be completed within a period of (48) months from the award date of this contract.

The task order period of performance shall not exceed the period of performance of the offeror's basic Sea-Port E contract.

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SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager
Joe T. McClure, CAC1
101 Strauss Ave.
Indian Head, MD 20640
joe.mcclure@navy.mil
301-744-4688

ALLOTMENT OF FUNDS (MAY 1993)

(a) This contract is incrementally funded with respect to both cost and fee. The amount(s) presently available and allotted to this contract for payment of fee for incrementally funded contract line item number/contract subline item number (CLIN/SLIN), subject to the clause entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE" (FAR 52.216-10), as appropriate, is specified below. The amount(s) presently available and allotted to this contract for payment of cost for incrementally funded CLINs/SLINs is set forth below. As provided in the clause of this contract entitled "LIMITATION OF FUNDS" (FAR 52.232-22), the CLINs/SLINs covered thereby, and the period of performance for which it is estimated the allotted amount(s) will cover are as follows: CLINS 1000 AND 3000 COVERS A PERIOD OF PERFORMANCE THROUGH 31 AUGUST 2007.

TASK ORDER POINTS OF CONTACT

The following contacts are provided for this contract:

Contract Administrator: Denise Johnson

Phone Number: (301)744-6671

Email:denise.e.johnson@navy.mil

Payments/Invoicing: DFAS Columbus Center, South Entitlement Operations (HQ0338)

Phone Number:

Task Order Manager: Joe McClure

Phone Number: (301)744-4688 X276

Any concerns regarding your task order, should be directed to the above mentioned personnel, or the Ordering Officer Patricia J. Downey at (301) 744-6666.

SPECIAL PAYMENT INSTRUCTIONS: Payment shall be in accordance with the acronyms shown on the invoices.

INVOICE INSTRUCTIONS (NSWCIHD) (JUNE 2006)

(a) In accordance the clause of this contract entitled "ELECTRONIC SUBMISSION OF PAYMENT REQUESTS" (DFARS 252.232-7003), the Indian Head Division, Naval Surface Warfare Center will utilize the DoD Wide Area Workflow Receipt and Acceptance (WAWF) system to accept supplies/services delivered under this contract. This web-based system located at <https://wawf.eb.mil> provides the technology for government contractors and authorized Department of Defense (DoD) personnel to generate, capture and process receipt and payment-related documentation in a paperless environment. Submission of hard copy DD250/invoices may no longer be accepted for payment.

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(b) It is recommended that the person in your company designated as the Central Contractor Registration (CCR) Electronic Business (EB) Point of Contact and anyone responsible for the submission of invoices, use the online training system for WAWF at <http://wawftraining.com>. The Vendor, Group Administrator (GAM), and sections marked with an asterisk in the training system should be reviewed. Vendor Quick Reference Guides are also available at <http://acquisition.navy.mil/navyaos/content/view/full/3521/>. The most useful guides are “Getting Started for Vendors” and “WAWF Vendor Guide”.

(c) The designated CCR EB point of contact is responsible for activating the company’s CAGE code on WAWF by calling 1-866-618-5988. Once the company is activated, the CCR EB point of contact will self-register under the company’s CAGE code on WAWF and follow the instructions for a group administrator. After the company is set-up on WAWF, any additional persons responsible for submitting invoices must self-register under the company’s CAGE code at <https://wawf.eb.mil>.

(d) The following information regarding invoice routing is provided for completion of the invoice in WAWF:

WAWF Invoice Type *

Issuing Office DODAAC N00174

Admin DODAAC S2404A

Inspector DODAAC (if applicable) **

Acceptor DODAAC **

LPO DODAAC (if applicable) N/A

Pay DODAAC: HQ0338

DCAA Auditor DODAAC (if applicable) **

Attachments created in any Microsoft Office product may be attached to the WAWF invoice, e.g., backup documentation, timesheets, etc. Maximum limit for size of each file is 2 megabytes. Maximum limit for size of files per invoice is 5 megabytes.

(e) Before closing out of an invoice session in WAWF, but after submitting your document(s), you will be prompted to send additional email notifications. Click on “Send More Email Notification” and add the acceptor/receiver email addresses noted below in the first email address block, and add any other additional email address desired in the following blocks. This additional notification to the government is important to ensure the acceptor/receiver is aware that the invoice documents have been submitted into the WAWF system.

Send Additional Email Notification To:

joe.mcclure@navy mil

dawn.tolson@navy mil

(f) The contractor shall submit invoices for payment per contract terms and the government shall process invoices for payment per contract terms.

(g) If you have any questions regarding WAWF, please contact the WAWF helpdesk at the above 1-866 number or the NAVSEA WAWF point of contact Margaret Morgan at (202) 781-4815 or margaret.morgan@navy.mil.

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SECTION H SPECIAL CONTRACT REQUIREMENTS

INDIAN HEAD DIVISION, NAVAL SEA SYSTEMS COMMAND, HOURS OF OPERATION AND HOLIDAY SCHEDULE

1. The policy of this station is to schedule periods of reduced operations or shutdown during holiday periods. Deliveries will not be accepted on Saturdays, Sundays or Holidays except as specifically requested by the Naval Sea Systems Command. All goods or services attempted to be delivered on a Saturday, Sunday or Holiday without specific instructions from the Ordering Officer or his duly appointed representative will be returned to the contractor at his expense with no cost or liability to the U.S. Government.

2. The scheduled holidays for Indian Head Division, Naval Sea Systems Command are:

HOLIDAY DATE OF OBSERVANCE

New Year's Day 01 January

Martin Luther King's Birthday 19 January

President's Day 16 February

Memorial Day 31 May

Independence Day 5 July

Labor Day 6 September

Columbus Day 11 October

Veteran's Day 11 November

Thanksgiving Day 25 November

Christmas Day 24 December

* If the actual date falls on a Saturday, the holiday will be observed the preceding Friday. If the holiday falls on a Sunday, the observance shall be on the following Monday.

3. The hours of operation for the Procurement Department and Receiving Office are as follows:

AREA FROM TO

Procurement Department(BLDG. 1558) 7:30 A.M. 4:00 P.M.

Receiving Office (BLDG. 116) 7:30 A.M. 11:00 A.M.

12:30 P.M. 2:00 P.M.

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If you intend to visit the Procurement Department, it is advised that you call for an appointment at least 24 hours in advance.

GOVERNMENT-FURNISHED PROPERTY (PERFORMANCE)

The Government will provide only that property set forth below, notwithstanding any term or condition of this contract to the contrary. Upon Contractor's written request to the cognizant Task Order Manager, via the cognizant Contract Administration Office, the Government will furnish the following for use in the performance of this task order:

TECHNICAL INSTRUCTIONS

(a) Performance of the work hereunder will be subject to written technical instructions signed by the Ordering Officer specified in Section G of this task order. As used herein, technical instructions are defined to include the following:

(1) Directions to the Contractor which suggest pursuit of certain lines of inquiry, shift work emphasis, fill in details or otherwise serve to accomplish the contractual statement of work.

(2) Guidelines to the Contractor which assist in the interpretation of drawings, specifications or technical portions of work description.

(b) Technical instructions must be within the general scope of work stated in the task order. Technical instructions may not be used to: (1) assign additional work under the task order; (2) direct a change as defined in the "CHANGES" clause of the basic contract; (3) increase or decrease the task order price or estimated task order amount (including fee), as applicable, the level of effort, or the time required for task order performance; or (4) change any of the terms, conditions or specifications of the task order.

(c) If, in the opinion of the Contractor, any technical instruction calls for effort outside the scope of the task order or is inconsistent with this requirement, the Contractor shall notify the Ordering Officer in writing within ten (10) working days after the receipt of any such instruction. The Contractor shall not proceed with the work affected by the technical instruction unless and until the Contractor is notified by the Ordering Officer that the technical instruction is within the scope of this task order.

(d) Nothing in the foregoing paragraph shall be construed to excuse the Contractor from performing that portion of the contractual work statement which is not affected by the disputed technical instruction.

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SECTION I CONTRACT CLAUSES

52.222-41 Service Contract Act (1965)

In addition to the clauses in the basic contract, the following clauses are incorporated into the subject task order:

OPTION TO EXTEND THE TERM OF THE TASK ORDER

- (a) The Government may extend the term of this contract by written notice to the Contractor prior to expiration of the base period of current option; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the task order expires. The preliminary notice doesn not commit the Government to an extension.
- (b) If the Government exercises this option, the extended task order shall be considered to include this option clause.
- (c) The total duration of this task order, including the exercise of any options under this clause, shall not exceed 4 years.

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SECTION J LIST OF ATTACHMENTS

Section L

Section M

Relevant Experience Matrix

Past Performance Matrix

Past Performance Questionnaire

Cost Summary Format

Cap Plan

Wage Determination

DD254

The following attachments are being added to the contract award and are "updated" files.

1. Contract Administration Plan
2. Wage Determination Plan
3. DD 254 (incorporated by modification)
4. Sub Contracting Plan