

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE U	PAGE OF PAGES 1 3	
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2. AMENDMENT/MODIFICATION NO. 15	3. EFFECTIVE DATE 21-Nov-2013	4. REQUISITION/PURCHASE REQ. NO. N/A	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY CODE	N00174	7. ADMINISTERED BY (If other than Item 6) CODE	S2404A

NSWC, INDIAN HEAD DIVISION  
4072 North Jackson Road, Suite 132  
Indian Head MD 20640-5115  
teresa.palumbo@navy.mil 301-744-6612

DCMA Manassas  
10500 BATTLEVIEW PARKWAY, SUITE 200  
MANASSAS VA 20109-2342

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) BOOZ ALLEN HAMILTON INC 8283 Greensboro Drive McLean VA 22102		[X]	9A. AMENDMENT OF SOLICITATION NO.
			9B. DATED (SEE ITEM 11)
			10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-04-D-4024-FG08
			10B. DATED (SEE ITEM 13) 25-Sep-2009
CAGE CODE 17038	FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

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.
<input type="checkbox"/>	
<input type="checkbox"/>	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).
<input checked="" type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 43.103(a)(3) Types of Modifications - Bilateral
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ 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)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Christine M Owens, Contracting Officer	
15B. CONTRACTOR/OFFEROR /s/ (Signature of person authorized to sign)	15C. DATE SIGNED 21-Nov-2013	16B. UNITED STATES OF AMERICA BY /s/Christine M Owens (Signature of Contracting Officer)	16C. DATE SIGNED 21-Nov-2013

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)

Prescribed by GSA  
FAR (48 CFR) 53.243

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## GENERAL INFORMATION

The purpose of this modification is to add the ECMRA requirement, to update Place of performance and travel to include OCONUS locations, and to add OCONUS clauses to this task order.

Accordingly, said Task Order is modified as follows:

### 1. SECTION C - PERFORMANCE WORK STATEMENT

Paragraph 1.4.2 Place of performance has been updated to include OCONUS locations. See Section C.

Paragraph 1.4.5 Travel locations have been updated to include OCONUS locations. See Section C.

Paragraph 4.2.2 Enterprise-wide Contractor Manpower Reporting Application (ECMRA) has been added. See Section C for full reference.

### 2. SECTION I - CONTRACT CLAUSES

The following OCONUS clauses have been added to Section I:

252.225-7003 REPORT OF INTENDED PERFORMANCE OUTSIDE THE UNITED STATES AND CANADA--SUBMISSION WITH OFFER (DEC 2006)

252.225-7004 REPORT OF CONTRACT PERFORMANCE OUTSIDE THE UNITED STATES AND CANADA--SUBMISSION AFTER AWARD (MAY 2007)

252.225-7006 QUARTERLY REPORTING OF ACTUAL CONTRACT PERFORMANCE OUTSIDE THE UNITED STATES (MAY 2007)

252.225-7040 CONTRACTOR PERSONNEL AUTHORIZED TO ACCOMPANY U.S. ARMED FORCES DEPLOYED OUTSIDE THE UNITED STATES (FEB 2013)

252.225-7041 CORRESPONDENCE IN ENGLISH (JUNE 1997)

252.225-7042 AUTHORIZATION TO PERFORM (APR 2003)

252.225-7043 ANTITERRORISM/FORCE PROTECTION POLICY FOR DEFENSE CONTRACTORS OUTSIDE THE UNITED STATES (MAR 2006)

252.225-7994 ADDITIONAL ACCESS TO CONTRACTOR AND SUBCONTRACTOR RECORDS IN THE UNITED STATES CENTRAL COMMAND THEATER OF OPERATIONS

STATUS OF FORCES AGREEMENT (SOFA)

3. All other terms and conditions remain unchanged.

4. Contractor's Statement of Release

The parties have considered whether an equitable adjustment in the contract price, delivery schedule, or other terms and conditions of the contract is warranted by virtue of the above change(s) to the contract. The parties agree that no such adjustment is warranted. The contractor waives all right, title and interest, if any, to further equitable adjustments arising under this modification.

5. For additional information concerning this task order, please contact Teresa M. Palumbo at 301-744-6612 or [teresa.palumbo@navy.mil](mailto:teresa.palumbo@navy.mil).

(End of Summary of Changes)

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

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$29,120,298.75 by \$0.00 to \$29,120,298.75.

The total value of the order is hereby increased from \$36,240,998.94 by \$0.00 to \$36,240,998.94.

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## SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
-----	---	-----	----	----	-----	-----	-----
4000	R425	BASE YEAR - JOINT TRAINING INFORMATION MANAGEMENT SYSTEM (JTIMS) SUPPORT (OTHER)	1.0	LO	\$	\$	\$6,377,353.99
4001	R425	OPTION YEAR I - JOINT TRAINING INFORMATION MANAGEMENT SYSTEM (JTIMS) SUPPORT (OTHER)	1.0	LO	\$	\$	\$6,745,944.00
400101	R425	Requisition # 01890368 (OTHER)					
400102	R425	Requisition # 01890366 (OTHER)					
400103	R425	Requisition # 01890365 (OTHER)					
400104	R425	Requisition # 02703701 (OTHER)					
4002	R425	OPTION YEAR II - JOINT TRAINING INFORMATION MANAGEMENT SYSTEM (JTIMS) SUPPORT (OTHER)	1.0	LO	\$	\$	\$7,186,764.74
400201	R425	Funding in Support of Option Year II Labor (OTHER)					
400202	R425	Funding in Support of Option Year II Labor (OTHER)					
4003	R425	OPTION YEAR III - JOINT TRAINING INFORMATION MANAGEMENT SYSTEM (JTIMS) SUPPORT	1.0	LO	\$	\$	\$7,385,349.76

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(OTHER)

400301 R425 Funding in  
Support of Option  
Year III Labor  
(OTHER)

400302 R425 Funding in  
Support of Option  
Year III Labor  
(OTHER)

4004	R425	OPTION YEAR IV - JOINT TRAINING INFORMATION MANAGEMENT SYSTEM (JTIMS) SUPPORT (OTHER)	1.0	LO	\$	\$	\$7,487,215.45
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400401 R425 Funding in  
Support of Option  
Year IV - Labor  
(OTHER)

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
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6000	R425	BASE YEAR - OTHER DIRECT COSTS (ODC) SUPPLIES, MATERIALS, MISCELLANEOUS DIRECT COSTS (OTHER)	1.0	LO	\$114,400.00
6001	R425	OPTION YEAR I - OTHER DIRECT COSTS (ODC) SUPPLIES, MATERIALS, MISCELLANEOUS DIRECT COSTS (OTHER)	1.0	LO	\$112,000.00
600101	R425	Requisition #01890365 (OTHER)			
6002	R425	OPTION YEAR II - OTHER DIRECT COSTS (ODC) SUPPLIES, MATERIALS, MISCELLANEOUS DIRECT COSTS (OTHER)	1.0	LO	\$226,596.00

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600201 R425 FUNDING IN  
SUPPORT OF OPTION  
YEAR II ODCS -  
MATERIALS,  
SUPPLIES,  
MISCELLANEOUS  
(OTHER)

6003 R425 OPTION YEAR III - 1.0 LO \$234,753.00  
OTHER DIRECT  
COSTS (ODC)  
SUPPLIES,  
MATERIALS,  
MISCELLANEOUS  
DIRECT COSTS  
(OTHER)

600301 R425 Funding in  
support of Option  
Year III - OTHER  
DIRECT COSTS  
(ODC) SUPPLIES,  
MATERIALS,  
MISCELLANEOUS  
DIRECT COSTS  
(OTHER)

600302 R425 Funding in  
support of Option  
Year III - OTHER  
DIRECT COSTS  
(OTHER)

6004 R425 OPTION YEAR IV - 1.0 LO \$228,483.00  
OTHER DIRECT  
COSTS (ODC)  
SUPPLIES,  
MATERIALS,  
MISCELLANEOUS  
DIRECT COSTS  
(OTHER)

600401 R425 Funding in  
Support of Option  
Year IV - ODC-  
Supplies (OTHER)

6005 R425 BASE YEAR - OTHER 1.0 LO \$20,000.00  
DIRECT COSTS  
(ODC) TRAVEL  
(OTHER)

6006 R425 OPTION YEAR I - 1.0 LO \$30,111.00  
OTHER DIRECT  
COSTS (ODC)  
TRAVEL (OTHER)

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600601 R425 Requisition #  
01890368 (OTHER)

600602 R425 Requisition #  
01890365 (OTHER)

600603 R425 Requisition  
#11094494  
Funding in  
support of U.S.  
Joint Forces  
Command (OTHER)

600604 R425 Requisition  
#11296992  
Funding in  
support of U.S.  
Joint Forces  
Command (OTHER)

600605 R425 Requisition #  
11735238  
Funding in  
support of U.S.  
Joint Forces  
Command (OTHER)

6007 R425 OPTION YEAR II - 1.0 LO \$22,321.00  
OTHER DIRECT  
COSTS (ODC)  
TRAVEL (OTHER)

600701 R425 FUNDING IN  
SUPPORT OF OPTION  
YEAR II - OTHER  
DIRECT COSTS  
(ODC) TRAVEL  
(OTHER)

6008 R425 OPTION YEAR III - 1.0 LO \$23,403.00  
OTHER DIRECT  
COSTS (ODC)  
TRAVEL (OTHER)

600801 R425 Funding in  
Support of Option  
Year III ODC  
Travel (OTHER)

6009 R425 OPTION YEAR IV - 1.0 LO \$40,000.00  
OTHER DIRECT  
COSTS (ODC)  
TRAVEL (OTHER)

600901 R425 Funding In  
Support of Option  
Year IV ODC-  
Travel (OTHER)

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6010 R425 BASE YEAR - OTHER 1.0 LO \$6,304.00  
DIRECT COSTS  
(ODC) TRAVEL -  
COCOMS (OTHER)

601001 R425 ODC TRAVEL FOR  
COCOMS  
Requisition  
#01312411  
\$6,304.00 (OTHER)

### **TASK ORDER MANAGER (TOM)**

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

Name: Gregg Martin  
Address: Deputy Director Joint Staff J7  
116 Lakeview Parkway  
Suffolk, VA 23435  
Phone: 757-203-7446  
Email: [gregg.w.martin.civ@mail.mil](mailto:gregg.w.martin.civ@mail.mil)

(b) 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.

(c) 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.

(d) 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.

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## SECTION C DESCRIPTIONS AND SPECIFICATIONS

### Performance Work Statement (PWS) Joint Training Information Management System PART 1 GENERAL INFORMATION

#### 1.0 Description of Services

##### 1.1 Background

The purpose of this contract is to acquire information technology services in order to continue integration of the Joint Training Information Management System (JTIMS) in support of Training Transformation (T2) and the Combatant Commands, Combat Support Agencies, Services, the National Guard Bureau, and Interagency and Coalition Partners.

##### 1.2 Purpose

As part of the Training Transformation (T2) task to fully implement the requirements-based Joint Training System (JTS), the Joint Staff, J-7 revised, updated, and developed improved capabilities for the integrated, automated system for managing training, exercises and related events. The JTS, as defined in the Joint Training Manual (JTM), consists of four phases: Requirements, Plans, Execution, and Assessment. The Joint Training Information Management System (JTIMS) is designed to provide technical capabilities to support the integration of key products and facilitate the processes described in CJCSM 3500.03, the JTM.

The JTIMS software is the Joint tool to support and facilitate the full implementation of the JTS within the Joint community. This system will continue to evolve to provide an enhanced end to end architecture based on requirements of the Global Information Grid (GIG) and new DoD technical architecture requirements, updated interfaces, new linkages with other systems (i.e., Defense Readiness Reporting System (DRRS), Joint Lessons Learned Information System (JLLIS), Joint Capabilities Requirements Manager (JCRM), Joint Operational Planning and Execution System (JOPES), Joint Doctrine Training and Education Information System (JDEIS), Global Theater Security Cooperation Management Information System (GSCMIS), etc.) improved user access capabilities, use of collaborative tools and portal technologies, better defined resource requirements, enhanced resource conflict identification and depiction, better financial accountability, and expanded event execution support capabilities. All future enhancements, within the category of “training support,” will continue to transition JTIMS and its suite of automated offline capabilities towards a higher level of Joint training management. JTIMS will continue to provide the Joint community with the capability and performance required to fully support the T2 requirements and the Chairman of the Joint Chiefs of Staff (CJCS) JTS.

##### 1.3 Objective

The objective of this effort is to acquire contractor services to support the continued maintenance, integration and implementation of JTIMS and provide technical, training, and Life Cycle Maintenance (LCM) support. This effort provides:

##### 1.3.1. Integration

a. Develop approved technical capabilities derived from the T2 Implementation Plan, JTS/JTIMS Strategic Plan, as well as requirements submitted by the Combatant Commands, Combat Support Agencies, and other major JTIMS stakeholders through the formal configuration management process.

b. Utilize web services to design and implement enhanced linkages to readiness and other identified authoritative sources/systems. JTIMS shall not require the user to reenter data previously entered in any other related information management systems either vertically or laterally. Subsequent use of that data would be available to JTIMS users without operator reentry.

c. Implement and synchronize JTIMS SIPRNET/NIPRNET/Coalition environment to support an expanded user base and data exchange.

##### 1.3.2. Life Cycle Maintenance

- a. Life Cycle Maintenance (LCM) for user support and software maintenance for the delivered spiral.
- b. Software and Database Maintenance for the delivered version.
- c. Maintain/update Library data, to include data archiving and recovery.

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- d. Installation, support, testing of JTIMS LCM-derived upgrades/updates/patches.
- e. Maintain Software certification and accreditation.
- f. Maintain full and complete software and database documentation in accordance with (IAW) generally accepted Department of Defense (DoD) and industry standards and practices.
- g. Provide technical and user support for JTIMS.

### **1.3.3. Warfighter Mission Area (WMA) – Force Support Domain**

Based on Office of the Chief Information Officer (OCIO) guidance and with reference to DoD Information Technology Portfolio Repository (DITPR); JTIMS shall be placed within the WMA-Force Support Domain, within the DoD Mission Area Domain of WMA-Joint Training.

- a. Coordinate and provide technical support for the maintenance of the JTIMS server(s) within the Joint Staff, OCIO domain.

## **1.4 General Information**

### **1.4.1 Period of Performance**

The period of performance shall be for one (1) base period of 12 months. Four 12-month options periods may be exercised, at the discretion of the Government.

### **1.4.2 Place of Performance**

The primary place of performance for this effort is at contractor facilities in the Washington, D.C. metro area. Additionally, the areas for potential on-site support are the Pentagon (JS) **and other CONUS and OCONUS locations.**

### **1.4.3 Task Order Manager (TOM)**

The government will provide a TOM to assist the Contracting Officer with the technical aspects of the contract. The TOM will aid in providing guidance, clarification and access to technical data required to perform the work under this task order. The TOM for this task order is:

Gregg Martin  
Deputy Director Joint Staff J7  
116 Lakeview Parkway  
Suffolk, VA 23435  
757-203-7446  
[gregg.w.martin.civ@mail.mil](mailto:gregg.w.martin.civ@mail.mil)

### **1.4.4 Hours of Operation**

The contractor is responsible for contract performance between the hours of 0800-1700, Monday thru Friday, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The contractor must at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons. When hiring personnel, the contractor shall keep in mind that the stability and continuity of the work force are essential.

### **1.4.5 Travel**

The contractor shall be required to travel in performance of this Task Order. The number of trips and numbers of personnel traveling shall be limited to the minimum required to accomplish work requirements and shall be coordinated with the TOM (for each individual task) prior to travel. All travel shall be conducted in accordance with FAR 31.205-46 Travel Costs and Federal Travel Regulations (FTR) and shall be pre- approved by the TOM.

### **Location / Duration / Number of Trips / Number of Persons**

Colorado Springs/5 Days/2 Trips/2 Person  
Stuttgart, GE/5 Days/1 Trip/1 Person  
Oahu, HI/5 Days/1 Trip/1 Person  
Tampa, FL/3 Days/2 Trips/1 Person  
Suffolk, VA/3 Days/2 Trips/2 Person

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**Other travel locations (CONUS and OCONUS), number of trips, and number of travelers as required and approved by the COR.**

#### **1.4.6 Recognized Holidays**

It is not anticipated that the contractor will be required to perform contract services on these days.

New Year's Day	Labor Day
Martin Luther King Jr. Day	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

#### **1.4.7 Type of Contract**

The government anticipates award of a cost plus fixed fee contract.

#### **1.4.8 Security Requirements**

##### **1.4.8.1 Clearance Level**

Contractor personnel shall possess a current Top Secret (TS) Clearance based on a Single Scope Background Investigation (SSBI) completed within the last 5 years in accordance with the attached DD Form 254. Additionally certain positions will only require a Secret Clearance based on a National Agency Check (NAC) completed within the last 10 years.

##### **1.4.8.2 Facility Clearance**

The Contractor shall possess and maintain a Top Secret facility clearance from the Defense Security Service as verified within the Industrial Security Database.

##### **1.4.8.3 Physical Security**

The contractor shall be responsible for safeguarding all Government information or property provided for contractor use. At the close of each work period, Government information, facilities, equipment and materials shall be secured as specified. The contractor shall provide an offsite secret level IT processing facility capable of supporting JTIMS servers and peripherals.

##### **1.4.8.4 Key Control**

The Contractor shall establish and implement methods in accordance with the National Industrial Security Program Operating Manual (DoD 5220.22-M) to ensure all keys/key cards issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall develop procedures covering key control that shall be included in the Quality Control Plan. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas. The Contractor shall immediately report any occurrences of lost or duplicate keys/key cards to the Security Officer identified on the contract DD254. The Contractor shall prohibit the use of Government issued keys/key cards by any persons other than the Contractor's employees. The Contractor shall prohibit the opening of locked areas by Contractor employees to permit entrance of persons other than Contractor employees engaged in the performance of assigned work in those areas, or personnel authorized entrance by the Security Officer.

#### **1.4.9 Periodic Progress Meetings**

The Contracting Officer, TOM, and other Government personnel, as appropriate, may meet periodically with the Contractor to review the Contractor's performance. At these progress meetings the Contracting Officer will provide feedback to the Contractor on how the Government views the Contractor's performance. The contractor will apprise the Government of problems, if any, and resolutions being pursued. The Government and the Contractor shall take appropriate action to resolve outstanding issues. These meetings shall be at no additional cost to the Government.

#### **1.4.10 Identification of Contractor Employees**

All contract personnel attending meetings, answering Government telephones, and working in other situations where their Contractor status may not be obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of the audience that they are Government employees. Contractor personnel

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must also ensure that all documents or reports produced by Contractors are suitably marked as Contractor products or that Contractor participation is appropriately disclosed. Contractor personnel will be required to apply for, receive and wear a Pentagon identification badge which will indicate their Contractor status in the performance of this service.

#### **1.4.11 Deliverables**

All deliverables become the property of the United States Government. Unless otherwise stated, all deliverables shall be submitted in both hardcopy and electronic media in Microsoft Word/PowerPoint/Excel/Access/Visio/Project. All deliverables must be submitted to the TOM in accordance with the Performance Requirements Summary.

## **PART 2 DEFINITIONS & ACRONYMS**

CM - Configuration Management

COTS - commercial off the shelf

Defective Service - A service output that does not meet the PWS standard of performance.

DRRS - Defense Readiness Reporting System

Delivery Date – The specific time of delivery and/or performance.

GIG - Global Information Grid

GOTS – Government off the shelf

G-TSCMIS - Global Theater Security Cooperation Management Information System

JCRM - Joint Capabilities Requirements Manager

JDEIS – Joint Doctrine Training and Education Information System

JLLIS – Joint Lessons Learned Information System

JMSEL - Joint Master Scenario Event Lists

JOPES – Joint Operational Planning and Execution System

JRC - Joint Requirements Code

JTIMS – Joint Training Information Management System

JTS – Joint Training System

LCM – Life Cycle Maintenance

Metrics – A system of parameters or method of quantitative and periodic assessment of a process that is to be measured, along with the procedures to carry out and interpret such measurement and assessment.

Performance Objective – The service and/or activity required.

Performance Requirement – The outcomes, or results, that lead to satisfaction of the objective(s).

Performance Standard – Establishes the performance level that the Government requires for the accomplishment of contract requirements. The standards shall be measurable and structured to permit an assessment of the contractor's performance.

Performance Threshold – Minimum acceptable level, error rate and/or deviation from standard.

Performance Work Statement (PWS) – A detailed work statement for performance-based acquisitions that describes

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the required results in clear, specific and objective terms with measurable outcomes.

Quality Assurance (QA) - Those actions taken by the Government to assure services meet the requirements of the PWS.

Quality Control (QC) - Those actions taken by a contractor to control the performance of services so that they meet the requirements of the PWS.

Quality Control Plan – A contractor generated document outlining and describing their performance control processes to be applied in delivering the level of service required by the PWS.

T2 - Training Transformation

Task – How the contracting effort fits within the existing or intended customer environment both technically and organizationally; a specific piece of work to be completed within a certain time period.

Task Order Manager (TOM) - A representative from the requiring activity appointed by the Contracting Officer to perform surveillance and to act as liaison between the Contracting Officer and the Contractor.

TPA - Task Performance Assessment

Wide Area Work Flow (WAWF) – A secure Web-based system to allow contractors to submit electronic invoices, and provide the Government a means to electronically receipt for and accept supplies and services.

### PART 3

#### GOVERNMENT FURNISHED INFORMATION, FACILITIES, PROPERTY, AND EQUIPMENT

##### **3.0 General**

The Government will provide the information, facilities, property, and equipment as outlined below.

##### **3.1 Facilities**

The Government will furnish the necessary onsite workspace for the contractor staff to provide the support outlined in this PWS to include desk space, telephones, computers and other items necessary to maintain an office environment.

##### **3.2 Utilities**

All utilities in the Government facilities will be available for the contractor's use in performance of duties outlined in this PWS. The Contractor shall instruct employees in utilities conservation practices. The contractor shall be responsible for operating under conditions that preclude the waste of utilities.

##### **3.3 Services**

The Government will provide sponsorship to the contractor in order for the contractor to obtain a SIPR connection from DISA. The contractor facility will be approved and certified by the government, to support the continued maintenance, integration and implementation of JTIMS.

##### **3.4 Property**

The classified JTIMS IS system and associated media is hereby transferred from contract N00174-04-C-0040 to this task order N00178-04-D-4024-FG08 for use in the performance of this task order.

### PART 4

#### TASK DESCRIPTIONS

##### **4.0 Task Descriptions**

##### **4.1 Schedule**

##### **4.1.1 Kick-Off Meeting**

The contractor shall schedule and conduct a joint Government and contractor kick-off meeting to review PWS requirements. This meeting shall be scheduled within five (5) days after contract award.

##### **4.1.2 Project Schedule**

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The contractor shall deliver and maintain an integrated project schedule using Microsoft Project that shows all resource-loaded tasks through Level 4, durations, dependencies, and deliverables.

#### 4.2 Monthly Progress Reports

The contractor shall submit monthly progress reports delivered in a format or media approved by the TOM. The first monthly progress report is due NLT (no later than) 15 days after the first full reporting month. Send following reports NLT 15 days after the last day of each calendar month. These reports shall include:

- Contractor name and address.
- Contract number, CLIN and SubCLIN number.
- Date of report.
- Period covered by report.
- Man-hours expended by discipline for the reporting period, and cumulatively during the contract
- Cost curves portraying actual and projected conditions.
- 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 and recommendations, if any, for solutions. Recommendations may include solutions outside the scope of this contract.
- Trips and significant results.
- Plans and recommendations for activities during the following reporting period.
- Problems and shortfalls; identification of potential problems; and identification of any anticipated technical or funding shortfall or irregularity during the specified period of performance not later than four (4) months prior to the anticipated shortfall.
- Contractor performance assessment.

##### 4.2.1 Disclaimer Statement

All reports resulting from this contract shall contain the following disclaimer statement on the cover of such reports: *"The views, opinions and findings, contained in this report are those of the author(s) and should not be construed as an official Department of Defense (DOD) position, policy, or decision, unless so designated by other official documentation."*

##### 4.2.2 Enterprise-wide Contractor Manpower Reporting Application (ECMRA)

**"The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Joint Staff via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address <https://doncmra nmci navy mil> .**

**Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra nmci.navy mil>."**

#### 4.3 Individual Task Order Subcontracting Performance Report

If subcontractors are being used for this task order, a subcontracting report reflecting task order goals and actual achievements is to be submitted semi-annually during the task order performance for the periods ending March 31 and September 30. A report is also required for the task order within 30 days of task order completion. Reports are due 30 days after the close of each reporting period, unless otherwise directed by the Contracting Officer. Reports are required when due, regardless of whether there has been any subcontracting activity since the inception of the task order or the previous reporting period.

#### 4.4 Quality

##### 4.4.1 Quality Control Program (QCP)

The Contractor shall implement a Quality Control Program (QCP) for this effort. To implement this QCP, the Contractor shall prepare and provide a quality control plan to detail and describe the Contractor's framework and processes within the QCP for delivering quality products and services required by this PWS. This quality control plan shall be provided to the Government within 30 days after contract award. The Contractor shall provide a briefing to the Government outlining the plan for implementation of the QCP for the contract tasks during the

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kick-off meeting. The Contractor shall ensure all work will be performed in accordance with the contract requirements and the quality control plan. The Contractor shall provide the requisite staffing and procedures to meet the quality, quantity, timeliness, responsiveness, customer satisfaction, and service delivery and performance requirements of this effort. The Contractor shall identify in the Quality Control Plan, the applicable processes and metrics used to self-assess performance, in addition to the resources to be applied to this effort.

## **4.5 Technical**

### **4.5.1 Enhanced-modified JTIMS Software Integration**

The contractor shall design, integrate and provide enhanced-modified versions of JTIMS Version XX based on configuration management requirements as developed and approved by the Program Manager (PM) and Joint Community. Software shall utilize open source code, standard protocols, ports, and COTS/GOTS to minimize unique network/client configuration issues, enhance security, and minimize software code integration. The contractor shall provide new versions of the software that incorporate the approved configuration management list for Version (Future) in addition to the subtasks listed below. [Note: JTIMS software release V-XX, shall be delivered October 09.]

The contractor shall incorporate commercial off the shelf (COTS) or Government off the shelf (GOTS) capabilities where technically feasible to minimize code design and integration in JTIMS.

#### **4.5.1.1 Data Entry**

The contractor shall automate the data entry requirements, making JTS data manipulation easier for the user and providing increased value added to joint training efforts, in accordance with approved design concepts.

#### **4.5.1.2 JTIMS Architecture Upgrades-Enhancements**

##### **4.5.1.2.1 Service Oriented Architecture (SOA)**

The contractor shall design, deploy and improve the enhanced JTIMS architecture / web environment, which consists of a Service Oriented Architecture (SOA) based on Web Services standards to incorporate publish/subscribe methodology.

##### **4.5.1.2.2 Information Technology Infrastructure**

The contractor shall, in coordination with OCIO, maintain a robust information technology infrastructure to optimize the speed, performance, and reliability of JTIMS (current and future versions) to support the combatant commands, Combat Support Agencies (CSAs), Service components, National Guard Bureau and Interagency and Coalition Partners.

##### **4.5.1.2.3 One-Time authentication**

The contractor shall design and implement a one-time authentication with Access Control List (ACL) access per user and group using Digital Signatures and Encryption technology.

##### **4.5.1.2.4 Web Technologies Review**

The contractor shall investigate, review, and implement, upon Government approval, other 3rd party web technologies that fit within the SOA Web Services framework.

##### **4.5.1.2.5 Web Technologies Utilization**

The contractor shall utilize SOA Web Services components to build upon and test new versions and integration capabilities.

##### **4.5.1.2.6 Data Replication Capabilities**

The contractor shall provide data replication capabilities to support synchronized and distributed information-application and database for Combatant Commands (COCOM's), Services, Combat Support Agencies (CSAs), the National Guard Bureau (NGB), and Interagency and Coalition partners.

##### **4.5.1.2.7 Engineering Logistics Support**

The contractor shall provide analysis, planning, and detailed support for all engineering specific logistics including material, personnel, and operational maintenance of JTIMS throughout its life cycle. This support shall include technical system and database support for capacity and planning, space management, backup and recovery and performance tuning and monitoring.

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#### **4.5.1.2.8 System Support**

The contractor shall support real time replicated system environments, to include SIPR and NIPR. The effort shall be based on requirements and coordinated with JS/J7. This shall include providing code, instructions and any documentation that is designed or modified in support of these systems. These replicated environments shall be developed in order for the data to be able to be transferred via XML to the US SIPR or US NIPR environments. This shall include backup systems that shall be installed for J7& OCIO outside of the Pentagon.

#### **4.5.1.3 Document Management Capability**

The contractor shall enhance the Information Center capability to support the further distribution of T2, JTS, and other JTIMS documentation. This capability shall support the JTIMS community of interest (authorized users and public view) making this information easily accessible. The contractor shall provide the System Administrator the ability to add/modify site content (library sections), and to post, modify, and remove documents, add content subsections, and URLs under the established library sections.

#### **4.5.1.4 Enhanced Report/Query Capabilities**

The contractor shall provide enhanced report/query capabilities by enhancing the database to support enhanced report/query performance for transactional data.

#### **4.5.1.5 Authoritative Source/Data Management Library Updates**

##### **4.5.1.5.1 Integrate with JDEIS**

The contractor shall design, integrate and coordinate in collaboration with JDEIS, published/subscribed web services capabilities necessary to update library datasets (to include the Universal Joint Task List (UJTL) and Doctrinal References), as stipulated by the CDD.

##### **4.5.1.5.2 Update Library Datasets**

The contractor shall perform design integration and coordination, in collaboration with other authoritative data sources, that are necessary to update library datasets (to include Services, Interagency, and Intergovernmental).

##### **4.5.1.5.3 Update Cost and Scheduling Algorithms**

The contractor shall update cost and scheduling algorithms, as stipulated by the Government PM in coordination and collaboration with Transportation Command (TRANSCOM) and the requirements from the JS Comptroller to improve/enhance the STRATLIFT (Strategic Lift) capabilities.

##### **4.5.1.5.4 Integration with DRRS**

The contractor shall design, integrate and coordinate, in collaboration with Defense Readiness Reporting System (DRRS), to establish and implement published/subscribed web services for the Mission Essential Task List (METL) integration from DRRS and for the DRRS Task Performance Assessment (TPA)/Mission Training Assessment (MTA) integration from JTIMS.

##### **4.5.1.5.5 Expand the METL View**

The contractor shall expand the METL view in JTIMS to display all levels of METL Staff/Supporting/Command Linked tasks (Public View and Welcome Page).

##### **4.5.1.5.6 Integrate Capability to Exchange Data w/Personnel Management Systems**

The contractor shall design and implement the capability to exchange JTIMS data with Manpower, Personnel Management Systems and Processes and Service Training Information Systems in support of T2 requirements.

##### **4.5.1.5.7 Migrate JTIMS Data**

The contractor shall provide the capability to move and migrate JTIMS from other JTIMS environments up to JTIMS SIPR net.

#### **4.5.1.6 Import/Export Capabilities**

The contractor shall design and provide protocols to allow export of data from JTIMS to other applications, such as word processors, spreadsheets and other databases.

##### **4.5.1.6.1 Import Capabilities Utilizing Web Services**

The contractor shall design and implement import capabilities, utilizing web services, of authoritative source data (JDEIS, DRRS, JOPES, etc). Additionally JTIMS shall provide the capability to export data to other application formats, such as word processors, spreadsheets and other databases as stipulated in the CDD.

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#### **4.5.1.6.2 XML exports**

The contractor shall design and integrate import/export capabilities (XML exports), while collaborating and developing the dynamic capabilities to integrate using web services, in coordination with the JTIMS PM, with the following systems at a minimum: Global Status of Resources and Training Systems (GSORTs), Joint Operational Planning and Execution System (JOPES), Joint Event Scheduling System (JESS), Joint Lessons Learned Information System (JLLIS), Theater Engagement Planning Management Information System (TEPMIS), Global Theater Security Cooperation Management Information System (GTSCMIS) Service Training Information Management Systems and Joint Capabilities Requirements Manager (JCRM) and Defense Readiness Reporting System (DRRS). Additional systems may be identified and coordinated as necessary.

#### **4.5.1.6.3 XML for Published JTIMS Data**

The contractor shall design and integrate Extensible Markup Language (XML) export capabilities for published JTIMS (Missions, Joint Mission Essential Task List (JMETL), JTP, etc.) data to support continued data integration and export capabilities with other DoD programs transitioned to Web-services capabilities that are stipulated above in 4.5.1.6.2 and by the JTIMS Program Manager.

#### **4.5.1.7 Report/Query Capabilities**

The contractor shall incorporate commercial off the shelf (COTS) reporting capabilities to allow the JTIMS user community to produce user defined JTIMS data reports.

##### **4.5.1.7.1 User Designed Reports and Queries**

The contractor shall design and implement a capability for users to design, save, modify, delete, reinstate, and share user designed/developed reports and queries.

##### **4.5.1.7.2 Commercial off the Shelf (COTS) Query/Search Capabilities**

The contractor shall incorporate commercial off the shelf (COTS) query/search capabilities to allow the JTIMS user community the ability to search across JTIMS for data (i.e. Google Type Search).

##### **4.5.1.7.3 Generate Training Trends Reports**

The contractor shall provide the user the ability to generate enhanced Training Trends Reports that capture all assessment data (current approved and historical) entered against tasks that have a specific DOTMLPF issue entered in JTIMS. JTIMS shall provide the ability to enter specified time frames for assessment data.

##### **4.5.1.7.4 Save Report Filters**

The contractor shall provide the ability for users to save report filters within JTIMS to be shared within an organization or published for other organizational users.

#### **4.5.1.8 JTIMS Lite Capability**

##### **4.5.1.8.1 Standalone Requirements**

The contractor shall design and integrate the JTIMS Lite capability to support standalone requirements across the major JTIMS modules (JTP, Events, Execution, and MSEL). Delivered JTIMS Lite capabilities shall be aligned with JTIMS Enterprise capabilities and address the approved requirements documented in the JTIMS CM database for Version XX.

##### **4.5.1.8.2 Integrate and Release JTIMS Lite**

The contractor shall integrate and release JTIMS Lite, aligned with the release of JTIMS Enterprise; ensuring data integrity with previous version and standalone upgrades are compatible with the enterprise version across JTIMS SIPRNET, NIPRNET, and any Coalition instance.

##### **4.5.1.8.3 Enhance JTIMS Lite**

The contractor shall enhance JTIMS Lite to support its use as the primary source for execution during a large scale event or MSEL conference with the ability for 500 simultaneous users.

#### **4.5.1.9 JLLIS Integration**

##### **4.5.1.9.1 Query Lessons Learned Data**

The contractor shall provide the capability to query and view Lessons Learned data from the Joint Lessons Learned Program and supporting information system to enhance training program integration and execution in JTIMS. This shall include the ability to report on lessons learned data.

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#### **4.5.1.9.2 Link to the Joint Lessons Learned Information System**

The contractor shall implement, based on approved J7 design concepts, the capability to link to the Joint Lessons Learned Information System to allow JTIMS users the ability to input/recommend JTIMS data (i.e. training observations) for consideration as a Lessons Learned initial observation.

#### **4.5.1.10 T2 and JAEC Reporting Requirements**

The contractor shall design and support analysis of design concepts, JTIMS Training Transformation (T2), and Joint Assessment and Enabling Capability (JAEC) assessment reporting and data entry/integration requirements.

#### **4.5.1.11 508 Compliance**

The contractor shall update and implement user interface and software enhancements to support required 508 compliance level capabilities and provide a compliance matrix report to JS J7.

#### **4.5.1.12 Information Assurance/Security Review**

The contractor shall support the integration, modification, implementation, and enforcement of all Federal, DOD, and Joint Staff IA policies governing the Joint Staff community. This support shall also include life-cycle IA support for J7 software applications, systems, and networks. This support shall also include security engineering expertise for system architecture design and implementation, network engineering, integration, cross domain solutions, identity management, and web services security, to ensure J7 systems and the information processed, is protected against loss or compromise. Additionally, the review shall provide DOD Information Technology Security and Accreditation Process (DITSCAP) and Defense Information Assurance Certification and Accreditation Process (DIACAP) (when implemented) related documentation (i.e. Risk Assessments, IA reports, and appendices), analysis, and technical expertise (system engineering reviews) for J7 JTD software applications, systems, and networks.

The JTIMS shall rely on the security protection features offered by the Secret Internet Protocol Router Network (SIPRNET) for network infrastructure, Public Key Infrastructure (PKI) with Secure Socket Layer (SSL) for point-to-point encryption, and username/password identification for authentication.

#### **4.5.1.13 Enhanced JTIMS Capabilities**

The contractor shall scope and design additional requirements not specifically outlined above, based on the approved requirements database and design concepts, prior to software integration. These items (scope & design) will be approved by the JTIMS PM and coordinated with the contractor for inclusion in each version release, based upon number, cost, and time.

##### **4.5.1.13.1 Enterprise Messaging Service**

The contractor shall implement service requirements and implement an initial and follow on NCES/JUM Messaging capability. This shall be based on publish/subscribe methodology incorporating WS notification and WS reliable messaging.

##### **4.5.1.13.1.1 EMS/DISA NCES Capabilities**

The contractor shall ensure JTIMS is able to publish training data and consume other authoritative source data, utilizing DISA NCES JUM capabilities.

##### **4.5.1.13.2 Data Move/Data Migration**

The contractor shall implement the capability to move and migrate data from coalition and NIPR JTIMS sites into JTIMS Enterprise (SIPR). The contractor shall provide aggregated views within JTIMS SIPR of same organization data.

The capability to move data shall incorporate the full range of JTIMS data capabilities and data integration across SIPRNET, NIPRNET and Coalition events to allow users the ability to import and combine all event data under a single enterprise event.

##### **4.5.1.13.2.1 Weekly Data Moves**

The contractor shall conduct weekly data moves and synchronization from NIPR and Coalition JTIMS networks based upon agreed to government data transfer process. This shall include weekly METL updates on both the SIPR and NIPR.

#### **4.5.2 JMSEL Integration**

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#### **4.5.2.1 Integrate the Joint Master Scenario Event Lists (JMSEL)**

The contractor shall fully integrate the Joint Master Scenario Event Lists (JMSEL) capabilities into JTIMS Enterprise and JTIMS Lite. JTIMS Version XX shall include full JMSEL v2.6 capabilities, and shall address capabilities outlined in the approved JTIMS CM requirements lists. JTIMS data shall have the ability to be exported/imported between JTIMS enterprise and JTIMS lite seamlessly on-line for both the SIPR and NIPR sites via functionality located within the application.

#### **4.5.2.2 Migrate JMSEL V2.6 Legacy Databases**

The contractor shall provide automated capability to migrate JMSEL V2.6 legacy databases (active and archived) to JTIMS version XX (Enterprise) and provide these databases so that they are available for export to JTIMS Lite.

#### **4.5.2.3 MSEL standalone capabilities**

The contractor shall verify that JTIMS provides MSEL standalone capabilities that incorporate the full range of user roles, permissions, JTIMS data capabilities, and data integration across SIPRNET, NIPRNET, and Coalition events, to allow users the ability to import and combine all event data under a single Enterprise event necessary to execute and support the Joint training community.

#### **4.5.2.4 Migrate JTIMS 2.6 Software to the JS (OCIO) Enclave**

The contractor shall migrate JTIMS 2.6 software to the JS (OCIO) enclave (SIPRNET and NIPRNET). Once this site is operational, the JMSEL v2.6 databases shall be loaded. This shall become the primary site for the Commands and the JS until all aspects of subtasks 4.5.2.1, 4.5.2.2, and 4.5.2.3 are completed and verified by the JS and Commands.

### **4.5.3 Validation, Test and Acceptance Support**

#### **4.5.3.1 Validation Testing, Acceptance Support and Installation**

The contractor shall provide validation testing, acceptance support and installation for interim patches and new software. The contractor shall support the user validation test as outlined below in support of the approved CM process. The CM process shall include providing a draft validation test script to the PM no-later-than (NLT) 14 days prior to the BETA event. The PM in turn, shall provide the contractor a revised copy of the test script seven (7) days prior to the event. The contractor shall support the BETA test at their facility in order to provide access to the new enhanced software, and make changes that directly affect the operation of the system. The Government requires an acceptance test on the SIPRNET test environment during which the contractor shall be available to support the test.

#### **4.5.3.2 Maintain Integration/Testing Environment**

The contractor shall maintain the appropriate integration/testing environment to replicate production configurations for testing and functional validation of future system releases.

#### **4.5.3.3 JTIMS Training Site**

The contractor shall maintain an unclassified JTIMS training site that shall replicate the production version.

#### **4.5.3.4 Standards for System Interoperability**

The contractor shall comply with DISA standards for system interoperability, test and certification throughout all phases of the system design and integrated life cycle. These documents will be provided by the government to the contractor. These tests shall include testing GIG capabilities for compliance to Net Ready-Key Performance Parameters.

### **4.5.4 Technical and User Support**

The contractor shall provide JTIMS software technical and user support for the delivered JTIMS Versions, as described in the subtasks.

#### **4.5.4.1 TIER Level Support**

The contractor shall provide the following JTIMS Tier support for the delivered versions of JTIMS.

##### **4.5.4.1.1 Operations and Maintenance Technical Support**

The contractor shall provide JTIMS software technical and user support for the delivered JTIMS (Enterprise and Lite). The contractor shall provide operations and maintenance on-call technical support for the software application hosted at Joint Staff and within other Joint Staff approved domains. As approved by the JTIMS PM, the contractor

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shall provide on-site support to resolve technical issues in coordination with the Joint Staff OCIO or other domain Systems Engineers. To provide better support to the supported commands and agencies to meet their requirements as part of T2, the contractor shall adjust support hours, as coordinated and approved by the CO, TOM and JTIMS PM, to align with approved execution requirements.

#### **4.5.4.1.2 JTIMS Operations Support**

The contractor shall provide JTIMS and JMSEL V2.6 support in coordination with the JS J7 PM, and supported commands and agencies. This capability shall provide user support functions and resources via phone and online capabilities with timeframe to be determined. The contractor shall keep a running online record of problems reported and actions taken to resolve and provide this as part of the detailed monthly problem resolution reports to the JTIMS PM IAW with established program management procedures.

#### **4.5.4.1.3 JTIMS/JMSEL Exercise Support**

The contractor shall provide JTIMS technical support functions and resources via phone and online capabilities, including 24/7 On-call support during scheduled and JS J7 PM approved exercises, and/or to support OCIO. The contractor shall, coordinate with the JS OCIO, and provide problem resolution reports back to the JTIMS PM and help desk IAW with established program management procedures.

#### **4.5.4.2 JTIMS Support Visits**

The contractor shall, as approved by the JTIMS PM, support JTIMS operational or support visits (COCOM, Exercise conferences, Event Execution, Workshops, WJTSC, etc.) (Minimum of 2 visits)

#### **4.5.4.3-Training and Support Documentation**

The contractor shall update, maintain, or provide necessary content for the following:

##### **4.5.4.3.1 JTIMS Quick Reference**

The contractor shall support the continued enhancement of the JTIMS Quick Reference Guide and, at the request of the JTIMS PM, other user support documents, briefs, and marketing material.

##### **4.5.4.3.2 JTIMS On-line Help**

The contractor shall update and maintain the JTIMS On-line Help capability. This capability shall include detailed guidance, instructions, definitions, glossary, index, and a robust search capability to support users.

#### **4.5.5. Life Cycle Maintenance**

The contractor shall provide Life Cycle Maintenance (LCM) to JTIMS software and hardware.

##### **4.5.5.1-Provide Database Support**

The contractor shall provide database technical support for the delivered phases of JTIMS for the JTS. The contractor shall provide technical review/analysis of occurring or potential problems, forwarded/coordinated by the JS JTIMS PM or the help desk. The contractor shall document and report recommended issue resolution and scope the required resolution (cost, time, and version). The contractor shall provide phone support and/or on-site support of the JTIMS database to diagnose and correct stated/potential problems.

##### **4.5.5.2-Provide Software Support**

The contractor shall provide JTIMS software technical support for the delivered phases of the software for the JTS. The contractor shall provide technical review/analysis of occurring or potential software problems, forwarded/coordinated by the JS JTIMS PM or the help desk. The contractor shall provide phone support and on-site support of the software to diagnose and resolve problems. The contractor shall document and provide a summary of all problems and resolutions and scope the required resolution (cost, time, and version). Additionally, end-users software support shall be provided in coordination and authorized by JS J7 for on-site resolution.

##### **4.5.5.3-JTIMS Library Maintenance**

The contractor shall update/add/maintain/lock the JTIMS library data/datasets, to include editing libraries and datasets for correctness, compliance and completeness, as well as supporting the archiving of library data. Data sets include UJTL, Service Tasks Lists, References, Transportation Rates, and POCs. The contractor shall accomplish this task in conjunction with interim and new version releases. The contractor shall conduct an Authoritative Sources and Library Review across JTIMS (Data Management) to identify authoritative sources for library datasets based on design approval by the Government as part of the CM process.

##### **4.5.5.4 QA, Testing and Validation Support**

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#### **4.5.5.4.1 Software Quality Assurance**

The contractor shall create an integration/testing environment to replicate production configurations for testing and functional validation of the system releases.

#### **4.5.5.4.2. Establish Performance Baseline**

The contractor shall establish a “performance baseline” to provide a benchmark for addressing user issues. This baseline shall support the overall task by providing a standardized baseline to test and resolve issues identified by the user community.

#### **4.5.5.4.3 Testing and Validation**

The contractor shall provide verification documents and certification of internal testing of all release versions. The contractor shall support the JTIMS PM acceptance testing of released versions (i.e. operational/maintenance). The contractor shall use commercial off the shelf (COTS) software to test data through put, stress test, and profile JTIMS application code, and JAVA (Middleware) database performance for all delivered versions. The contractor shall provide a draft fourteen (14) working days prior to the event. The Government requires a ten (10) working days acceptance test on the SIPRNET test environment prior to formal ACCEPTANCE testing by the COCOMs, Services, and CSAs.

#### **4.5.5.5 Installation**

The contractor shall provide install documentation, software/database updates and patches and provide support for each version release (update, maintenance and patch). The contractor shall design and provide the necessary scripts and detailed procedures for the correct implementation or upgrade of all versions, software patches and upgrades.

##### **4.5.5.5.1 Install Instructions**

The contractor shall design and provide instructions for support personnel installing the versions/patches on the servers (Test and Operational). The instructions shall be used to Install, Test, Maintain, and Update versions of the software to support operations, maintenance, and trouble shooting procedures. The contractor shall provide updates for Government approval to the DI-IPSC-81428, Software Installation Plan (SIP).

##### **4.5.5.5.2 Training Support Documentation**

The contractor shall provide upgrades and patches that include maintenance/update of the online help files and the Quick Reference Guide.

#### **4.5.5.6 SIP Integration/Certification**

The contractor shall support System ID Profile (SIP) Integration/Accreditation and provide JS Strategic Planning Support. The contractor shall provide documentation, outlined in Task 4.4.5.8, and support certification of Security to update the SIP process of release versions. The contractor shall document changes to code, changes to hardware/software, etc.

#### **4.5.5.7 Configuration Management (CM) support**

##### **4.5.5.7.1. Design Mockup**

The contractor shall support the translation of the JTIMS system (or subsystem activity) design concept into a detailed mockup design, performing risk identification/analysis/ mitigation, and traceability matrix.

##### **4.5.5.7.2. Prototypes**

The contractor shall integrate the various components/JTIMS requirements to produce mock-ups, working prototypes or models of the proposed delivered capabilities.

##### **4.5.5.7.3. Technical Feasibility/Impact Analysis**

The contractor shall perform software integration activities, and submit to the JTIMS PM a technical feasibility/impact analysis (which includes an estimated cost and schedule impact) for each change requirement documented in the CM database.

##### **4.5.5.7.4 Scope the Strategic and Operational Proposed Changes**

The contractor shall review, analyze, and scope the Strategic and Operational Proposed Changes captured in the JS CM Database. These requirements shall be of sufficient scope and depth to enable the contractor to conduct the technical review as approved by the program management team as part of the CM process. The contractor shall work with the JTIMS PM and Program Integration team to obtain necessary information from the user community, web-host, and client hosts needed to refine requirements, potential doctrinal implications or other impediments to

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#### 4.5.5.8 System Documentation

The contractor shall update and provide the following documentation in support of JTIMS operations and maintenance:

- a. DI-IPSC-81427 Software Development Plan (SDP)
- b. DI-IPSC-81428 Software Installation Plan (SIP)
- c. DI-IPSC-81429 Software Transition Plan (StrP)
- d. DI-IPSC-81433 Software Requirements Specification (SRS) which includes:
  - DI-IPSC-81431 System/Subsystem Specification (SSS).
  - DI-IPSC-81434 Interface Requirements Specification (IRS).
- e. DI-IPSC-81435 Software Design Description (SDD) which includes:
  - DI-IPSC-81432 System/Subsystem Design Description (SSDD)
  - DI-IPSC-81436 Interface Design Description (IDD)
  - DI-IPSC-81437 Database Design Description (DBDD)
- f. DI-IPSC-81439 Software Test Description (STD)
- g. DI-IPSC-81441 Software Product Specification (SPS)
- h. DI-IPSC-81442 Software Version Description (SVD)
- i. System Setup Guide, Methodologies, and algorithms, input and key internal working variables, including input data dictionary, as stipulated by the Draft CDD.
- j. Programmer's manual consisting of local and global variables and selected code.
- k. JTIMS Software Code. This shall include uncompiled and compiled source code, configuration files, HTML, XML, and executable and non-executable files used in the fully functional systems.

#### 4.5.5.9 JTIMS Document Support

The contractor, in coordination with the JTIMS PM, shall review and provide draft input to Joint Training documents and instructions as they relate to JTIMS in support of strategic planning by the JS J7.

#### 4.5.6 Equipment Upgrades

Upon approval from the JTIMS PM, the contractor shall purchase software and hardware to upgrade and enhance the JTIMS servers. These purchases are based on the approved list of equipment which was coordinated between the JS and the integration team.

#### 4.6 Classified Processing and Storage Facility

The contractor IAW the DD254 will have a facility that is approved and certified for classified processing and storage, and includes classified computers to support the project. This facility shall be used to support the continued maintenance, integration and implementation of JTIMS. The Government will provide sponsorship to the contractor in order for the contractor to gain approval and installation from DISA of a SIPR connection to the facility. The SIPR connection will be approved and certified by the government in order for the contractor to access JTIMS servers within the Joint Staff to provide technical and troubleshooting support

<b>4.6</b>	Classified Processing and Storage Facility  Contractor shall have an approved and certified facility for classified processing and storage	Date of Award + 30 Days	One Time
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### PART 5 APPLICABLE DOCUMENTS

#### 5.0 Applicable Documents

##### 5.1 Reference to Detailed Specifications

- JTIMS Strategic plan and plan of action and milestones (POA&M).
- JTIMS Capability Design Document (CDD)
- JTIMS Program Management (PM)/Configuration Management (CM) Plan
- Joint Training Policy and Guidance (CJCSI 3500.01E)
- DoD Training Transformation Implementation Plan, 23 February 2006.

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- Strategic Plan for Transforming Department of Defense Training, 8 May 2006.

## 5.2 Specific Regulation or Guidance

- a. Joint Training Manual (CJCSM 3500.03B)
- b. IEEE/EIA 12207 (Software Lifecycle Processes)
- c. IEEE/EIA 649 (CM and Software Lifecycle Standards)
- d. DoD Information Technology Security Certification and Accreditation Process (DITSCAP)
- e. DoD 8320.1, DoD Data Administration
- f. DODD 5200.1 DOD INFORMATION SECURITY PROGRAM
- g. DODD 7730.65 DEPARTMENT OF DEFENSE READINESS REPORTING SYSTEM (DRRS)
- h. DODD 8000.1 MANAGEMENT OF DOD INFORMATION RESOURCES AND INFORMATION TECHNOLOGY
- i. DODD 8100.1 GLOBAL INFORMATION GRID (GIG) OVERARCHING POLICY
- j. DODD 8500.1 INFORMATION ASSURANCE (IA)
- k. CJCSI 3170.01C Joint Capabilities Integration and Development System
- l. CJCSI 6212.01C Interoperability and Supportability of Information Technology and National Security Systems
- m. CJCSM 3170.01 Operation of the Joint Capabilities Integration and System
- n. CJCSI 6211.02B Defense Information System Network and Connected Systems
- o. DoD Webmasters Policies And Guidelines <http://www.defenselink.mil/webmasters/>
- p. DoD CIO Memorandum, "DoD NetCentric Data Strategy"
- q. DoD Directive 8320.2, "Data Sharing in a Net-Centric Department of Defense".
- r. Department of Defense Metadata Specification, (<http://diides.ncr.disa.mil/mdregHomePage/mdregHome.portal>).
- s. Policy for Registration of Extensible Markup Language (XML).
- t. Department of Defense (DoD) Net-Centric Data Strategy: Visibility - Tagging and Advertising Data Assets with Discovery Metadata.

### TECHNICAL EXHIBIT 1 PERFORMANCE REQUIREMENTS SUMMARY

Task Paragraph	Tasks	Delivery Date	Performance Standard
4.1	Schedule		
4.1.1	Schedule and conduct a contract kick-off meeting	Date of Award + 2 weeks	One Time
4.1.2	Deliver and maintain an integrated project schedule using MS Project; include resource loaded tasks, durations, dependencies & deliverables	Date of Award + 30 Days	Monthly
4.2	Deliver Monthly Progress Report to include updated technical progress and financial status.	NLT 15th day of each month.	Monthly
4.3	Individual Task Order Subcontracting Performance Report	30 days after the end of each reporting period and/or Task Order completion	Semi-Annually
4.4	Quality		
4.4.1	Prepare and provide a Quality Control Plan	Date of Award + 30 Days	One Time
4.5	Technical		

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<b>4.5.1, 4.5.1.1</b>	Enhanced-modified JTIMS Software Integration  The contractor shall design and integrate enhanced-modified versions of JTIMS Version XX with components based on the following list, and identified requirements, as coordinated and approved by the PM and Joint Community. Software shall utilize open source code, standard protocols, ports, and COTS/GOTS to minimize unique network/client configuration issues, enhance security, and minimize software code integration. The contractor shall provide new versions of the software that incorporate the approved configuration management list for Version – (Future)	15 May and 15 October 2010	Twice
<b>4.5.1.2, 4.5.1.2.1 thru 4.5.1.2.8</b>	Design and Integrate JTIMS Architecture Upgrades-Enhancements	15 May and 15 October 2010	Twice
<b>4.5.1.3</b>	Implement Document Management Capability	15 May and 15 October 2010	Twice
<b>4.5.1.4</b>	Design and Integrate Task Proficiency Assessments	15 May and 15 October 2010	Twice
<b>4.5.1.5 4.5.1.5.1 thru 4.5.1.5.7</b>	Authoritative Source/Data Management Library Updates	15 May and 15 October 2010	Twice
<b>4.5.1.6 4.5.1.6.1 thru 4.5.1.6.3</b>	Integrate and enhance XML exports	15 May and 15 October 2010	Twice
<b>4.5.1.7 4.5.1.7.1 thru 4.5.1.7.4</b>	Design and Enhance Report/Query Capabilities	15 May and 15 October 2010	Twice
<b>4.5.1.8 4.5.1.8.1 thru 4.5.1.8.3</b>	Integrate JTIMS Lite Capability	15 May and 15 October 2010	Twice
<b>4.5.1.9 4.5.1.9.1 thru 4.5.1.9.2</b>	Implement JLLIS Integration	15 May and 15 October 2010	Twice
<b>4.5.1.10</b>	Revise T2 and JAEC Reporting Requirements	15 May and 15 October 2010	Twice
<b>4.5.1.11</b>	Implement 508 Compliance	15 May and 15 October 2010	Twice
<b>4.5.1.12</b>	Revise and Integrate Information Assurance/Security Review	15 May and 15 October 2010	Twice
<b>4.5.1.13 4.5.1.13.1 thru 4.5.1.13.2.1</b>	Integrate Enhanced JTIMS Capabilities	15 May and 15 October 2010	Twice
<b>4.5.2 4.5.2.1 thru 4.5.2.4</b>	JMSEL Integration	15 May and 15 October 2010	Twice

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<b>4.5.3</b> <b>4.5.3.1 thru</b> <b>4.5.3.4</b>	Validation, Test and Acceptance Support  The contractor shall provide validation testing, acceptance support and installation for interim patches and new software. The contractor shall support the user validation test as outlined below in support of the approved CM process. This shall include providing a draft validation test script to the PM no-later-than (NLT) 14 days prior to the BETA event	Apr and Sep 09	Twice
<b>4.5.4</b> <b>4.5.4.1 thru</b> <b>4.5.4.3.2</b>	Technical and User Support  The contractor shall provide JTIMS software technical and user support for the delivered JTIMS Versions, as described in the subtasks.	Date of Award + 30 Days	Monthly
<b>4.5.5</b> <b>4.5.5.1 thru</b> <b>4.5.5.9</b>	Provide Life Cycle Maintenance	Date of Award + 30 Days	Monthly
<b>4.5.6</b>	Equipment Upgrades	15 October 10	One Time

#### **IHD 17 - Personnel Qualifications (Minimum) NAVSEA/IHD (FEB 2000)**

(a) Personnel assigned to or utilized by the Contractor in the performance of this contract shall, as a minimum, meet the experience, educational, or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner. If the offeror does not identify the labor categories listed below by the same specific title, then a cross-reference list should be provided in the offeror's proposal identifying the difference.

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

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

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

#### **A.) Senior Systems Design Architect**

**Minimum/Specialized Experience:** Five (5) years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific settings using a variety of information technology resources. Requires experience with current technologies and, where required for the task, emerging technologies. Must have managed or had significant involvement with complex or substantive information technology projects including one year of experience demonstrating management and supervision capabilities.

**Functional Responsibilities:** Must be able to lead team in developing application, development, network, and technical architectures for small-scale customer/server and mainframe applications. Responsible for gathering and defining the architecture requirements and for ensuring that the architectures are compatible and in compliance with the appropriate IT organization and project standards. Also responsible for providing technical leadership during crucial, early phases of an information technology initiative, focusing particularly on requirements gathering, technology selection, and initial systems design. Requires a complete understanding and mastery of the software development lifecycle, as well as planning and estimating experience required on complex design and development projects. Formulate and define specifications for operating system applications or modifies and maintains existing applications using engineering releases and utilities from the manufacturer. Must be able to develop, manage,

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maintain, and evaluate state-of-the art computer hardware, software, and software development tools; evaluate their ability to support specific requirements and interface with other equipment and systems; and make recommendations for system improvements. Responsible for applications dealing with the overall operating system, such as sophisticated file maintenance routines, large telecommunications/ communications networks, computer accounting and advanced mathematical/scientific software packages. Instruct, direct, and check the work of other task personnel. Must be capable of analyzing information technology requirements and evaluate IT system problems of workflow, organization, planning to develop corrective actions. Responsible for quality assurance review and the evaluation of existing and new software products.

**Minimum Education:** A Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline.

#### **B.) System Design Architect**

**Minimum/Specialized Experience:** Must have six (6) years of experience in planning, designing, building, and implementing IT systems. At least five (5) years of experience developing application, development, network, and technical architectures for small-scale customer/server and mainframe applications. Demonstrated ability to develop and execute architecture strategies and to perform feasibility studies and integration analyses. Experience supervising and providing guidance in implementing various small-scale architectures and supporting implementation of midrange and large-scale applications.

**Functional Responsibility:** Must be able to lead team in developing application, development, network, and technical architectures for small-scale customer/server and mainframe applications. Responsible for gathering and defining the architecture requirements and for ensuring that the architectures are compatible and in compliance with the appropriate IT organization and project standards. Also responsible for providing technical leadership during crucial, early phases of an information technology initiative, focusing particularly on requirements gathering, technology selection, and initial systems design. Requires a complete understanding and mastery of the software development lifecycle, as well as planning and estimating experience required on complex design and development projects.

**Minimum Education:** Bachelors degree in Computer Science, Mathematics, Engineering or related discipline or four (4) years relevant experience.

#### **C.) Principal Information Engineer**

**Minimum/Specialized Experience:** Seven (7) years experience of increasing complexity with the planning, organization, and control of Quality Procedures for complex Automated Information Systems (AIS) projects as well as experience with current and emerging technologies. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven understanding and application of government documentation standards. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

**Functional Responsibilities.** Provides test planning management, develops testing strategies, creates test plans, test scenarios, develops test programs, and T&E planning and test result documentation to ensure systems perform as required. Ability to determine and develop the resources required for quality control and maintains the level of quality throughout the software life cycle. Develops software quality assurance plans. Develops and maintains processes for evaluating software and associated documentation. Participates in formal and informal reviews at predetermined points throughout the development life cycle to determine quality. Examines and evaluates the quality assurance process and recommends enhancements and modifications. Has knowledge and/or experience in testing estimation, Testing maturity Model (TMM), Software Development Life Cycle (SDLC), Software Quality Assurance (SQA), Software Configuration Management (SCM) and automated testing tools. Also participates in test planning working groups and aids in the management of the overall T&E Program execution. Develops and reviews test documentation, and guides the testing program through verification planning, execution, and analysis of test results to insure User Requirements compliance.

**Minimum Education:** A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social

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sciences, mathematics or business/finance.

#### **D.) Advanced Technical Applications Developer**

**Minimum/Specialized Experience:** Five (5) years experience, of which at least three (3) years must be specialized. Specialized experience includes: experience as an applications programmer on data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

**Functional Responsibilities:** Individual will develop application code per the approved system and design requirements/concepts. Additionally, this individual performs unit and integration testing, troubleshoots production problems related to software applications, and debugs applications. Research, test, build, and coordinate the conversion and/or integration of new products based on customer requirements. Design and develop new software products or major enhancements to existing software. Analyze functional business applications and design specifications for functional activities. Assist the project leadership in resolving customer complaints concerns with an application and offer suggestions for improvements and enhancements. Enhance software to reduce operating time or improve efficiency.

**Minimum Education:** A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance.

#### **E.) Advanced Technical Senior Applications Developer (K)**

**Minimum/Specialized Experience:** Seven (7) years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific setting using a variety of information technology resources. Requires experience with current technologies and, where required for the task, emerging technologies. Must have managed or had significant involvement with complex or substantive information technology projects including one (1) year of experience in management and supervision.

**Functional Responsibilities:** Leads the development team or performs complex development functions in a development project. Formulates and defines system scope and objectives for assigned projects. Individually prepares detailed specifications for programs and is responsible for program design, coding, testing, debugging and documentation. Has full technical knowledge and responsibility of all phases of applications systems analysis and programming. During the development phase, this individual plans and directs the technical effort, assigning tasks to the development team, develops and/or approves overall designs and schedules for a development project, and takes responsibility for development of complex components within the application. Also, the Software Development Lead directs the development team in the integration and deployment effort of the final product. Understands the business or function for which application is designed. Duties also include instructing, directing and checking the work of other systems analysts and programming personnel. Responsible for quality assurance reviews, for directing and monitoring the work of team members, conducts reviews of the system under development and performs reviews of application code and structure.

**Minimum Education:** A Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline.

#### **F.) Senior Configuration/Requirements Analyst (Subject Matter Expert LVL I) (K)**

**Minimum/Specialized Experience:** Three (3) years progressive experience in systems analysis, design, programming and testing. Individual has extensive experience with establishing and maintaining a software configuration management (SCM) process. Individual must identify the functional and physical attributes of software at various points in time, and perform systematic control of changes to the identified attributes for the purpose of maintaining software integrity and traceability throughout the software development life cycle.

**Functional Responsibilities:** Utilizing detailed system requirement specifications, designs and develops applications. Responsible for program design, coding, testing, debugging and documentation. May be responsible for multiple phases of a project, evaluates user requests for new or modified programs to determine feasibility, cost and time requirements, prepares program documentation and user materials. Provides configuration management planning and responsible for effectively tracking, logging, categorizing, and maintaining changes made against the accepted project standards. Develops, distributes, and tracks all change packages resulting from approved customer

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Configuration Management action. Provides daily support and direction to staff as to change status requirements, deadlines, and problems. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Develops complete specifications to enable computer programmers to prepare required programs; analyzes subject-matter operations to be automated; specifies number and types of records, files, and documents to be used and outputs to be produced; prepares work diagrams and data flow charts. Coordinates tests of the system and participates in trial runs of new and revised systems; and recommends computer equipment changes to obtain more effective operations.

Minimum Education: Bachelors degree in Computer Science, Mathematics, Engineering or related discipline or four (4) years relevant experience.

#### **G.) Senior Interdisciplinary Engineer**

Minimum/Specialized Experience: Five (5) years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific settings using a variety of information technology resources. Requires experience with current technologies and, where required for the task, emerging technologies. Must have managed or had significant involvement with complex or substantive information technology projects including one (1) year of experience demonstrating management and supervision capabilities.

Functional Responsibilities: Formulate and define specifications for operating system applications or modifies and maintains existing applications using engineering releases and utilities from the manufacturer. Must be able to develop, manage, maintain, and evaluate state-of-the art computer hardware, software, and software development tools; evaluate their ability to support specific requirements and interface with other equipment and systems; and make recommendations for system improvements. Responsible for applications dealing with the overall operating system, such as sophisticated file maintenance routines, large telecommunications/ communications networks, computer accounting and advanced mathematical/scientific software packages. Instruct, direct, and check the work of other task personnel. Must be capable of analyzing information technology requirements and evaluate IT system problems of workflow, organization, planning to develop corrective actions. Responsible for quality assurance review and the evaluation of existing and new software products.

Minimum Education: A Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline.

#### **H.) Senior INFOSEC Engineer**

Minimum/Specialized Experience: This position requires a minimum of eight (8) years of experience. At least five (5) years of experience in defining security programs or processes for the protection of sensitive or classified information.

Functional Responsibility Analyzes and defines security requirements for information protection. Defines and develops security policies. Analyzes the sensitivity of information, performs vulnerability and risk assessments on the basis of defined sensitivity and information flow.

Minimum Education: Bachelors degree in Computer Science, Mathematics, Engineering or related discipline or four (4) years relevant experience.

#### **I.) Senior Network Security Analyst**

Minimum/Specialized Experience: This position requires a minimum of eight (8) years of experience. At least five (5) years of experience in defining network security requirements for local and wide area networks, evaluation of approved network security product capabilities, configuring standard communications protocols, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

Functional Responsibility: Analyzes and defines security requirements for local and wide area networks. Designs, develops, engineers, and implements solutions that meet network security requirements. Individual is responsible for integration and implementation of a network security solution. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle.

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Minimum Education: Bachelors degree in Computer Science, Mathematics, Engineering or related discipline or four (4) years relevant experience.

**J.) Project Manager (K)**

Minimum/Specialized Experience: Six (6) years demonstrated performance or experience. Experience includes increasing responsibilities in information systems design and management. This individual possesses a functional understanding of the Microsoft .NET development platform, and/ or the Java development platform.

Functional Responsibilities. Serves as project manager for a large, complex IT software development and shall assist the Program Manager in working with the ordering activity Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific deliverables and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Responsible for the daily management of the project, and is involved in all phases of an application's development, from planning to final deployment. This individual is the designated liaison with the Government Contracting Officer, a contract level Contracting Officer's Representative, and/or an Agency's assigned representative. During the planning phase of a project, the Project Manager works with the customer to gather requirements for an application, and manages the development of the application. During the development phase, the Project Manager is responsible for assigning development tasks to the development team. Also, the Project Manager is responsible for managing and participating in the testing and debugging process. During the development process, the Project Manager addresses any concerns the customer may have, and coordinates all communication between the customers. This individual also manages the development of all documentation and technical reports pertaining to a project, and reporting on the project to the customer and senior staff.

Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance.

**K.) Program Manager (K)**

Minimum/Specialized Experience: Ten (10) years of intensive and progressive IT experience demonstrating the required proficiency levels related to IT systems management experience. Years of intensive and progressive experience must be related to specific task requirements as well as demonstrating the required proficiency levels related management of the specific task requirements.

Functional Responsibilities. Responsible for and leads team on large complex projects. Translates customer requirements into formal agreements and plans to culminate in customer acceptance or results. Possesses expert knowledge of business processes. Responsible for performance, cost, scope, schedule, quality, and appropriate business measurements for the project. Has extensive professional knowledge of market segment/industry /technology/discipline trends. Works with customer to identify business requirements and develops the proposal. Subsequently leads a team in the initiating, planning, controlling, executing, and closing tasks of a project (or segment of a project) to produce the solution deliverable. Applies this understanding to complex problems to meet project objectives. As appropriate, challenges the validity of given procedures and processes with a view toward enhancement or improvement. Analyzes information and situations and implements actions independently and or through the management team, to ensure project objectives are met. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools and solution components. Possesses significant breadth of knowledge in business matters, finance, planning, and forecasting and personnel in order to manage team and business processes.

Minimum Education: Bachelor's degree from an accredited college or university which provides substantial knowledge of the information sciences or with a curriculum or major field of study which provides substantial knowledge useful in managing the work specified by the task order(s). Such degrees might be, but should not be limited to, the disciplines of computer science, information systems, physical science, engineering, or a mathematics-intensive discipline or business.

**L.) Senior Training Specialist/Instructor**

Minimum/Specialized Experience: Must have six (6) years of experience in information system development, training, or related fields. At least three (3) years of experience in developing and providing IT and end user training

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on computer hardware and application software

**Functional Responsibility:** Must be able to conduct research necessary to develop and revise training courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Provides daily supervision of, and direction to, staff. This labor category is offered only in support of an IT effort.

**Minimum Education:** B.A. or B.S. degree. Bachelors degree in Computer Science, Mathematics, Engineering or related discipline or four (4) years relevant experience.

#### **M.) Senior Computer System Analyst**

**Minimum/Specialized Experience:** Must have eight (8) years of computer experience working independently or under general direction on complex application problems involving all phases of system analysis. At least five (5) years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems, to include experience in database management systems (DBMS), and use of programming languages. Require knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs.

**Functional Responsibility:** Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and progress in accordance with schedules. Individual must be able to coordinate with the Program Manager to ensure solutions problems and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports, deliveries and presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

**Minimum Education:** Bachelors degree in Computer Science, Mathematics, Engineering or related discipline or four (4) years relevant experience.

Key personnel proposed must have the requisite operational knowledge of the required experience and skills, and be able to provide technical report development to complete the PWS tasks.

Resumes and letters of intent are not included in the page count.

<b>Position</b>	<b>Minimum Security Clearance</b>	<b>Resume Required</b>
<b>Senior Systems Design Architect</b>	<b>TS</b>	<b>No</b>
<b>Systems Design Architect</b>	<b>Minimum Secret – TS Preferred</b>	<b>No</b>
<b>Principal Information Engineer</b>	<b>Minimum Secret – TS Preferred</b>	<b>No</b>
<b>Advanced Technical Applications Developer</b>	<b>Minimum Secret – TS Preferred</b>	<b>No</b>
<b>Advanced Technical Sr. Applications Developer</b>	<b>TS</b>	<b>Yes</b>
<b>Senior Configuration/Requirements Analyst (Subject Matter Expert Level I)</b>	<b>TS</b>	<b>Yes</b>
<b>Senior Interdisciplinary Engineer</b>	<b>Minimum Secret – TS Preferred</b>	<b>No</b>
<b>Senior INFOSEC Engineer</b>	<b>TS</b>	<b>No</b>

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<b>Senior Network Security Analyst</b>	<b>TS</b>	<b>No</b>
<b>Project Manager</b>	<b>TS</b>	<b>Yes</b>
<b>Program Manager</b>	<b>TS</b>	<b>Yes</b>
<b>Senior Training Specialist/Instructor</b>	<b>Minimum Secret – TS Preferred</b>	<b>No</b>
<b>Senior Computer System Analyst</b>	<b>Minimum Secret – TS Preferred</b>	<b>No</b>

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## **SECTION D PACKAGING AND MARKING**

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

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## **SECTION E INSPECTION AND ACCEPTANCE**

Inspection and acceptance at destination.

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## SECTION F DELIVERABLES OR PERFORMANCE

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

4000	9/25/2009 - 9/24/2010
4001	9/25/2010 - 8/31/2011
4002	9/1/2011 - 8/31/2012
4003	9/1/2012 - 8/31/2013
4004	9/1/2013 - 8/31/2014
6000	9/25/2009 - 9/24/2010
6001	9/25/2010 - 8/31/2011
6002	9/1/2011 - 8/31/2012
6003	9/1/2012 - 8/31/2013
6004	9/1/2013 - 8/31/2014
6005	9/25/2009 - 9/24/2010
6006	9/25/2010 - 8/31/2011
6007	9/1/2011 - 8/31/2012
6008	9/1/2012 - 8/31/2013
6009	9/1/2013 - 8/31/2014
6010	9/25/2009 - 9/24/2010

### CLIN - DELIVERIES OR PERFORMANCE

Services to be performed hereunder will be provided in the Washington D.C. metro area. Additionally, the areas for potential on-site support are the Pentagon (JS) and PACOM HQ.

The estimated period of performance for this requirement, including all options is five (5) years is as follows:

CLIN 4000 - September 25, 2009 through September 24, 2010  
CLIN 4001 - September 25, 2010 through August 31, 2011  
CLIN 4002 - September 01, 2011 through August 31, 2012  
CLIN 4003 - September 01, 2012 through August 31, 2013  
CLIN 4004 - September 01, 2013 through August 31, 2014

CLIN 6000 - September 25, 2009 through September 24, 2010  
CLIN 6001 - September 25, 2010 through August 31, 2011  
CLIN 6002 - September 01, 2011 through August 31, 2012  
CLIN 6003 - September 01, 2012 through August 31, 2013  
CLIN 6004 - September 01, 2013 through August 31, 2014

CLIN 6005 - September 25, 2009 through September 24, 2010  
CLIN 6006 - September 25, 2010 through August 31, 2011  
CLIN 6007 - September 01, 2011 through August 31, 2012  
CLIN 6008 - September 01, 2012 through August 31, 2013  
CLIN 6009 - September 01, 2013 through August 31, 2014

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## SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager  
 Gregg Martin  
 Deputy Director Joint Staff J7  
 116 Lakeview Parkway  
 Suffolk, VA 23435757-203-7446  
[gregg.w.martin.civ@mail.mil](mailto:gregg.w.martin.civ@mail.mil)

### IHD 76 - INDIAN HEAD DIVISION, NAVAL SEA SYSTEMS COMMAND, HOURS OF OPERATION AND HOLIDAY SCHEDULE (NAVSEA/IHD) FEB 2000

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 Contracting 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. Scheduled holidays for Indian Head Division, Naval Sea Systems Command are:

<b><u>HOLIDAY</u></b>	<b><u>DATE OF OBSERVANCE</u></b>
New Year's Day	01 January
Martin Luther King's Birthday	19 January
President's Day	16 February
Memorial Day	last Monday in May
Independence Day	04 July
Labor Day	first Monday in September
Columbus Day	12 October
Veteran's Day	11 November
Thanksgiving Day	last Thursday in November
Christmas Day	25 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 Contracts Division and Receiving Branch are as follows:

<b><u>AREA</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
Contracts Division (BLDG. 1558)	7:30 A.M.	4:00 P.M.
Receiving Branch (BLDG. 116)	7:30 A.M.	11:00 A.M.
	12:30 P.M.	2:00 P.M.

If you intend to visit the Contracts Division, 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 information, facilities, property, equipment, and services listed in Part 3 of the Performance Work Statement, for use in the performance of this task order.

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## IHD 77 ALT I – CPFF WAWF INVOICE INSTRUCTIONS (NSWCIHD) (DEC 2008)

(a) In accordance with the clause of this contract entitled “Electronic Submission of Payments Requests and Receiving Reports” (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.

(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 payment request routing is provided for completion of the document in WAWF:

Look at the bottom of the first page of your contract or order (basic, not modification) to find the form number, and then use the chart below that corresponds to your contract type (i.e., firm fixed price or cost plus fixed fee). This chart is a guide to finding information necessary for creating a payment request. In most cases, the chart points to a block number on a contract form or a particular section within the contract. In the WAWF system only use the DoDAAC ext. field if specifically directed, otherwise leave blank.

Use Cost Vouchers for Cost Plus Fixed Fee Contracts/Orders	
	Below Fields Are To Be Completed By The Buyer
<b>Contract Number</b>	N00178-04-D-4024
<b>Delivery Order</b>	FG08
<b>CAGE Code/Ext.</b>	17038
<b>Pay DoDAAC</b>	HQ0338
<b>Issue date</b>	DD1155, Block 3
<b>IssueBy DoDAAC</b>	N00174
<b>Admin DoDAAC</b>	S2404A
<b>DCAA Auditor DoDAAC/Ext.</b>	HAA47F
<b>Service Approver/Ext.</b>	S2404A

(e) 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.

(f) 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 Notifications” and add the following email address(es):

Technical Representative: CDR Christopher Cizekm, [christopher.j.cizek.mil@mail.mil](mailto:christopher.j.cizek.mil@mail.mil)

This additional notification to the government is necessary to make the acceptor aware that the invoice has been submitted in WAWF. Without this notification, the government may be unable to process your submission in a timely manner, which will delay payment.

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(g) When shipping material, it is strongly recommended the contractor print a completed copy of the receiving report from WAWF and include this with the shipping paperwork. This assists receiving personnel with matching received material to your payment request, which can speed your payment.

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

(i) If you have any questions regarding WAWF, please contact Dan Twombly at 301-744-6613 or [daniel.twombly@navy.mil](mailto:daniel.twombly@navy.mil) or Chris Ireson at 301-744-6550 or [chris.ireson@navy.mil](mailto:chris.ireson@navy.mil).

## IHD 86 - SECURITY BADGES AND ON-SITE CONTRACTOR PERSONNEL (NAVSEA/IHD) FEB 2000

Security badges will be issued by the Government only to those contractor personnel who require access to the Indian Head Division, Naval Sea Systems Command in connection with work to be performed under this contract. Approval for such issuance may only be granted by the COTR, Ordering or Contracting Officer. The Contractor shall maintain a register of employees currently authorized access to the Indian Head Division, Naval Sea Systems Command. This does not include badges temporarily authorized for contractor visitors to Indian Head Division, Naval Sea Systems Command. Furthermore, the contractor shall maintain a current register of contractor personnel with full or part-time work or office space located on board the Naval Sea Systems Command. This register will be made available upon request of the Contracting Officer. The contractor shall follow station security procedures in this regard.

### Accounting Data

SLINID	PR Number	Amount
4000	N0017409PR1202	6377353.97
LLA :		
AA 9790100 1112 6773 P9071 2565 9JEA97 012195 DJAC91564		
Standard Number: H91269-9258-1564-000		
Requisition # 92674481		
6000	N0017409PR1202	114399.82
LLA :		
AA 9790100 1112 6773 P9071 2565 9JEA97 012195 DJAC91564		
Standard Number: H91269-9258-1564-000		
Requisition # 92674481		
Material \$112,263.71		
Adders \$2,136.11		
Total \$114,399.82		
6005	N0017409PR1202	20000.20
LLA :		
AA 9790100 1112 6773 P9071 2565 9JEA97 012195 DJAC91564		
Standard Number: H91269-9258-1564-000		
Requisition # 92674481		
Travel \$19,318.09		
Adders \$682.11		
Total \$20,000.20		

BASE Funding 6511753.99  
Cumulative Funding 6511753.99

### MOD 01

4000	N0017409PR1202	0.02
LLA :		
AA 9790100 1112 6773 P9071 2565 9JEA97 012195 DJAC91564		
Standard Number: H91269-9258-1564-000		
Requisition # 92674481		
6000	N0017409PR1202	0.18
LLA :		
AA 9790100 1112 6773 P9071 2565 9JEA97 012195 DJAC91564		
Standard Number: H91269-9258-1564-000		

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Requisition # 92674481  
Material \$112,263.71  
Adders \$2,136.11  
Total \$114,399.82

6005        N0017409PR1202                (0.20)  
LLA :  
AA 9790100 1112 6773 P9071 2565 9JEA97 012195 DJAC91564  
Standard Number: H91269-9258-1564-000  
Requisition # 92674481  
Travel \$19,318.09  
Adders \$682.11  
Total \$20,000.20

MOD 01 Funding 0.00  
Cumulative Funding 6511753.99

MOD 02 Funding 0.00  
Cumulative Funding 6511753.99

MOD 03 Funding 0.00  
Cumulative Funding 6511753.99

MOD 04

601001    N0017410PR1004                6304.00  
LLA :  
AB 9700100 66F1 253 00066 0 068892 2D PCE008 397920CEAA1Q  
Standard Number: N3979210MPCE008  
REQUISITION #01312411  
COCOM TRAVEL \$6,304.00

MOD 04 Funding 6304.00  
Cumulative Funding 6518057.99

MOD 05 Funding 0.00  
Cumulative Funding 6518057.99

MOD 06

400101    N00174-10-PR-1178                2980000.00  
LLA :  
AC 9700100.1112 6773 P0071 2565 9JEA97 012195 DJAC01302  
Standard Number: H9126901551302000 A#000  
Requisition # 01890368

400102    N00174-10-PR-1178                596000.00  
LLA :  
AD 9700100.1112 6773 P0071 2565 9JEA97 012195 DJAC01175  
Standard Number: H91269-0033-1175-000  
Requisition # 01890366

400103    N00174-10-PR-1178                1887200.00  
LLA :  
AE 9700100.1112 6773 P0071 2565 9JEA97 012195 DJAC01058  
Standard Number: H91269-9274-1058-000  
Requisition # 01890365

600101    N00174-10-PR-1178                112000.00  
LLA :  
AE 9700100.1112 6773 P0071 2565 9JEA97 012195 DJAC01058  
Standard Number: H91269-9274-1058-000  
Requisition # 01890365

600601    N00174-10-PR-1178                20000.00  
LLA :  
AC 9700100.1112 6773 P0071 2565 9JEA97 012195 DJAC01302  
Standard Number: H91269-0155-1302-000 A#000  
Requisition # 01890368

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600602 N00174-10-PR-1178 800.00  
 LLA :  
 AE 9700100.1112 6773 P0071 2565 9JEA97 012195 DJAC01058  
 Standard Number: H91269-9274-1058-000  
 Requisition # 01890365

MOD 06 Funding 5596000.00  
 Cumulative Funding 12114057.99

MOD 07

400104 N00174-10-PR-1740 1282744.00  
 LLA :  
 AF 9700100.1220 4775 00000 2565 9JAA97 012195 DJAC01361  
 Standard Number: H91269-0256-1361-000  
 REQUISITION #02703701

MOD 07 Funding 1282744.00  
 Cumulative Funding 13396801.99

MOD 08

600603 N0017411PR1062 2217.00  
 LLA :  
 AG 9710100 66F1 210 00066 0 068892 2D PJW070 397921CSSEAE 068892  
 Standard Number: N3979211MPJW070  
 Requisition #11094494  
 Funding in support of U.S. Joint Forces Command

600604 N0017411PR1062 5000.00  
 LLA :  
 AH 9710100 66F1 210 00066 0 068892 2D PCM012 397921CMAA1E 068892  
 Standard Number: N3979211MPCM012  
 Requisition #11296992  
 Funding in support of U.S. Joint Forces Command

MOD 08 Funding 7217.00  
 Cumulative Funding 13404018.99

MOD 09

600605 N00174-11-PR-1278 2094.00  
 LLA :  
 AJ 9710100 66F1 210 00066 0 068892 2D PJW083 397921 CSSEAE 068892  
 Standard Number: N3979211MPJW083  
 Requisition # 11735238  
 Funding in support of U.S. Joint Forces Command

MOD 09 Funding 2094.00  
 Cumulative Funding 13406112.99

MOD 10

400201 N00174-11-PR-1279 4509200.00  
 LLA :  
 AK 9710100.1112 6773 P0071 2565 9JEA97 012195 DJAC11153  
 Standard Number: H91269-1146-1153-000  
 REQUISITION # 1165-3790  
 FUNDING IN SUPPORT OF OPTION YEAR II LABOR

600201 N00174-11-PR-1279 100000.00  
 LLA :  
 AK 9710100.1112 6773 P0071 2565 9JEA97 012195 DJAC11153  
 Standard Number: H91269-1146-1153-000  
 REQUISITION # 11653790  
 FUNDING IN SUPPORT OF ODC - MATERIALS, SUPPLIES, MISCELLANEOUS

600701 N00174-11-PR-1279 20800.00

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LLA :  
AK 9710100.1112 6773 P0071 2565 9JEA97 012195 DJAC11153  
Standard Number: H91269-1146-1153-000  
REQUISITION # 11653790  
OPTION YEAR II - OTHER DIRECT COSTS (ODC) TRAVEL

MOD 10 Funding 4630000.00  
Cumulative Funding 18036112.99

MOD 11

400202 N00174-11-PR-1773 2000000.00  
LLA :  
AL 9710100.1112 6773 P0071 2565 9JEA97 012195 DJAC11192  
Standard Number: H91269-1257-1192-000  
REQUISITION #12621256

MOD 11 Funding 2000000.00  
Cumulative Funding 20036112.99

MOD 12

400301 1300296764 4055000.00  
LLA :  
AM 9720100.1112 6773 P0071 2565 9JEA97 012195 DJAC21448  
Standard Number: H91269-2199-1448-000  
Funding in support of Option Year III Labor  
Requisition # 1300296764  
  
600301 1300296764 100000.00  
LLA :  
AM 9720100.1112 6773 P0071 2565 9JEA97 012195 DJAC21448  
Standard Number: H91269-2199-1448-000  
FUNDING IN SUPPORT OF OPTION YEAR III - OTHER DIRECT COSTS (ODC) SUPPLIES,  
MATERIALS, MISCELLANEOUS DIRECT COSTS  
Requisition # 1300296764

600801 1300296764 20000.00  
LLA :  
AM 9720100.1112 6773 P0071 2565 9JEA97 012195 DJAC21448  
Standard Number: H91269-2199-1448-000  
Funding in Support of Option Year III ODC Travel  
Requisition # 1300296764

MOD 12 Funding 4175000.00  
Cumulative Funding 24211112.99

MOD 13

400302 1300308234 3330349.76  
LLA :  
AN 97 12 0100.1120 00000 00000 1417 251C S49447 DSAM21164  
Standard Number: DSAM21164  
Amount: \$3,330,349.76  
PR No: 1300308234  
MIPR No: DSAM21164  
Supports: WHS  
Applies to: CLIN 4003

600302 1300308234 134753.00  
LLA :  
AN 97 12 0100.1120 00000 00000 1417 251C S49447 DSAM21164  
Standard Number: DSAM21164  
Amount: \$134,753.00  
PR No: 1300308234  
MIPR No: DSAM21164  
Supports: WHS  
Applies to: CLIN 6003

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MOD 13 Funding 3465102.76  
Cumulative Funding 27676215.75

MOD 14

400401 1300370808 1402083.00  
LLA :  
AP 97130100.1112 6773 P0071 253C 9JEA97 012195 DJAC13A349  
Standard Number: H91269-3184-A349-000  
Requisition # 1300370808

600401 1300370808 2000.00  
LLA :  
AP 97130100.1112 6773 P0071 253C 9JEA97 012195 DJAC13A349  
Standard Number: H91269-3184-A349  
Requisition # 1300370808

600901 1300370808 40000.00  
LLA :  
AP 97130100.1112 6773 P0071 253C 9JEA97 012195 DJAC13A349  
Standard Number: H91269-3184-A349  
Requisition # 1300370808

MOD 14 Funding 1444083.00  
Cumulative Funding 29120298.75

MOD 15 Funding 0.00  
Cumulative Funding 29120298.75

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## SECTION H SPECIAL CONTRACT REQUIREMENTS

### 5252.232-9104 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:

ITEM	ALLOTED TO COST	ALLOTED TO FIXED FEE	CPFF	EST. POP
4002			6,509,200.00	09/01/2011 - 08/31/2012
4004			1,402,083.00	09/01/2013 - 08/31/2014
6002			100,000.00	09/01/2011 - 08/31/2012
6004			2,000.00	09/01/2013 - 08/31/2014
6007			20,800.00	09/01/2011 - 08/31/2012
6008			20,000.00	09/01/2012 - 08/31/2013

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

(c) CLINs/SLINs 4000, 4001, 4003, 6000, 6001, 6003, 6005, 6006, 6009, 6010 are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable.

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

### 5252.237-9106 SUBSTITUTION OF PERSONNEL (SEP 1990)

(a) The Contractor agrees that a partial basis for award of this contract is the list of key personnel proposed. Accordingly, the Contractor agrees to assign to this contract those key persons whose resumes were submitted with the proposal necessary to fulfill the requirements of the contract. No substitution shall be made without prior notification to and concurrence of the Contracting Officer in accordance with this requirement.

(b) All proposed substitutes shall have qualifications equal to or higher than the qualifications of the person to be replaced. The Contracting Officer shall be notified in writing of any proposed substitution at least forty-five (45) days, or ninety (90) days if a security clearance is to be obtained, in advance of the proposed substitution. Such notification shall include: (1) an explanation of the circumstances necessitating the substitution; (2) a complete resume of the proposed substitute; and (3) any other information requested by the Contracting Officer to enable him/her to judge whether or not the Contractor is maintaining the same high quality of personnel that provided the partial basis for award.

## TASK ORDER POINTS OF CONTACT

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The following contacts are provided for this contract:

Contract Administrator: Teresa M. Palumbo  
Phone Number: (301)744-6612  
Email: [teresa.palumbo@navy.mil](mailto:teresa.palumbo@navy.mil)

Payments/Invoicing: WAWF

Task Order Manager: Gregg Martin  
Phone Number: (757)-203-7446  
Email: [gregg.w.martin.civ@mail.mil](mailto:gregg.w.martin.civ@mail.mil)

Any concerns regarding your task order, should be directed to the above mentioned personnel, or the Ordering Officer Penny Kennedy at (301) 744-6626.

#### **5252.245-9108 GOVERNMENT-FURNISHED PROPERTY (PERFORMANCE) (SEP 1990)**

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 Technical Program Manager, via the cognizant Contract Administration Office, the Government will furnish the following for use in the performance of this contract:

- 1. Information:** The Government will provide access to appropriate government regulations, instruction, policies, presentations, software, best practices, and lessons-learned documentation required for performance of each individual TI. All government furnished information and government furnished software shall be returned to the Government upon completion of the task order. The Government will provide access to information processing assets as specified to perform the individual TIs issued under the task order. The Government will provide accounts on unclassified and classified automated information systems as deemed necessary for each individual TI completion.
- 2. Facilities:** The Government will furnish the necessary workspace, administrative equipment and support, communications equipment, and computer support for the contractor staff needed to provide the support outlined in each individual TI. This includes desk space, chair, cabinet space, telephones, computers, printers, FAX and copy machines, and other items necessary to maintain an office environment. The Government will provide access to non-secure and secure telephone systems, equipment and supplies necessary for production/reproduction of materials.
- 3. Utilities:** All utilities in the facility will be available for the contractor's use in performance of duties outlined in this PWS. The Contractor shall instruct employees in utilities conservation practices. The contractor shall be responsible for operating under conditions that preclude the waste of utilities.

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## SECTION I CONTRACT CLAUSES

The following clauses are incorporated into the subject task order:

Reference 52.222-41 Service Contract Act of 1965 (Nov 2007)

### **52.204-2 SECURITY REQUIREMENTS (AUG 1996)**

- (a) This clause applies to the extent that this contract involves access to information classified "Confidential," "Secret," or "Top Secret."
- (b) The Contractor shall comply with (1) the Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DOD 5220.22-M); and (2) any revisions to that manual, notice of which has been furnished to the Contractor.
- (c) If, subsequent to the date of this contract, the security classification or security requirements under this contract are changed by the Government and if the changes cause an increase or decrease in security costs or otherwise affect any other term or condition of this contract, the contract shall be subject to an equitable adjustment as if the changes were directed under the Changes clause of this contract.
- (d) The Contractor agrees to insert terms that conform substantially to the language of this clause, including this paragraph (d) but excluding any reference to the Changes clause of this contract, in all subcontracts under this contract that involve access to classified information.

(End of clause)

### **52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT**

- (a) The Government may extend the term of this contract by written notice to the Contractor within 365 days of award or exercise of previous 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 does 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 5 years.

### **52.222-2 PAYMENT FOR OVERTIME PREMIUMS (JUL 1990)**

- (a) The use of overtime is authorized under this contract if the overtime premium cost does not exceed        or the overtime premium is paid for work --
- (1) Necessary to cope with emergencies such as those resulting from accidents, natural disasters, breakdowns of production equipment, or occasional production bottlenecks of a sporadic nature;
  - (2) By indirect-labor employees such as those performing duties in connection with administration, protection, transportation, maintenance, standby plant protection, operation of utilities, or accounting;
  - (3) To perform tests, industrial processes, laboratory procedures, loading or unloading of transportation conveyances, and operations in flight or afloat that are continuous in nature and cannot reasonably be interrupted or completed otherwise; or
  - (4) That will result in lower overall costs to the Government.
- (b) Any request for estimated overtime premiums that exceeds the amount specified above shall include all estimated overtime for contract completion and shall--
- (1) Identify the work unit; e.g., department or section in which the requested overtime will be used, together with

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present workload, staffing, and other data of the affected unit sufficient to permit the Contracting Officer to evaluate the necessity for the overtime;

(2) Demonstrate the effect that denial of the request will have on the contract delivery or performance schedule;

(3) Identify the extent to which approval of overtime would affect the performance or payments in connection with other Government contracts, together with identification of each affected contract; and

(4) Provide reasons why the required work cannot be performed by using multishift operations or by employing additional personnel.

\* Insert either "zero" or the dollar amount agreed to during negotiations. The inserted figure does not apply to the exceptions in paragraph (a)(1) through (a)(4) of the clause.

(End of clause)

## **52.232-22 LIMITATION OF FUNDS (APR 1984)**

(a) The parties estimate that performance of this contract will not cost the Government more than (1) the estimated cost specified in the Schedule or, (2) if this is a cost-sharing contract, the Government's share of the estimated cost specified in the Schedule. The Contractor agrees to use its best efforts to perform the work specified in the Schedule and all obligations under this contract within the estimated cost, which, if this is a cost-sharing contract, includes both the Government's and the Contractor's share of the cost.

(b) The Schedule specifies the amount presently available for payment by the Government and allotted to this contract, the items covered, the Government's share of the cost if this is a cost-sharing contract, and the period of performance it is estimated the allotted amount will cover. The parties contemplate that the Government will allot additional funds incrementally to the contract up to the full estimated cost to the Government specified in the Schedule, exclusive of any fee. The Contractor agrees to perform, or have performed, work on the contract up to the point at which the total amount paid and payable by the Government under the contract approximates but does not exceed the total amount actually allotted by the Government to the contract.

(c) The Contractor shall notify the Contracting Officer in writing whenever it has reason to believe that the costs it expects to incur under this contract in the next 60 days, when added to all costs previously incurred, will exceed 75 percent of (1) the total amount so far allotted to the contract by the Government or, (2) if this is a cost-sharing contract, the amount then allotted to the contract by the Government plus the Contractor's corresponding share. The notice shall state the estimated amount of additional funds required to continue performance for the period specified in the Schedule.

(d) Sixty days before the end of the period specified in the Schedule, the Contractor shall notify the Contracting Officer in writing of the estimated amount of additional funds, if any, required to continue timely performance under the contract or for any further period specified in the Schedule or otherwise agreed upon, and when the funds will be required.

(e) If, after notification, additional funds are not allotted by the end of the period specified in the Schedule or another agreed-upon date, upon the Contractor's written request the Contracting Officer will terminate this contract on that date in accordance with the provisions of the Termination clause of this contract. If the Contractor estimates that the funds available will allow it to continue to discharge its obligations beyond that date, it may specify a later date in its request, and the Contracting Officer may terminate this contract on that later date.

(f) Except as required by other provisions of this contract, specifically citing and stated to be an exception to this clause-

(1) The Government is not obligated to reimburse the Contractor for costs incurred in excess of the total amount allotted by the Government to this contract; and

(2) The Contractor is not obligated to continue performance under this contract (including actions under the Termination clause of this contract) or otherwise incur costs in excess of (i) the amount then allotted to the contract by the Government or, (ii) if this is a cost-sharing contract, the amount then allotted by the Government to the contract plus the Contractor's corresponding share, until the Contracting Officer notifies the Contractor in writing

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that the amount allotted by the Government has been increased and specifies an increased amount, which shall then constitute the total amount allotted by the Government to this contract.

(g) The estimated cost shall be increased to the extent that (1) the amount allotted by the Government or, (2) if this is a cost-sharing contract, the amount then allotted by the Government to the contract plus the Contractor's corresponding share, exceeds the estimated cost specified in the Schedule. If this is a cost-sharing contract, the increase shall be allocated in accordance with the formula specified in the Schedule.

(h) No notice, communication, or representation in any form other than that specified in subparagraph (f)(2) above, or from any person other than the Contracting Officer, shall affect the amount allotted by the Government to this contract. In the absence of the specified notice, the Government is not obligated to reimburse the Contractor for any costs in excess of the total amount allotted by the Government to this contract, whether incurred during the course of the contract or as a result of termination.

(i) When and to the extent that the amount allotted by the Government to the contract is increased, any costs the Contractor incurs before the increase that are in excess of (1) the amount previously allotted by the Government or, (2) if this is a cost-sharing contract, the amount previously allotted by the Government to the contract plus the Contractor's corresponding share, shall be allowable to the same extent as if incurred afterward, unless the Contracting Officer issues a termination or other notice and directs that the increase is solely to cover termination or other specified expenses.

(j) Change orders shall not be considered an authorization to exceed the amount allotted by the Government specified in the Schedule, unless they contain a statement increasing the amount allotted.

(k) Nothing in this clause shall affect the right of the Government to terminate this contract. If this contract is terminated, the Government and the Contractor shall negotiate an equitable distribution of all property produced or purchased under the contract, based upon the share of costs incurred by each.

(l) If the Government does not allot sufficient funds to allow completion of the work, the Contractor is entitled to a percentage of the fee specified in the Schedule equalling the percentage of completion of the work contemplated by this contract.

(End of clause)

#### **252.225-7003 REPORT OF INTENDED PERFORMANCE OUTSIDE THE UNITED STATES AND CANADA--SUBMISSION WITH OFFER (DEC 2006)**

(a) Definition. United States, as used in this provision, means the 50 States, the District of Columbia, and outlying areas.

(b) The offeror shall submit, with its offer, a report of intended performance outside the United States and Canada if--

(1) The offer exceeds \$11.5 million in value; and

(2) The offeror is aware that the offeror or a first-tier subcontractor intends to perform any part of the contract outside the United States and Canada that--

(i) Exceeds \$550,000 in value; and

(ii) Could be performed inside the United States or Canada.

(c) Information to be reported includes that for--

(1) Subcontracts;

(2) Purchases; and

(3) Intracompany transfers when transfers originate in a foreign location.

(d) The offeror shall submit the report using--

(1) DD Form 2139, Report of Contract Performance Outside the United States; or

(2) A computer-generated report that contains all information required by DD Form 2139.

(e) The offeror may obtain a copy of DD Form 2139 from the Contracting Officer or via the Internet at

<http://www.dtic mil/whs/directives/infomgt/forms/formsprogram.htm>.

(End of provision)

#### **252.225-7004 REPORT OF CONTRACT PERFORMANCE OUTSIDE THE UNITED STATES AND CANADA--SUBMISSION AFTER AWARD (MAY 2007)**

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- (a) Definition. United States, as used in this clause, means the 50 States, the District of Columbia, and outlying areas.
- (b) Reporting requirement. The Contractor shall submit a report in accordance with this clause, if the Contractor or a first-tier subcontractor will perform any part of this contract outside the United States and Canada that--
- (1) Exceeds \$550,000 in value; and
  - (2) Could be performed inside the United States or Canada.
- (c) Submission of reports. The Contractor--
- (1) Shall submit a report as soon as practical after the information is known;
  - (2) To the maximum extent practicable, shall submit a report regarding a first-tier subcontractor at least 30 days before award of the subcontract;
  - (3) Need not resubmit information submitted with its offer, unless the information changes;
  - (4) Shall submit all reports to the Contracting Officer; and
  - (5) Shall submit a copy of each report to: Deputy Director of Defense Procurement and Acquisition Policy (Contract Policy and International Contracting), OUSD(AT&L)DPAP(CPIC), Washington, DC 20301-3060.
- (d) Report format. The Contractor--
- (1) Shall submit reports using--
    - (i) DD Form 2139, Report of Contract Performance Outside the United States; or
    - (ii) A computer-generated report that contains all information required by DD Form 2139; and
  - (2) May obtain copies of DD Form 2139 from the Contracting Officer or via the Internet at <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.

(End of clause)

**252.225-7006 QUARTERLY REPORTING OF ACTUAL CONTRACT PERFORMANCE OUTSIDE THE UNITED STATES (MAY 2007)**

- (a) Definition. United States, as used in this clause, means the 50 States, the District of Columbia, and outlying areas.
- (b) Reporting requirement. Except as provided in paragraph (c) of this clause, within 10 days after the end of each quarter of the Government's fiscal year, the Contractor shall report any subcontract, purchase, or intracompany transfer that--
- (1) Will be or has been performed outside the United States;
  - (2) Exceeds the simplified acquisition threshold in Part 2 of the Federal Acquisition Regulation; and
  - (3) Has not been identified in a report for a previous quarter.
- (c) Exception. Reporting under this clause is not required if--
- (1) A foreign place of performance is the principal place of performance of the contract; and
  - (2) The Contractor specified the foreign place of performance in its offer.
- (d) Submission of reports. The Contractor shall submit the reports required by this clause to: Deputy Director of Defense Procurement and Acquisition Policy (Contract Policy and International Contracting), OUSD(AT&L)DPAP(CPIC), Washington, DC 20301-3060.
- (e) Report format. The Contractor--
- (1) Shall submit reports using--
    - (i) DD Form 2139, Report of Contract Performance Outside the United States; or
    - (ii) A computer-generated report that contains all information required by DD Form 2139; and
  - (2) May obtain copies of DD Form 2139 from the Contracting Officer or via the Internet at <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.
- (f) Subcontracts. The Contractor--
- (1) Shall include the substance of this clause in all first-tier subcontracts exceeding \$550,000, except those for commercial items, construction, ores, natural gases, utilities, petroleum products and crudes, timber (logs), or subsistence;
  - (2) Shall provide the number of this contract to its subcontractors required to submit reports under this clause; and
  - (3) Shall require the subcontractor, with respect to performance of its subcontract, to comply with the requirements directed to the Contractor in paragraphs (b) through (e) of this clause.

(End of clause)

**252.225-7040 Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States (FEB 2013)**

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

“Combatant Commander” means the commander of a unified or specified combatant command established in accordance with 10 U.S.C. 161.

“Designated operational area” means a geographic area designated by the combatant commander or subordinate joint force commander for the conduct or support of specified military operations.

“Law of war” means that part of international law that regulates the conduct of armed hostilities. The law of war encompasses all international law for the conduct of hostilities binding on the United States or its individual citizens, including treaties and international agreements to which the United States is a party, and applicable customary international law.

“Subordinate joint force commander” means a sub-unified commander or joint task force commander.

(b) *General.*

(1) This clause applies when Contractor personnel are authorized to accompany U.S. Armed Forces deployed outside the United States in—

- (i) Contingency operations;
- (ii) Humanitarian or peacekeeping operations; or
- (iii) Other military operations or military exercises, when designated by the Combatant Commander.

(2) Contract performance in support of U.S. Armed Forces deployed outside the United States may require work in dangerous or austere conditions. Except as otherwise provided in the contract, the Contractor accepts the risks associated with required contract performance in such operations.

(3) Contractor personnel are civilians accompanying the U.S. Armed Forces.

(i) Except as provided in paragraph (b)(3)(ii) of this clause, Contractor personnel are only authorized to use deadly force in self-defense.

(ii) Contractor personnel performing security functions are also authorized to use deadly force when such force reasonably appears necessary to execute their security mission to protect assets/persons, consistent with the terms and conditions contained in their contract or with their job description and terms of employment.

(iii) Unless immune from host nation jurisdiction by virtue of an international agreement or international law, inappropriate use of force by contractor personnel authorized to accompany the U.S. Armed Forces can subject such personnel to United States or host nation prosecution and civil liability (see paragraphs (d) and (j)(3) of this clause).

(4) Service performed by Contractor personnel subject to this clause is not active duty or service under 38 U.S.C. 106 note.

(c) *Support.*

(1)(i) The Combatant Commander will develop a security plan for protection of Contractor personnel in locations where there is not sufficient or legitimate civil authority, when the Combatant Commander decides it is in the interests of the Government to provide security because—

- (A) The Contractor cannot obtain effective security services;
- (B) Effective security services are unavailable at a reasonable cost; or
- (C) Threat conditions necessitate security through military means.

(ii) The Contracting Officer shall include in the contract the level of protection to be provided to Contractor personnel.

(iii) In appropriate cases, the Combatant Commander may provide security through military means, commensurate with the level of security provided DoD civilians.

(2)(i) Generally, all Contractor personnel authorized to accompany the U.S. Armed Forces in the designated operational area are authorized to receive resuscitative care, stabilization, hospitalization at level III military treatment facilities, and assistance with patient movement in emergencies where loss of life, limb, or eyesight could occur. Hospitalization will be limited to stabilization and short-term medical treatment with an emphasis on return to duty or placement in the patient movement system.

(ii) When the Government provides medical treatment or transportation of Contractor personnel to a selected civilian facility, the Contractor shall ensure that the Government is reimbursed for any costs associated with such treatment or transportation.

(iii) Medical or dental care beyond this standard is not authorized unless specified elsewhere in this contract.

(3) Unless specified elsewhere in this contract, the Contractor is responsible for all other support required for its personnel engaged in the designated operational area under this contract.

(4) Contractor personnel must have a Synchronized Predeployment and Operational Tracker (SPOT)-generated letter of authorization signed by the Contracting Officer in order to process through a deployment center or to travel to, from, or within the designated operational area. The letter of authorization also will identify any additional authorizations,

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privileges, or Government support that Contractor personnel are entitled to under this contract.

(d) *Compliance with laws and regulations.*

(1) The Contractor shall comply with, and shall ensure that its personnel authorized to accompany U.S. Armed Forces deployed outside the United States as specified in paragraph (b)(1) of this clause are familiar with and comply with, all applicable—

- (i) United States, host country, and third country national laws;
- (ii) Provisions of the law of war, as well as any other applicable treaties and international agreements;
- (iii) United States regulations, directives, instructions, policies, and procedures; and
- (iv) Orders, directives, and instructions issued by the Combatant Commander, including those relating to force protection, security, health, safety, or relations and interaction with local nationals.

(2) The Contractor shall institute and implement an effective program to prevent violations of the law of war by its employees and subcontractors, including law of war training in accordance with paragraph (e)(1)(vii) of this clause.

(3) The Contractor shall ensure that contractor employees accompanying U.S. Armed Forces are aware—

- (i) Of the DoD definition of “sexual assault” in DoDD 6495.01, Sexual Assault Prevention and Response Program;
- (ii) That the offenses addressed by the definition are covered under the Uniform Code of Military Justice (see paragraph (e)(2)(iv) of this clause). Other sexual misconduct may constitute offenses under the Uniform Code of Military Justice, Federal law, such as the Military Extraterritorial Jurisdiction Act, or host nation laws; and
- (iii) That the offenses not covered by the Uniform Code of Military Justice may nevertheless have consequences to the contractor employees (see paragraph (h)(1) of this clause).

(4) The Contractor shall report to the appropriate investigative authorities, identified in paragraph (d)(6) of this clause, any alleged offenses under—

- (i) The Uniform Code of Military Justice (chapter 47 of title 10, United States Code) (applicable to contractors serving with or accompanying an armed force in the field during a declared war or contingency operations); or
- (ii) The Military Extraterritorial Jurisdiction Act (chapter 212 of title 18, United States Code).

(5) The Contractor shall provide to all contractor personnel who will perform work on a contract in the deployed area, before beginning such work, information on the following:

- (i) How and where to report an alleged crime described in paragraph (d)(4) of this clause.
- (ii) Where to seek victim and witness protection and assistance available to contractor personnel in connection with an alleged offense described in paragraph (d)(4) of this clause.

(6) The appropriate investigative authorities to which suspected crimes shall be reported include the following—

- (i) US Army Criminal Investigation Command at <http://www.cid.army.mil/reportacrime.html>;
- (ii) Air Force Office of Special Investigations at <http://www.osi.andrews.af.mil/library/factsheets/factsheet.asp?id=14522>;
- (iii) Navy Criminal Investigative Service at <http://www.ncis.navy.mil/Pages/publicdefault.aspx>;
- (iv) Defense Criminal Investigative Service at <http://www.dodig.mil/HOTLINE/index.html>;
- (v) To any command of any supported military element or the command of any base.

(7) Personnel seeking whistleblower protection from reprisals for reporting criminal acts shall seek guidance through the DoD Inspector General hotline at 800-424-9098 or [www.dodig.mil/HOTLINE/index.html](http://www.dodig.mil/HOTLINE/index.html). Personnel seeking other forms of victim or witness protections should contact the nearest military law enforcement office.

(e) *Pre-deployment requirements.*

(1) The Contractor shall ensure that the following requirements are met prior to deploying personnel authorized to accompany U.S. Armed Forces. Specific requirements for each category may be specified in the statement of work or elsewhere in the contract.

- (i) All required security and background checks are complete and acceptable.
- (ii) All deploying personnel meet the minimum medical screening requirements and have received all required immunizations as specified in the contract. The Government will provide, at no cost to the Contractor, any theater-specific immunizations and/or medications not available to the general public.
- (iii) Deploying personnel have all necessary passports, visas, and other documents required to enter and exit a designated operational area and have a Geneva Conventions identification card, or other appropriate DoD identity credential, from the deployment center. Any Common Access Card issued to deploying personnel shall contain the access permissions allowed by the letter of authorization issued in accordance with paragraph (c)(4) of this clause.
- (iv) Special area, country, and theater clearance is obtained for personnel. Clearance requirements are in DoD Directive 4500.54, Official Temporary Duty Abroad, and DoD 4500.54-G, DoD Foreign Clearance Guide. Contractor personnel are considered non-DoD personnel traveling under DoD sponsorship.

(v) All personnel have received personal security training. At a minimum, the training shall—

- (A) Cover safety and security issues facing employees overseas;

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(B) Identify safety and security contingency planning activities; and

(C) Identify ways to utilize safety and security personnel and other resources appropriately.

(vi) All personnel have received isolated personnel training, if specified in the contract, in accordance with DoD Instruction 1300.23, Isolated Personnel Training for DoD Civilian and Contractors.

(vii) Personnel have received law of war training as follows:

(A) Basic training is required for all Contractor personnel authorized to accompany U.S. Armed Forces deployed outside the United States. The basic training will be provided through—

(1) A military-run training center; or

(2) A web-based source, if specified in the contract or approved by the Contracting

Officer.

(B) Advanced training, commensurate with their duties and responsibilities, may be required for some Contractor personnel as specified in the contract.

(2) The Contractor shall notify all personnel who are not a host country national, or who are not ordinarily resident in the host country, that—

(i) Such employees, and dependents residing with such employees, who engage in conduct outside the United States that would constitute an offense punishable by imprisonment for more than one year if the conduct had been engaged in within the special maritime and territorial jurisdiction of the United States, may potentially be subject to the criminal jurisdiction of the United States in accordance with the Military Extraterritorial Jurisdiction Act of 2000 (18 U.S.C. 3621, *et seq.*);

(ii) Pursuant to the War Crimes Act (18 U.S.C. 2441), Federal criminal jurisdiction also extends to conduct that is determined to constitute a war crime when committed by a civilian national of the United States;

(iii) Other laws may provide for prosecution of U.S. nationals who commit offenses on the premises of U.S. diplomatic, consular, military or other U.S. Government missions outside the United States (18 U.S.C. 7(9)); and

(iv) In time of declared war or a contingency operation, Contractor personnel authorized to accompany U.S. Armed Forces in the field are subject to the jurisdiction of the Uniform Code of Military Justice under 10 U.S.C. 802(a)(10).

(f) *Processing and departure points.* Deployed Contractor personnel shall—

(1) Process through the deployment center designated in the contract, or as otherwise directed by the Contracting Officer, prior to deploying. The deployment center will conduct deployment processing to ensure visibility and accountability of Contractor personnel and to ensure that all deployment requirements are met, including the requirements specified in paragraph (e)(1) of this clause;

(2) Use the point of departure and transportation mode directed by the Contracting Officer; and

(3) Process through a Joint Reception Center (JRC) upon arrival at the deployed location. The JRC will validate personnel accountability, ensure that specific designated operational area entrance requirements are met, and brief Contractor personnel on theater-specific policies and procedures.

(g) *Personnel data.*

(1) The Contractor shall enter before deployment and maintain data for all Contractor personnel that are authorized to accompany U.S. Armed Forces deployed outside the United States as specified in paragraph (b)(1) of this clause. The Contractor shall use the Synchronized Predeployment and Operational Tracker (SPOT) web-based system, at <http://www.dod.mil/bta/products/spot.html>, to enter and maintain the data.

(2) The Contractor shall ensure that all employees in the database have a current DD Form 93, Record of Emergency Data Card, on file with both the Contractor and the designated Government official. The Contracting Officer will inform the Contractor of the Government official designated to receive this data card.

(h) *Contractor personnel.*

(1) The Contracting Officer may direct the Contractor, at its own expense, to remove and replace any Contractor personnel who jeopardize or interfere with mission accomplishment or who fail to comply with or violate applicable requirements of this contract. Such action may be taken at the Government's discretion without prejudice to its rights under any other provision of this contract, including the Termination for Default clause.

(2) The Contractor shall have a plan on file showing how the Contractor would replace employees who are unavailable for deployment or who need to be replaced during deployment. The Contractor shall keep this plan current and shall provide a copy to the Contracting Officer upon request. The plan shall—

(i) Identify all personnel who are subject to military mobilization;

(ii) Detail how the position would be filled if the individual were mobilized; and

(iii) Identify all personnel who occupy a position that the Contracting Officer has designated as mission essential.

(3) Contractor personnel shall report to the Combatant Commander or a designee, or through other channels such as the military police, a judge advocate, or an inspector general, any suspected or alleged conduct for which there is credible information that such conduct—

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(i) Constitutes violation of the law of war; or  
(ii) Occurred during any other military operations and would constitute a violation of the law of war if it occurred during an armed conflict.

(i) *Military clothing and protective equipment.*

(1) Contractor personnel are prohibited from wearing military clothing unless specifically authorized in writing by the Combatant Commander. If authorized to wear military clothing, Contractor personnel must—

(i) Wear distinctive patches, arm bands, nametags, or headgear, in order to be distinguishable from military personnel, consistent with force protection measures; and

(ii) Carry the written authorization with them at all times.

(2) Contractor personnel may wear military-unique organizational clothing and individual equipment (OCIE) required for safety and security, such as ballistic, nuclear, biological, or chemical protective equipment.

(3) The deployment center, or the Combatant Commander, shall issue OCIE and shall provide training, if necessary, to ensure the safety and security of Contractor personnel.

(4) The Contractor shall ensure that all issued OCIE is returned to the point of issue, unless otherwise directed by the Contracting Officer.

(j) *Weapons.*

(1) If the Contractor requests that its personnel performing in the designated operational area be authorized to carry weapons, the request shall be made through the Contracting Officer to the Combatant Commander, in accordance with DoD Instruction 3020.41, paragraph 6.3.4.1 or, if the contract is for security services, paragraph 6.3.5.3. The Combatant Commander will determine whether to authorize in-theater Contractor personnel to carry weapons and what weapons and ammunition will be allowed.

**252.225-7041 CORRESPONDENCE IN ENGLISH (JUNE 1997)**

The Contractor shall ensure that all contract correspondence that is addressed to the United States Government is submitted in English or with an English translation.

(End of clause)

**252.225-7042 AUTHORIZATION TO PERFORM (APR 2003)**

The offeror represents that it has been duly authorized to operate and to do business in the country or countries in which the contract is to be performed.

(End of clause)

**252.225-7043 ANTITERRORISM/FORCE PROTECTION POLICY FOR DEFENSE CONTRACTORS OUTSIDE THE UNITED STATES (MAR 2006)**

(a) Definition. United States, as used in this clause, means, the 50 States, the District of Columbia, and outlying areas.

(b) Except as provided in paragraph (c) of this clause, the Contractor and its subcontractors, if performing or traveling outside the United States under this contract, shall--

(1) Affiliate with the Overseas Security Advisory Council, if the Contractor or subcontractor is a U.S. entity;

(2) Ensure that Contractor and subcontractor personnel who are U.S. nationals and are in-country on a non-transitory basis, register with the U.S. Embassy, and that Contractor and subcontractor personnel who are third country nationals comply with any security related requirements of the Embassy of their nationality;

(3) Provide, to Contractor and subcontractor personnel, antiterrorism/force protection awareness information commensurate with that which the Department of Defense (DoD) provides to its military and civilian personnel and their families, to the extent such information can be made available prior to travel outside the United States; and

(4) Obtain and comply with the most current antiterrorism/force protection guidance for Contractor and subcontractor personnel.

(c) The requirements of this clause do not apply to any subcontractor that is--

(1) A foreign government;

(2) A representative of a foreign government; or

(3) A foreign corporation wholly owned by a foreign government.

(d) Information and guidance pertaining to DoD antiterrorism/force protection can be obtained from Naval Criminal Investigative Service (NCIS), Code 21; telephone, DSN 288-9077 or commercial (202) 433-9077.

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(End of clause)

**252.225-7994 Additional Access to Contractor and Subcontractor Records in the United States Central Command Theater of Operations**

**ADDITIONAL ACCESS TO CONTRACTOR AND SUBCONTRACTOR RECORDS IN THE UNITED STATES CENTRAL COMMAND THEATER OF OPERATIONS (DEVIATION 2012-O0005)(JAN 2012)**

(a) In addition to any other existing examination-of-records authority, the Department of Defense is authorized to examine any records of the Contractor to the extent necessary to ensure that funds available under this Contract are not—

(1) Subject to extortion or corruption; or

(2) Provided, directly or indirectly, to persons or entities that are actively supporting an insurgency or otherwise actively opposing United States or coalition forces in a contingency operation.

(b) The substance of this clause, including this paragraph (b), is required to be included in subcontracts under this Contract that have an estimated value over \$100,000.

(End of clause)

**SOFA CONTRACT CLAUSE**

Certain Contractor employees in Korea and Germany shall have Status of Forces Agreement (SOFA) status. Contractor employees in Germany are subject to Articles 72 and 73 Supplemental Agreement (SA) to the NATO SOFA, as a result of the SA special guidance and provisions for DoD Contractor Personnel performing in the Federal Republic of Germany is contained in Section I, L and J. DoD Contractor Personnel in Germany will only have SOFA status if they are working in a position that has been qualified and approved as an Analytical Support AS or Technical Expert TE position, and the individual has qualified for the status themselves (both the individual and the position must qualify). There are a few positions listed in Germany that are non-status positions they are noted on the price sheet as NS for non-status.

(a) Definitions. As used in this clause –

“U.S. -ROK Status of Forces Agreement” (SOFA) means the Mutual Defense Treaty between the Republic of Korea and the U.S. of America, Regarding Facilities and Areas and the Status of U.S. Armed Forces in the Republic of Korea, as amended

"Combatant Commander" means the commander of a unified or specified combatant command established in accordance with 10 U.S.C. 161. In Korea, the Combatant Commander is the Commander, United States Pacific Command.

"United States Forces Korea" (USFK) means the subordinate unified command through which US forces would be sent to the Combined Forces Command fighting components.

"Commander, United States Forces Korea" (COMUSK) means the commander of all U.S. forces present in Korea. In the Republic of Korea, COMUSK also serves as Commander, Combined Forces Command (CDR CFC) and Commander, United Nations Command (CDR UNC).

"USFK, Assistant Chief of Staff, Acquisition Management" (USFK/FKAQ) means the principal staff office to USFK for all acquisition matters and administrator of the U.S.-ROK SOFA as applied to US and Third Country Contractors under the Invited Contractor (IC) and Technical Representative (TR) Program (USFK Reg 700-19).

"Responsible Officer (RO)" means a senior DOD employee (such as a military E5 and above or civilian GS-7 and above), appointed by the USFK Sponsoring Agency (SA), who is directly responsible for determining and administering appropriate logistics support for IC/TRs during contract performance in the ROK.

(b) IC or TR status under the SOFA is subject to the written approval of USFK, Assistant Chief of Staff, Acquisition Management (FKAQ), Unit #15237, APO AP 96205-5237.

(c) The contracting officer will coordinate with HQ USFK/FKAQ, IAW FAR 25.8 and USFK Reg 700-19. FKAQ will determine the appropriate Contractor status under the SOFA and notify the contracting officer of that

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determination.

(d) Subject to the above determination, the Contractor, including its employees and lawful dependents, may be accorded such privileges and exemptions under conditions and limitations as specified in the SOFA and USFK Reg 700-19. These privileges and exemptions may be furnished during the performance period of the contract, subject to their availability and continued SOFA status. Logistics support privileges are provided on an as-available basis to properly authorized individuals. Some logistics support may be issued as Government Furnished Property or transferred on a reimbursable basis.

(e) The Contractor warrants and shall ensure that collectively, and individually, its officials and employees performing under this contract will not perform any contract, service, or other business activity in the ROK, except under U.S. Government contracts and that performance is IAW the SOFA.

(f) The Contractor's direct employment of any Korean-National labor for performance of this contract shall be governed by ROK labor law and USFK regulation(s) pertaining to the direct employment and personnel administration of Korean National personnel.

(g) The authorities of the ROK have the right to exercise jurisdiction over invited Contractors and technical representatives, including Contractor officials, employees and their dependents, for offenses committed in the ROK and punishable by the laws of the ROK. In recognition of the role of such persons in the defense of the ROK, they will be subject to the provisions of Article XXII, SOFA, related Agreed Minutes and Understandings. In those cases in which the authorities of the ROK decide not to exercise jurisdiction, they shall notify the U.S. military authorities as soon as possible. Upon such notification, the military authorities will have the right to exercise jurisdiction as is conferred by the laws of the U.S.

(h) Invited Contractors and technical representatives agree to cooperate fully with the USFK Sponsoring Agency (SA) and Responsible Officer (RO) on all matters pertaining to logistics support and theater training requirements. Contractors will provide the assigned SA prompt and accurate reports of changes in employee status as required by USFK Reg 700-19.

(i) Theater Specific Training. Training Requirements for IC/TR personnel shall be conducted in accordance with USFK Reg 350-2 Theater Specific Required Training for all Arriving Personnel and Units Assigned to, Rotating to, or in Temporary Duty Status to USFK. IC/TR personnel shall comply with requirements of USFK Reg 350-2.

(j) Except for Contractor air crews flying Air Mobility Command missions, all U.S. Contractors performing work on USAF classified contracts will report to the nearest Security Forces Information Security Section for the geographical area where the contract is to be performed to receive information concerning local security requirements.

(k) Invited Contractor and Technical Representative status may be withdrawn by USFKJFKAQ upon: (1) Completion or termination of the contract.

(2) Determination that the Contractor or its employees are engaged in business activities in the ROK other than those pertaining to U.S. armed forces.

(3) Determination that the Contractor or its employees are engaged in practices in contravention to Korean law or USFK regulations.

(l) It is agreed that the withdrawal of invited Contractor or technical representative status, or the withdrawal of, or failure to provide any of the privileges associated therewith by the U.S. and USFK, shall not constitute grounds for excusable delay by the Contractor in the performance of the contract and will not justify or excuse the Contractor defaulting in the performance of this contract. Furthermore, it is agreed that withdrawal of SOFA status for reasons outlined in USFK Reg 700-19, Section II, paragraph 6 shall not serve as a basis for the Contractor filing any claims against the U.S. or USFK. Under no circumstance shall the withdrawal of SOFA Status or privileges be considered or construed as a breach of contract by the U.S. Government.

(m) Support.

(1) Unless the terms and conditions of this contract place the responsibility with another party, the COMUSK will develop a security plan to provide protection, through military means, of Contractor personnel engaged in the theater

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of operations when sufficient or legitimate civilian authority does not exist.

(2)(i) All Contractor personnel engaged in the theater of operations are authorized resuscitative care, stabilization, hospitalization at level III military treatment facilities, and assistance with patient movement in emergencies where loss of life, limb, or eyesight could occur. Hospitalization will be limited to stabilization and short-term medical treatment with an emphasis on return to duty or placement in the patient movement system.

(ii) When the Government provides medical or emergency dental treatment or transportation of Contractor personnel to a selected civilian facility, the Contractor shall ensure that the Government is reimbursed for any costs associated with such treatment or transportation.

(iii) Medical or dental care beyond this standard is not authorized unless specified elsewhere in this contract.

(3) Unless specified elsewhere in this contract, the Contractor is responsible for all other support required for its personnel engaged in the theater of operations under this contract.

(n) Compliance with laws and regulations. The Contractor shall comply with, and shall ensure that its personnel supporting U.S Armed Forces in the Republic of Korea as specified in paragraph (b)(I) of this clause are familiar with and comply with, all applicable –

(1) United States, host country, and third country national laws;

(2) Treaties and international agreements;

(3) United States regulations, directives, instructions, policies, and procedures; and

(4) Orders, directives, and instructions issued by the COMUSK relating to force protection, security, health, safety, or relations and interaction with local nationals. Included in this list are force protection advisories, health advisories, area (i.e. "off-limits"), prostitution and human trafficking and curfew restrictions.

(o) Vehicle or equipment licenses. IAW USFK Regulation 190-1, Contractor personnel shall possess the required licenses to operate all vehicles or equipment necessary to perform the contract in the theater of operations. All Contractor employees/dependents must have either a Korean driver's license or a valid international driver's license to legally drive on Korean roads, and must have a USFK driver's license to legally drive on USFK installations. Contractor employees/dependents will first obtain a Korean driver's license or a valid international driver's license then obtain a USFK driver's license.

(p) Evacuation.

(1) If the COMUSK orders a non-mandatory or mandatory evacuation of some or all personnel, the Government will provide assistance, to the extent available, to United States and third country national Contractor personnel.

(2) Non-combatant Evacuation Operations (NEO).

(i) The Contractor shall designate a representative to provide Contractor personnel and dependents information to the servicing NEO warden as required by direction of the Responsible Officer.

(ii) If contract period of performance in the Republic of Korea is greater than six months, non emergency essential Contractor personnel and all IC/TR dependents shall participate in at least one USFK sponsored NEO exercise per year.

(q) Next of kin notification and personnel recovery.

(1) The Contractor shall be responsible for notification of the employee-designated next of kin in the event an employee dies, requires evacuation due to an injury, or is missing, captured, or abducted.

(2) In the case of missing, captured, or abducted Contractor personnel, the Government will assist in personnel recovery actions in accordance with DOD Directive 2310.2, Personnel Recovery.

(3) ICrrR personnel shall accomplish Personnel Recovery/Survival, Evasion, Resistance and Escape (PR/SERE) training in accordance with USFK Reg 525-40, Personnel Recovery Procedures and USFK Reg 350-2 Theater

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Specific Required Training for all Arriving Personnel and Units Assigned to, Rotating to, or in Temporary Duty Status to USFK.

(r) Mortuary affairs. Mortuary affairs for Contractor personnel who die while providing support in the theater of operations to U.S. Armed Forces will be handled in accordance with DOD Directive 1300.22, Mortuary Affairs Policy and Army Regulation 638-2, Care and Disposition of Remains and Disposition of Personal Effects.

(s) USFK Responsible Officer (RO). The USFK appointed RO will ensure all ICrrR personnel complete all applicable training as outlined in this clause.

(End of Clause)

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## **SECTION J LIST OF ATTACHMENTS**

ATTACHMENT A - DD254, revised, dated 07/05/2013

ATTACHMENT B - TASK ORDER ADMIN PLAN

ATTACHMENT C - QUALITY ASSURANCE SURVEILLANCE PLAN

ATTACHMENT D - JTIMS POA&M

ATTACHMENT E - JTIMS CAPABILITY DESIGN DOCUMENT

ATTACHMENT F - JTIMS CONFIGURATION MANAGEMENT PLAN

ATTACHMENT G - JOINT TRAINING POLICY & GUIDANCE CJCSI 3500.01E

ATTACHMENT H - PROGRAM MANAGEMENT PLAN

ATTACHMENT I - STRATEGIC PLAN FOR TRANSFORMING DOD TRAINING

ATTACHMENT J - BAH APPROVED SUBCONTRACTING PLAN