

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE U	PAGE OF PAGES 12	
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2. AMENDMENT/MODIFICATION NO. 01	3. EFFECTIVE DATE 24-Oct-2014	4. REQUISITION/PURCHASE REQ. NO. N3600114RC005FS	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY CODE	N00189	7. ADMINISTERED BY (If other than Item 6) CODE	S2404A

NAVSUP FLC Norfolk, Code 200
1968 Gilbert Street Ste 600
Norfolk VA 23511-3392
caitlin.king@navy.mil 757-443-1324

DCMA Manassas
14501 George Carter Way
Chantilly VA 20151

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-FK06
			10B. DATED (SEE ITEM 13) 29-Aug-2014
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 checked="" 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 type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return ___ 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) John W North, Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY /s/John W North (Signature of Contracting Officer)	16C. DATE SIGNED 24-Oct-2014
(Signature of person authorized to sign)			

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 revise the LOA as a number was excluded. Accordingly, said Task Order is modified as follows: 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:

8000 :

From: AA 171804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

To: AA 1741804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

8001 :

From: AA 171804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

To: AA 1741804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

9001 :

From: AA 171804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

To: AA 1741804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

The total amount of funds obligated to the task is hereby increased from \$918,497.00 by \$0.00 to \$918,497.00.

The total value of the order is hereby increased from \$918,497.00 by \$0.00 to \$918,497.00.

The Period of Performance of the following line items is hereby changed as follows:

CLIN/SLIN	From	To
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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
8000	R408	Transition (O&MN,N)	1.0	MO	\$19,480.00	\$19,480.00
8001	R408	Labor - Base Year(O&MN,N)	11.0	MO	\$79,119.00	\$870,309.00
8002	R408	Labor - Option Year 1 (O&MN,N)	12.0	MO	\$79,185.00	\$950,220.00
		Option				
8003	R408	Labor - Option Year 2 (O&MN,N)	12.0	MO	\$79,399.00	\$952,788.00
		Option				
8004	R408	Labor - Option Year 3 (O&MN,N)	12.0	MO	\$80,075.00	\$960,900.00
		Option				
8005	R408	Labor - Option Year 4 (O&MN,N)	12.0	MO	\$80,181.00	\$962,172.00
		Option				

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9001	R408	Travel - Base Year (O&MN,N)	1.0	LO	\$28,708.00
9002	R408	Travel - Option Year 1 (O&MN,N)	1.0	LO	\$29,282.00
		Option			
9003	R408	Travel - Option Year 2 (O&MN,N)	1.0	LO	\$29,868.00
		Option			
9004	R408	Travel - Option Year 3 (O&MN,N)	1.0	LO	\$30,465.00
		Option			
9005	R408	Travel - Option Year 4 (O&MN,N)	1.0	LO	\$31,074.00
		Option			

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance Work Statement Navy Warfare Training Plan (NWTP) Support Information Dominance Forces, Suffolk, Virginia

1.1 Scope

This Performance Work Statement (PWS) covers technical and management support services to the Information Dominance Forces (IDFOR) C5I Education and Training Readiness Directorate (N7). The scope of this PWS includes support services in the training, development, coordination, scheduling, execution, and life-cycle maintenance of Unit Level Navy Warfare Training Plan (NWTP) for Information Dominance Force shore activities, their deploying elements, and cyber mission force teams.

The contractor shall focus efforts on key tenets of a structured, process-focused, metrics-driven Navy capability-based enterprise approach to guide IDFOR through the strategic planning and execution of an integrated training program management approach.

The contractor shall be required to employ existing systems and processes whereby metrics can be utilized to provide visibility into current readiness while implementing a comprehensive program management approach that provides synchronization of N1, N4, and N7 efforts while addressing critical Type Commander training issues.

The contractor shall provide research and analysis expertise in developing a detailed, prioritized list of Unit Level Readiness Training, courses, and requirements to assist IDFOR, its shore activities and deploying elements, and cyber mission force teams to establish and develop processes and behaviors across the information dominance enterprise.

1.2 Background

The Information Dominance Forces Training Manual (IDFTM) (former Cyber Forces Training Manual) sets forth the requirements and procedures for Navy information dominance activities, their deploying elements, and cyber force mission teams to certify and sustain operational proficiency and readiness. Using a Training Pillar (T-Pillar) Figure of Merit (TFOM) generated by the Navy Training and Information Management System (NTIMS) and reported in the Defense Readiness Reporting System-Navy (DRRS-N), command training results can be used by activity commanders to identify training readiness strengths and weakness, and modify training programs, efforts, and resources to the specific needs of their activity. The IDFTM provides guidance to each activity for maintaining continuous readiness using prepare, plan, execute, and evaluate methodology. A fundamental goal of unit level training is that Command Readiness Training Teams (CRTTs) effectively self-evaluate training against the capability areas of Signals Intelligence (SIGINT), Electronic Warfare (EW), Information Operations Support to Operational Planning (IO PLANS), Intelligence (INTEL), Computer Network Defense (CND), Computer Network Offense (CNO), Information Transport (INFTSP), Enterprise Services (ENTSVS), Information Assurance (IA), Network Management (NETMGT), and Meteorological and

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Oceanography (METOC), as assigned.

The goal of all training is to certify and sustain mission capable units. Mission-focused training is a concept that refers to training whose requirements are derived from operational missions. This is accomplished through the development of Navy Mission Essential Task List (NMETL) tasks, which translate required Navy capabilities down to the Navy unit tactical level as Navy Tactical Tasks (NTAs) and provide the basis for synchronization with the Unit Training Plans (UTPs). The NWTP is developed to evaluate performance standards required for mission success as well as coordinate all training at the activity, element, or team level. A NWTP is the output of the training planning process and is the basis for executing training.

1.3 Acronyms

AIM II	Authoring Instructional Materials
CCR	Continuous Certification Requirements
CMFT	Cyber Mission Force Team
CND	Computer Network Defenses
CNO	Computer Network Offense
CRTT	Command Readiness Training Team
CST	Command and Staff
DIRSUP	Direct Support
DRRS-N	Defense Readiness Reporting System-Navy
DRRS-S	Defense Readiness Reporting System-Strategy
ENTSVS	Enterprise Services
EW	Electronic Warfare
FLTMPS	Fleet Training, Management, and Planning System
GFR	Government Furnished Resources
IA	Information Assurance
IDFOR	Information Dominance Forces
IDFTM	Information Dominance Forces Training Manual
INFTSP	Information Transport
INTEL	Intelligence
IO PLANS	Information Operations Support to Operational Planning
JMET	Joint Mission Essential Task
JTIMS	Joint Training and Information Management System
JWTP	Joint Warfare Training Plan
JWTS	Joint Warfare Training System
MSEL	Master Scenario Event List
MET	Mission Essential Task
METOC	Meteorological and Oceanography
NETMGT	Network Management
NETC	Navy Education and Training Command
NMETL	Navy Mission Essential Task List

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NTA	Navy Tactical Task
NTIMS	Navy Training and Information Management System
NWTP	Navy Warfare Training Plan
NWTS	Navy Warfare Training System
PADDIE+M	Planning, Analysis, Design, Development, Implementation, Evaluation, and Life-Cycle Maintenance
SIGINT	Signals Intelligence
SOP	Standard Operating Procedure
T-Pillar	Training Pillar
TFOM	Training Figure of Merit
TOM	Task Order Manager
TWMS	Total Workforce Management Services
ULTRA	Unit Level Training Assessment
UTP	Unit Training Plan

2.0 Inspection and Acceptance

Inspection and Acceptance (Destination): Information Dominance Forces, Suffolk, Virginia.

The TOM shall perform inspection and acceptance of the services to be furnished, hereunder at destination

3.0 Specific Tasks

The contractor shall perform the following tasks in support IDFOR NWTP development effort and under the technical oversight of the IDFOR N7 TOM. Specific accomplishments per task and financial expenditures shall be documented in Monthly Status Reports. Specific requirements are as follows:

3.1 Division: Project Management

3.1.1 Program Management

Program Management will have the following areas of responsibility:

- Interface with the Government TOM on all matters pertaining to this PWS.
- Direct the contractor's efforts through the company's internal management system.
- Provide project progress visibility to assure on-time completion of contract requirements.
- Provide day-to-day management of project efforts, which involves handling all concerns/issues/obstacles that each of the listed tasks may encounter.
- Provide documentation of all deliverables and shall be capable of mediating between the different task efforts.
- Prepare and input monthly reports.

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- Perform initial background check of employees before the employee reports for duty.
- Manage employees to ensure that Government clearances are returned upon employee termination and ensure requests for renewals are submitted in a timely manner.
- Oversee centralized administrative, clerical, documentation, and related functions.
- Act as the primary POC between incumbent and Government TOM.

Program Management shall have a minimum of seven (7) years practical experience at a professional level in Information Dominance within Department of Defense or U.S Navy. Additional experience shall include the following (which may be gained concurrently):

- Six years of experience is required in managing complex projects or programs;
- Capability for preparation of reports and correspondence that are technically correct; and coordination of scheduling and support relative to the Joint or Navy Warfare Training System (J/NWTS) and the Joint or Navy Warfare Training Plan (J/NWTP).
- TS/SCI clearance.
- Possession of excellent analytical problem solving skills.
- Possession of excellent oral and written communication skills.

3.2 Division: NWTP Development, Maintenance, & Execution

3.2.1 Functional (Business) & System Analysis

The contractor shall develop the costing aspect of IDFOR unit level training by incorporating detailed data to trace the consumption of training resources through IDFOR unit level training events and by relating this training to the mission outputs and capabilities (i.e., SIGINT, EW, IO PLANS, INTEL, CND, CNO, INFTSP, ENTSVS, IA, NETMGT, and METOC). The contractor shall submit the unit level training costing aspect and return on investment metrics to the IDFOR TOM six months after period of performance start date.

The contractor shall continuously analyze IDFOR requirements across all assigned capability areas for DRRS-N and NTA reporting and alignment to include: IDFTM Continuous Certification Requirement (CCR) to Navy Tactical Task (NTA) mapping, NTIMS mapping for CCR, NTIMS mapping for training and education requirements, developing IDFTM guidance for DRRS-N reporting input, and aligning data collection entries for NTIMS sub-event completion. Contractor shall provide change recommendations based on analysis of DRRS-N and NTA reporting and alignment. Upon IDFOR TOM approval of recommendations, contractor shall make recommended changes to DRRS-N and NTA reporting and alignment with 10 working days.

Develop point papers, naval messages, presentations, briefings and other forms of written documentation on an as needed basis to support information dominance unit-level shore readiness functions. Expect feedback from the Government when submissions are unacceptable or when additional information is required to meet requirements. Timeliness for submitting documentation requiring significant effort will be determined by the Government at the time the task is issued.

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Review Standard Operating Procedures (SOPs), checklists, workflow process charts, forms, POC lists, and other documentation needed to support information dominance unit-level shore readiness processes and related functions. Contractor shall provide recommendations for process improvement based on review and develop in accordance with IDFOR TOM direction.

3.2.2 Navy Warfare Training Plan (NWTP) Spiral Two

The contractor shall support the Spiral 2 development and maintenance of Mission Essential Task (MET)-based Navy Warfare Training Plans (NWTPs), facilitate operational mission analysis, plans development, and the integration of the unique shore MET-based performance assessment plans that support, but are not limited to, basic unit-level events, TYCOM-observed events, and fleet exercise event executions.

The contractor shall analyze, identify, and map cryptologic Direct Support (DIRSUP) and Cyber Mission Force Team (CMFT) training objectives to Mission Essential Tasks (METs) in support of sponsored exercise planning. Submit to the IDFOR TOM 3 months following project start.

The contractor shall support the development and maintenance of DIRSUP and CMFT training metrics and measures of performance and effectiveness. Submit the IDFOR TOM 4 months following project start.

The contractor shall develop a performance management program framework and metrics for the execution and tracking of DIRSUP and CMFT training readiness. The framework and metrics will be submitted to the IDFOR TOM 6 months following project start.

3.2.3 Unit Level Training Assessment (ULTRA) Support

The contractor shall execute information dominance shore activity ULTRA plan for FY15 to include:

- Drafting the announcement message and submitting the IDFOR TOM two months prior to each scheduled ULTRA.
- Coordinating weekly ULTRA preparatory sessions and submitting final PPT presentation to the IDFOR TOM 1 day prior to each weekly preparatory session.
- Coordinating the review of the assessed-command's ready-to-train brief and ULTRA training packages and submitting discrepancy report to the IDFOR TOM two weeks prior to the scheduled ULTRA.
- Coordinating the review of the assessed-command's critical schools and NECs and submitting discrepancy report to the IDFOR TOM two weeks prior to the scheduled ULTRA.
- Coordinating ULTRA schedule of events (SOE) with assessed-command and submitting SOE to the IDFOR TOM one week prior to the scheduled ULTRA.
- Providing critical input on the ability of the assessed-command to self-train, self-assess, self-report, and demonstrate continuous certification requirements across the assessed-

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command's assigned capability areas and submitting input to the IDFOR TOM within 1 working day using IDFOR CST-01 checklist format.

- Developing ULTRA outbrief (PPT format) tailored to the assessed-command's ULTRA results; outbrief shall include: ULTRA scores and certification recommendation, lessons learned for assessed-command, and IDFOR lessons learned. Submit the ULTRA outbrief to the IDFOR TOM prior to scheduled ULTRA outbrief.
- Entering the assessed-command's final ULTRA score into the Navy Training and Information Management System (NTIMS) within three working days of ULTRA completion.

The contractor shall prepare information dominance shore activity ULTRA execution plan for FY16 (POA&M) and submit to the IDFOR TOM 3 months following project start.

The Business Systems Analysts will support the Navy's Information Dominance Forces (IDFOR) unit-level training readiness program as a subject matter expert in the area of Navy personnel and training readiness metrics analysis, capability analysis, and Navy Mission Essential Tasks (NMETs) analysis. The Business Systems Analyst applies experience with the Defense Readiness Reporting System-Navy (DRRS-N) and Navy Training Information Management System (NTIMS) to support the development and analysis of readiness and cost reporting requirements of the man, train, and equip role for all IDFOR reporting units.

The Business Systems Analyst (Cyber) shall have demonstrated experience and knowledge in the following areas:

- 5 years of experience with Navy cyber warfare.

The Business Systems Analyst (Cryptology) shall have demonstrated experience and knowledge in the following areas:

- 10 years of experience with Navy cryptology/information warfare.

The Business Systems Analyst (Intelligence) shall have demonstrated experience and knowledge in the following areas:

- 10 years of experience with Navy intelligence.

The Business Systems Analyst (Network Operations) shall have demonstrated experience and knowledge in the following areas:

- 10 years of experience with Navy network operations.

Business Systems Analysts shall have demonstrated experience and knowledge in the following areas:

- 2 years of experience developing Joint or Navy Warfare Training Plans (/JNWTPs)
- Experience and knowledge of shore exercise planning and execution to include Master Scenario Event List (MESL) development.
- Integrate Joint or Navy Mission Essential Tasks (J/NMETs) into shore training programs,

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exercises and assessments.

- Develop assessment criteria and an understanding of how readiness tracking is implemented through Joint or Navy Training Information Management System (J/NTIMS) and Defense Readiness Reporting System-Navy or -Strategic (DRRS-N or -S).
- Knowledge of the technical and operational aspects of the Navy Defense Readiness Reporting System-Navy or -Strategic (DRRS-N or -S) supporting readiness data analysis.
- Knowledge of the Joint or Navy Warfare Training System (J/NWTS).
- Working knowledge of the technical and operational aspects of the Joint or Navy Training and Information Management System (J/NTIMS).
- Working knowledge of Navy authoritative readiness data sources including Fleet Training, Management, and Planning System (FLTMPS) and Total Workforce Management Services (TWMS).
- TS/SCI clearance.
- Possession of excellent analytical problem solving skills.
- Possession of excellent oral and written communication skills.

The Training Specialists support the Navy's Information Dominance Forces (IDFOR) unit-level training readiness program as a subject matter expert in the area of personnel and training readiness metrics analysis, capability analysis, and Navy Mission Essential Tasks (NMETS) analysis. The Training Specialists apply experience with the Defense Readiness Reporting System-Navy (DRRS-N) and Navy Training Information Management System (NTIMS) to support the development and analysis of readiness and cost reporting requirements of the man, train, and equip role for all IDFOR reporting units. The Training Specialists ensure that reporting units' Navy Warfare Training Plan (NWTP) milestones are met and provide IDFOR training readiness requirements analysis, metrics analysis and data analysis to increase the operational commanders' confidence in readiness results and to rapidly identify, adjudicate, and correct discrepancies.

The Training Specialists shall have demonstrated experience and knowledge in the following areas:

- 2 years of experience and knowledge of shore exercise planning and execution.
- 2 years of experience with the Navy Information Dominance forces.
- Integrating shore exercise assessments, lessons learned, and feedback into Joint or Navy Mission Essential Task (J/NMETs) development.
- Developing assessment criteria and an understanding of how readiness tracking is implemented through Joint or Navy Training Information Management System (J/NTIMS) and Defense Readiness Reporting System-Navy or -Strategic (DRRS-N or -S).
- Knowledge of the technical and operational aspects of the Navy Defense Readiness Reporting System-Navy or -Strategic (DRRS-N or -S) supporting readiness data analysis.
- Knowledge of the Joint or Navy Warfare Training System (J/NWTS)
- Developing of Joint or Navy Warfare Training Plans (J/NWTPs)
- Knowledge of the technical and operational aspects of the Joint/Navy Training and Information Management System (J/NTIMS)

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- Working knowledge of Navy authoritative readiness data sources including Fleet Training, Management, and Planning System (FLTMPS) and Total Workforce Management Services (TWMS).
- TS/SCI clearance.
- Possession of excellent analytical problem solving skills.
- Possession of excellent oral and written communication skills.

3.3 Division: Training Life Cycle Maintenance & Delivery

3.3.1 Command Readiness Training Team (CRTT) Distance Education Course Life-Cycle Maintenance

The contractor shall continuously and objectively analyze the effectiveness and impact of the CRTT course of instruction by applying the Kirkpatrick Four Level Training Evaluation Model and submit the results to the TOM monthly.

The contractor shall propose material modification recommendations (i.e., interim change, change, technical changes, new development, or revision) to the IDFOR TOM based on a review of the CRTT course curriculum.

The contractor, as directed by the IDFOR TOM, shall provide services necessary to modify the CRTT course of instruction to include:

- Reviewing subject matter to ensure technical accuracy.
- Reviewing lesson material to ensure continuity and flow.
- Reviewing tests and test items to ensure sound construction principles are following current guidelines*.
- Reviewing visual information to ensure appropriateness/accuracy.
- Assisting in the preparation of the material for implementation.
- Developing new course curriculum.
- Delivering training via the most cost efficient means (i.e., blended, learning, distance learning, or video tele-training, as appropriate).

*The contractor will use the Navy Education Training Command (NETC) Planning, Analysis, Design, Development, Implementation, Evaluation, and Life-Cycle Maintenance (PADDIE+M) process and use of NETC's Authoring Instructional Materials (AIM-II) curriculum development tool in all future revisions to the CRTT course of instruction.

3.3.2 Command Readiness Training Team (CRTT) Training Services

The contractor shall plan, prepare, and conduct IDFOR-approved Navy Warfare Training System/Navy Warfare Training Plan (NWTs/NWTP) training for information dominance shore activities, their deploying elements, and cyber mission force team CRTT members and IDFOR

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staff, as required. Contractor shall submit the NWTs/NWTP training plan in spreadsheet format to the TOM one quarter prior to execution. The contractor shall provide complete training documentation including identification of person(s) trained, parent command of person(s) trained, location of training, subject of training, date of training conducted, and duration of training for IDFOR enterprise within 5 days of course completion and submit to the TOM.

The Training Specialists support the Navy's Information Dominance Forces (IDFOR) unit-level training readiness program as a subject matter expert in the area of personnel and training readiness metrics analysis, capability analysis, and Navy Mission Essential Tasks (NMETs) analysis. The Training Specialists apply experience with the Defense Readiness Reporting System-Navy (DRRS-N) and Navy Training Information Management System (NTIMS) to support the development and analysis of readiness and cost reporting requirements of the man, train, and equip role for all IDFOR reporting units. The Training Specialists ensure that reporting units' Navy Warfare Training Plan (NWTP) milestones are met and provide IDFOR training readiness requirements analysis, metrics analysis and data analysis to increase the operational commanders' confidence in readiness results and to rapidly identify, adjudicate, and correct discrepancies.

The Training Specialists shall have demonstrated experience and knowledge in the following areas:

- 2 years of experience and knowledge of shore exercise planning and execution.
- 2 years of experience with the Navy Information Dominance forces.
- Integrating shore exercise assessments, lessons learned, and feedback into Joint or Navy Mission Essential Task (J/NMETs) development.
- Developing assessment criteria and an understanding of how readiness tracking is implemented through Joint or Navy Training Information Management System (J/NTIMS) and Defense Readiness Reporting System-Navy or -Strategic (DRRS-N or -S).
- Knowledge of the technical and operational aspects of the Navy Defense Readiness Reporting System-Navy or -Strategic (DRRS-N or -S) supporting readiness data analysis.
- Knowledge of the Joint or Navy Warfare Training System (J/NWTS)
- Developing of Joint or Navy Warfare Training Plans (J/NWTPs)
- Knowledge of the technical and operational aspects of the Joint/Navy Training and Information Management System (J/NTIMS)
- Working knowledge of Navy authoritative readiness data sources including Fleet Training, Management, and Planning System (FLTMAPS) and Total Workforce Management Services (TWMS).
- TS/SCI clearance.
- Possession of excellent analytical problem solving skills.
- Possession of excellent oral and written communication skills.

4.0 Level of Effort

4.1 All support shall be full-time (8-hour day, 5-day week, 40 man hours).

4.2 Based on prior history for the same/similar services and in consideration of the effort

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anticipated to be performed herein, the contractor may anticipate that contract performance could involve the following labor categories and staffing levels.

4.3 It should be noted that the proposed requirement is Firm Fixed Price (FFP) performance based. The Government estimate is provided for information purposes only and is included to serve as a reference for prospective offerors to better understand the overall magnitude of the effort. Therefore, offerors have the latitude to propose both quantity and mix of labor in accomplishing the requirements identified with the PWS in a high quality, efficient, and cost effective manner.

4.4 Full Time Equivalent (FTE) = 1920 hours

4.5 Estimated Labor

Support	Division	Qty	Hours
Program Management	Project Management	1	1920
Business Systems Analyst (Cryptology)	NWTP Development, Manpower, & Execution	1	1920
Business Systems Analyst (Intel)	NWTP Development, Manpower, & Execution	1	1920
Business Systems Analyst (NETOPS)	NWTP Development, Manpower, & Execution	1	1920
Business Systems Analyst (Cyber)	NWTP Development, Manpower, & Execution	1	1920
Training Specialist	NWTP Development, Manpower, & Execution	2	3840
Training Specialist	Training Life Cycle Management & Delivery	2	3840

5.0 Special Requirements

5.1 Government Resources

The Government will provide office facilities, equipment, and materials for daily business use of staff called for under this contract. This shall include desk, telephone, chair, computer, shared printer, and requisite consumable materials.

Contractors physically located in the Information Dominance Forces facility will be provided an NMCI seat and all associated hardware/software that will be needed to complete above described tasks.

The government will provide access to SCI spaces, commercial and government developed software, and systems necessary for development, prepare classified documentation and conduct testing. Work shall be performed utilizing GFR in government facilities located at Information Dominance Forces, 115 Lake View Parkway, Suffolk, VA 23435 or other designated local facility.

5.2 Phase-In and Phase-Out Provisions

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The contractor shall provide an update plan describing actions, plans, and procedures to ensure (1) a smooth transition from contract award to full operational status, and (2) a smooth transition from current contract performance to performance by a different contractor in a follow-on period. Phase-out plan shall include provisions for completion of appropriate Contractor responsibilities should there be a contract termination proceeding.

5.3 Phase-In

The contractor shall assume total responsibility for all operations required by this contract as of the first day of the contract period. Therefore, on the first day of performance, the Contractor shall provide a work force, which is fully qualified and capable of performing all work required under this contract.

Following award of the contract, the awardee shall participate in a Post Award Conference with the customer. The Post Award Conference will be done at least ten (10) business days prior to project start date. Following this event, the Contractor shall prepare a detailed Phase-In plan for assuming responsibility and accountability when working on a Government site. The Phase-In plan is due on the first day of the contract period.

The Phase-In plan will propose the contractor's updated technical and project management approaches, project organization, staffing plan, personnel duties, and concept of operations. The Phase-In plan will form the basis for discussion at the Project Start Meeting, as discussed in paragraph 7.0 Deliverables. The contractor shall propose appropriate report format for all required documents in a separate section of the Phase-In.

5.4 Phase-Out

The contractor shall present an updated detailed plan for any phase-out period, regardless of precipitating reasons, within 30 days after the start of the project. The plan shall include procedures for minimizing impact on contract performance. The Contractor's Phase-Out Plan shall:

- Present procedures for retaining the required staffing level (including Key personnel) necessary to provide complete contractual support through expiration of the contract.
- Describe in detail how responsibility and accountability will be relinquished for all Government furnished equipment. The Contractor shall coordinate his/her activities with the incoming Contractor to effect an orderly transition at the end of the contract period.

The Contractor shall remove all Contractor-owned equipment, tools, parts, and belongings from the Government furnished spaces by COB on the last performance day of the contract.

6.0 Period of Performance

The period of performance is anticipated to be one twelve month base year and four twelve month option years, inclusive of a thirty (30) day transition period; as follows:

LOT	Period of Performance
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Base Year*	29 August 2014 – 28 August 2015
Option Year I	29 August 2015 – 28 August 2016
Option Year II	29 August 2016 – 28 August 2017
Option Year III	29 August 2017 – 28 August 2018
Option Year IV	29 August 2018 – 28 August 2019

*** NOTE: Base Year is inclusive of 30 day transition period**

7.0 Deliverables

7.1 Deliverables

The Contractor shall provide the deliverables listed below to be detailed on each task. Deliverables shall be prepared in contractor format where not otherwise specified by the Government. Deliverables shall be provided to the Task Order Manager (TOM). All final deliverable submissions shall remain the property of the U.S. Government. All revisions will be due in the specified timeframe as identified by the Government. All methodologies and recommendations shall be reviewed and approved by the Government prior to submission/implementation.

7.2 Method of Delivery

Electronic copies shall be delivered using Microsoft Office suite of tools (for example, MS WORD, MS EXCEL, MS POWERPOINT, MS PROJECT, or MS ACCESS format), unless otherwise specified by the TOM. Electronic submission shall be made via email, unless otherwise agreed upon with the TOM. Oral status reports may also be requested periodically.

7.3 Government Acceptance Period

The TOM will have five (5) workdays to review draft deliverables and make comments. The Contractor shall have two (2) workdays to make corrections. Upon receipt of the final deliverables, the TOM will have two (2) workdays for final review prior to acceptance or providing documented reasons for non- acceptance.

The TOM will have the right to reject or require correction of any deficiencies found in the deliverables that are contrary to the information contained the Contractor's accepted proposal. In the event of a rejected deliverable, the Contractor shall be notified in writing by the TOM of the specific reasons for rejection. The Contractor shall have five (5) workdays to correct the rejected deliverable and return it per delivery instructions.

7.4 Project Start Meeting

The contractor will provide a project start meeting on-site at the Government's location, Information Dominance Forces, Suffolk, VA, no later than 10 days after project start or at a date and time that is convenient to, and agreed upon by, all parties. The project start meeting topics will include: (1) Project organization; (2) Project requirements; (3) Concept of operations (including regular and emergency work conditions); (4) Reporting requirements (including format,

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content and structure ;) (5) Identification of key IDFOR and contractor personnel. All key contractor and IDFOR personnel will attend (6) further elaboration on deliverables (answering any questions/concerns).

7.5 Project Start Meeting Report

The contractor will provide the TOM a Project Start Meeting Report no later than 5 working days after the project start meeting. The contractor will provide this report in both hardcopy and softcopy.

7.6 Technical and Management Plan (TMP)

The contractor shall provide the TOM a Technical Management Plan. The TMP will propose the contractor's technical and project management approaches, project organization, staffing plan, personnel duties, and concept of operations. The draft TMP will be submitted no later than 10 working days after project commencement, and will form the basis for discussion at the Project Start Meeting. The contractor shall propose appropriate report format for all required documents in a separate section of the TMP. The contractor shall provide a draft TMP in both hard copy and soft copy. IDFOR N7 will approve/disapprove the form and format of this plan and provide comments within 10 working days of receipt. The contractor shall incorporate comments within 10 working days of receipt.

7.7 Monthly Project In-Progress Review (IPR)

The contractor will provide IDFOR N7 a monthly project IPR no later than the 20th day of the month. The IPR shall be a formal review whereby the contractor will discuss matters such as project requirements, current and planned project activities, contract personnel status, and problems encountered or anticipated, that may affect project price, scope and/or schedule.

7.8 Progress/Status Meeting Report

The contractor will provide TPOOC a Progress/Status Meeting Report no later than the 5th working day following the end of each month in both hardcopy and softcopy. The report will be in response to questions/concerns from the previous monthly IPR and also provide projections for monthly a lead in.

7.9 Phase-In Plan

The contractor shall provide a draft Phase-In plan in both hard copy and soft copy. IDFOR N7 will approve/disapprove the form and format of this plan and provide comments within 10 working days of receipt. The contractor shall incorporate comments within 10 working days of receipt.

7.10 Phase-Out Plan

The contractor will provide a Phase-Out Plan no later than 30 days after the project start date. The Phase-Out Plan shall present procedures for retaining the required staffing level necessary to provide complete contractual support through expiration of the contract. In addition, it should

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describe in detail how responsibility and accountability would be relinquished for all GFR.

7.11 Monthly Progress Reports

The contractor will provide IDFOR TOM with monthly status reports. The reports will be due by the 20th of each month and will be the basis of the monthly IPR. The report shall include the project title, name of person assigned task, objective, status.

8.0 Summary Schedule of Milestones and Deliverables

Milestone/Deliverable	Date
Phase-In Plan	Project Start (PS) date
Project Start Meeting	10 days following PS date
Project Start Meeting Report	5 working days following PS meeting
Technical Management Plan	10 working days following PS
Monthly Project In-Progress Review (IPR)	20 th day of each month
Progress/Status Meeting Report	5 th working day following the end of each month
Phase-Out Plan	30 days following PS date
Monthly Progress Reports	20 th day of each month
IDFOR Training Readiness Update Report	Weekly
Unit level costing aspect and ROI metrics	6 months following PS date
Changes to DRRS-N and NTA reporting and alignment	Within 10 working days following IDFOR TOM approval
Develop point papers, Naval messages, presentations, briefings, and other forms of written documentation	As needed
Provide recommendations for unit-level training process improvement based on process review	As required
Submit NWTS/NWTP training plan	Quarter prior to execution
Plan, prepare, and conduct CRTT training services	In accordance with approved, quarterly training plan.
Analyze the effectiveness and impact of the CRTT COI	Monthly
CRTT COI material modification recommendations (based on course review).	Based upon course review
Prepare information dominance shore activity training session plan for FY16 (POA&M)	3 months following PS date.
Modify the CRTT COI	Based upon approved material modification recommendations.

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Milestone/Deliverable	Date
Execute information dominance shore activity ULTRA-C/S plan for FY15	As required
Analyze, identify, and map cryptologic DIRSUP and CMFT training objectives to METs	3 months following PS date
Support the development and maintenance of DIRSUP and CMFT training metrics and MOP/MOE	4 months following PS date
Program management framework and metrics for the execution and tracking of DIRSUP and CMFT training readiness	6 months following PS date
Coordinate and collect data at ULTRA-C/S preparatory meetings, working groups, and VTCs	As required
Coordinate and collect data and lessons learned at ULTRA-C/S visits	NLT 5 working days following ULTRA-C/S
Coordinate and collect data at weekly NWTP meetings, working groups, and VTCs	NLT 3 working days after meeting, working group, or VTC.

9.0 Operations Security

All work is to be performed in accordance with DoD and Navy Operations Security (OPSEC) requirements and in accordance with the OPSEC attachment to the DD254.

10.0 Government Furnished Information (GFI)

The Government will furnish on-site work spaces located in, or near, the IDFOR Suffolk, VA spaces where the work is normally being performed. Work will also be performed at Branch Medical Clinic sites that are within the Area of Responsibility (AOR) of the NMC Portsmouth.

The work under this project work statement is to be performed at Government sites and at the contractor's facility; at least eighty percent of the work on the overall contract effort within the 12-month performance period will be conducted at Government facilities and up to twenty percent may be conducted at Contractor facilities. Work may be performed at other locations as deemed necessary by the TOM.

11.0 Travel

Travel will be necessary to implement training plans and support the above functions. TOM must approve all travel prior to contractor's departure.

Local travel within the Hampton Roads area is authorized. The contractor shall perform out-of-town travel and the following table is an estimate of the amount of travel required in the accomplishment of this order. The contractor shall generate and submit a trip report to IDFOR

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N7 Technical Point of Contact (TOM) no later than 5 days after completion of travel and submitted as enclosures to the monthly status report. Any deviation from this shall require approval by the IDFOR N7 TOM.

11.2 Travel Requirements

# Round Trips	#PAX each Trip	From	To	Duration each Trip	Reason
2	1	Suffolk, VA	Nellis AFB	7	Cyber Flag Cyber Knight
1	1	Suffolk, VA	Oklahoma City, OK	4	ULTRA
1	1	Suffolk, VA	Guam, USA	5	ULTRA
1	1	Suffolk, VA	Honolulu, HI	5	Navy Cyber Units
2	1	Suffolk, VA	Ft. Gordon, GA	4	Navy Cyber Units Direct Support
1	1	Suffolk, VA	San Antonio, TX	4	Navy Cyber Units
1	1	Suffolk, VA	Ft. Meade, MD	4	Navy Cyber Units
2	1	Suffolk, VA	Pensacola, FL	4	ULTRA Navy Cyber Units
2	1	Suffolk, VA	San Diego, CA	5	ULTRA Navy Cyber Units
1	1	Suffolk, VA	Jacksonville, FL	4	ULTRA

12.0 Other

12.1 Security. The nature of this task requires access to Top Secret/SCI information; all contractor personnel shall have U.S. citizenship and a TS/SCI security clearance prior to starting on the contract. The work performed by the contractor shall include access to unclassified and up to Top Secret/SCI data, information, and spaces. The contractor shall be required to attend meetings classified up to Top Secret/SCI level.

The work to be performed shall include access to Top Secret/SCI data, information, and spaces. The contractor shall require access to U.S. Navy, National Security Agency, and other command or activity-controlled Top Secret/SCI spaces.

12.2 Foreign Travel. If foreign travel is required, all outgoing Country/Theater clearance

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message requests shall be submitted in accordance with the DoD Foreign Clearance Guide (FCG). Each traveler must also submit a Personal Protection Plan and have a Level 1 Antiterrorism/Force Protection briefing within one year of departure and a country specific briefing within 90 days of departure.

Anti-Terrorism/Force Protection (AT/FP) briefings are required for all personnel (Military, DOD Civilian, and contractor) per OPNAVINST F3300.53C. Contractor employees must receive the AT/FP briefing annually. The briefing is available at: <https://atlevel1.dtic.mil/at/>

12.3 Privacy Act Compliance. The contractor may be in contact with data and information subject to the Privacy Act of 1974 (Title 5 of the U.S. Code Section 552a). The contractor shall ensure that its employees assigned to this effort understand and adhere to the requirements of the Privacy Act and to Department of Defense and Department of the Navy regulations that implement the Privacy Act. Department of Navy policy and procedures implementing the Privacy Act are detailed in SECNAVINST 5211.5E (Department of the Navy Privacy Act (PA) Program). The contractor shall identify and safeguard data, information and reports accordingly. In addition, the contractor shall ensure that contractor employees assigned to the contract are trained on properly identifying and handling data and information subject to the Privacy Act prior to commencing work.

12.4 Replacement Personnel. During the **first ninety days** of performance, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated. The Contractor shall notify the TOM within 15 calendar days after the occurrence of any of these events and provide any necessary information. After the initial 90-day period, the Contractor shall submit the information to the TOM at least 15 days prior to making any permanent substitutions for any contractor personnel. No personnel substitutions will be executed without Government approval by the TOM.

The Contractor shall provide a detailed explanation of the circumstances necessitating the proposed substitutions and any additional information requested by the Contracting Officer. All proposed substitutes must have qualifications that are equal to or higher than the qualifications required of the person to be replaced.

12.5 Personnel Qualifications. The contractor is responsible for providing personnel with expertise in the areas as described in the contract. Candidates are expected to be high-level self-starters with demonstrated technical experience in the appropriate functions. Personnel assigned to this task must keep current on the respective technologies associated with the contract.

12.6 Enterprise-Wide Contractor Manpower Reporting Application – ECMRA

The contractor shall report contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. Contracted services excluded from reporting are based on Product Service Codes (PSC's). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment

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- (2) X, Lease/Rental of Facilities
- (3) Y, Construction of Structures and Facilities
- (4) S, Utilities Only
- (5) V, Freight and Shipping Only

The contractor is required to completely fill in all required data fields using the following web address <https://doncrma.nmci.navy.mil>

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

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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

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)

FOR

Navy Warfare Training Plan (NWTP) Support Services

Purpose: This Quality Assurance Surveillance Plan (QASP) is a Government developed and applied document used to make sure that systematic quality assurance methods are used in the administration of the Performance Based Service Contract (PBSC) standards included in this contract. The intent is to ensure that the Contractor performs in accordance with performance metrics set forth in the contract documents, that the Government receives the quality of services called for in the contract and that the Government only pays for the acceptable level of services received. The QASP ensures that the Government has an effective and systematic method of surveillance for the services in the PWS. The QASP will be used primarily as a tool to verify that the contractor is performing all services required by the PWS in a timely, accurate and complete fashion.

1. Critical performance processes and requirements –Critical to the performance of the Information Dominance Forces (IDFOR) C5I Education and Training Readiness Directorate (N7) is the timely, accurate, and thorough completion of all Navy Warfare Training Plan (NWTP) Support contract/task order requirements.
2. Performance Standards –
 - a. Schedule - The due dates for deliverables and the actual accomplishment of the schedule will be assessed against original due dates and milestones established for the contract or task order(s).
 - b. Deliverables – The deliverables required to be submitted will be assessed against the specifications for the deliverables detailed in the contract/task order(s) for the required content, quality, timeliness, and accuracy.
3. Surveillance methods: The primary method of surveillance used to monitor performance of this contract will include, but not be limited to, periodic inspections and review.
4. Performance Measurement –Performance will be measured in accordance with the following table:

Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Contract Deliverables	Contract deliverables furnished as prescribed in the PWS and Task Orders as applicable	Government Representative to Monitor	100% inspection of all contract deliverables.	>98% of deliverables submitted timely and without rework required.
Overall Contract Performance	Overall contract performance of sufficient quality to	Government Representative to Monitor/Review	Annual	All performance elements rated Satisfactory (or

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	earn a Satisfactory (or higher) rating in the COR's annual report on Contractor Performance			higher)
Invoicing	Invoices delivered in a timely fashion. Accuracy of invoices to be evaluated. No defects allowed. Errors in invoices will be grounds for the Government to return to vendor for re-processing	Review & Acceptance of the Invoice	Monthly	>95% - of invoices submitted timely and accurately

5. Incentives/Disincentives –

The COR makes an annual report on Contractor Performance (CPARS or other annual report). The contractor's failure to achieve satisfactory performance under the contract/task order, reflected in the COR's annual report, may result in termination of the contract/task order and may also result in the loss of future Government contracts/task orders.

For each item that does not meet acceptable levels, the Government may issue a Contract Discrepancy Report (CDR). CDRs will be forwarded to the Contracting Officer with a copy sent to the contractor. The contractor must reply in writing within 5 days of receipt identifying how future occurrences of the problem will be prevented. Based upon the contractor's past performance and plan to solve the problem, the Contracting Officer will determine if any further action will be taken.

–

In accordance with the inspection of services provisions of the contract, the contractor will be incentivized to provide quality products in a timely manner since the Government can require the Contractor, at no additional cost, to replace or correct work that fails to meet contract requirements.

In accordance with inspection of services provisions of the contract, the contractor will be incentivized to provide quality products in a timely manner since the Government can require the Contractor, at no additional fee, to replace or correct work that fails to meet contract requirements. To maximize the profit earned on costs incurred, the contractor is incentivized to ensure that quality products are provided in a timely manner.

6. Each Task Order issued under the Single Award Contract will contain a detailed QASP and QASP Matrix specific to that Task Order.

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SECTION F DELIVERABLES OR PERFORMANCE

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

8000	8/29/2014 - 9/28/2014
8001	9/29/2014 - 8/28/2015
9001	9/29/2014 - 8/28/2015

CLIN - DELIVERIES OR PERFORMANCE

Navy Cyber Forces
115 Lake View Pkwy
Suffolk, VA 23435

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SECTION G CONTRACT ADMINISTRATION DATA

In order to expedite administration of this contract/order, the following delineation of duties is provided including the names, addresses and phone numbers for each individual or office as specified. The individual/position designated as having responsibility should be contacted for any questions, clarifications or information regarding the functions assigned.

1. PROCURING CONTRACTING OFFICER (PCO) is responsible for:

- a. All pre-award information, questions, or data;
- b. Freedom of Information inquiries;
- c. Change/question/information regarding the scope, terms or conditions of the basic contract document; and/or
- d. Arranging the post award conference (See FAR 42.503).

Name: JOHN NORTH
Address: NAVSUP FLC NORFOLK
1968 GILBERT STREET, SUITE 600
NORFOLK, VA 23511
Phone: (757) 443-1230

2. CONTRACT ADMINISTRATION OFFICE (CAO) is responsible for matters specified in FAR 42.302 and DFARS 242.302 except in those areas otherwise designated herein.

Name: CAITLIN KING
Address: NAVSUP FLC NORFOLK
1968 GILBERT STREET, SUITE 600
NORFOLK, VA 23511
Phone: (757) 443-1324

3. DEFENSE CONTRACT AUDIT AGENCY (DCAA) is responsible for audit verification/provisional approval of invoices and final audit of the contract prior to final payment to the contractor.

N/A

4. PAYING OFFICE is responsible for payment of proper invoices after acceptance is documented.

Name: N68732

5. CONTRACTING OFFICERS REPRESENTATIVE (COR) is responsible for:

- a. Liaison with personnel at the Government installation and the contractor personnel on site;
- b. Technical advice/recommendations/clarification on the statement of work;
- c. The statement of work for delivery/task orders placed under this contract.
- d. An independent government estimate of the effort described in the definitized statement of work;
- e. Quality assurance of services performed and acceptance of the services or deliverables;
- f. Government furnished property;
- g. Security requirements on Government installation;
- h. Providing the PCO or his designated Ordering Officer with appropriate funds for issuance of the Delivery/Task order; and/or
- i. Certification of invoice for payment.

NOTE: When, in the opinion of the Contractor, the COR requests effort outside the existing scope of the contract (or delivery/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 contract or, in the case of a delivery/task order, until the Ordering Officer has issued a modification of the delivery/task order; or until the issue has otherwise been resolved. THE COR IS NOT AN ADMINISTRATIVE CONTRACTING OFFICER AND DOES NOT HAVE THE AUTHORITY TO DIRECT THE ACCOMPLISHMENT OF EFFORT WHICH IS BEYOND THE SCOPE OF THE STATEMENT OF WORK IN THE CONTRACT OR DELIVERY/TASK ORDER.

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COR Name: LT Matt Fecteau
Address: 115 Lakeview Parkway
Suffolk, VA 23435
Phone: (757) 203-3323

In the event that the COR named above is absent due to leave, illness, or official business, all responsibilities and functions assigned to the COR will be the responsibility of the alternate COR listed below:

ACOR Name: N/A
Address:
Phone:

6. TECHNICAL ASSISTANT, if assigned by the requiring activity, is responsible for providing technical assistance and support to the COR in contract administration by:

- a. Identifying contractor deficiencies to the COR;
- b. Reviewing contract/delivery/task order deliverables and recommending acceptance/rejection of deliverables;
- c. Identifying contractor noncompliance of reporting requirements;
- d. Evaluating contractor proposals for specific contracts/orders and identifying areas of concern affecting negotiations;
- e. Reviewing contractor reports providing recommendations for acceptance/rejection;
- f. Reviewing invoices for appropriateness of costs and providing recommendations to facilitate certification of the invoice;
- g. Providing COR with timely input regarding the SOW, technical direction to the contractor and recommending corrective actions; and
- h. Providing written reports to the COR as required concerning trips, meetings or conversations with the contractor.

Name: N/A
Address:
Phone:

7. ORDERING OFFICER is responsible for:

- a. Requesting, obtaining, and evaluating proposals for orders to be issued;
- b. Determining the estimated cost of the order is fair and reasonable for the effort proposed;
- c. Obligating the funds by issuance of the delivery/task order;
- d. Authorization for use of overtime;
- e. Authorization to begin performance; and/or
- f. Monitoring of total cost of delivery/task orders issued.

The following limitations/restrictions are placed on the Ordering Officer:

- a. Type of order issued is limited by this contract to ----- pricing arrangements;
- b. No order shall be placed in excess of \$----- without the prior approval of the PCO; and/or
- c. No order shall be placed with delivery requirements in excess of -----.

Name: N/A
Address:
Phone:

Accounting Data

SLINID	PR Number	Amount
8000	N3600114RC005FS	19480.00
LLA :		
AA 171804	60CN 252 36001	068892 2D C005FS360014N7SPTQ
8001	N3600114RC005FS	870309.00
LLA :		

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AA 171804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

9001 N3600114RC005FS 28708.00

LLA :

AA 171804 60CN 252 36001 068892 2D C005FS360014N7SPTQ

BASE Funding 918497.00

Cumulative Funding 918497.00

MOD 01 Funding 0.00

Cumulative Funding 918497.00

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SECTION H SPECIAL CONTRACT REQUIREMENTS

GOVERNMENT REVIEW OF RESUMES (AUG 1992) (FISC SAN DIEGO)

The Government reserves the right to review the resumes of contractor employees performing under the contract solely for the purpose of ascertaining their qualifications relative to the personnel qualifications terms of the contract. Accordingly, the contractor shall furnish such resumes to the Contracting Officer upon request by the Contracting Officer's Representative, Ordering Officer or Contracting Officer.

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SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

52.204-2 SECURITY REQUIREMENTS

52.237-2 PROTECTION OF GOVERNMENT BUILDINGS, EQUIPMENT, AND VEGETATION APR 1984

252.204-7012 SAFEGUARDING OF UNCLASSIFIED CONTROLLED TECHNICAL INFORMATION

CLAUSES INCORPORATED BY FULL TEXT

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

THE GOVERNMENT MAY REQUIRE CONTINUED PERFORMANCE OF ANY SERVICES WITHIN THE LIMITS AND AT THE RATES SPECIFIED IN THE CONTRACT. THESE RATES MAY BE ADJUSTED ONLY AS A RESULT OF REVISIONS TO PREVAILING LABOR RATES PROVIDED BY THE SECRETARY OF LABOR. THE OPTION PROVISION MAY BE EXERCISED MORE THAN ONCE, BUT THE TOTAL EXTENSION OF PERFORMANCE HEREUNDER SHALL NOT EXCEED 6 MONTHS. THE CONTRACTING OFFICER MAY EXERCISE THE OPTION BY WRITTEN NOTICE TO THE CONTRACTOR WITHIN 7 DAYS OF CONTRACT EXPIRATION.

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

(a) The Government may extend the term of this contract by written notice to the Contractor within 7 days of contract expiration; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 10 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5.5 years.

(End of clause)

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

(a) Definitions. As used in this clause—

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

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

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

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

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

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

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

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

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

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

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

COMBO

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

N/A

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

Routing Data Table*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	N68732
Issue By DoDAAC	N00189
Admin DoDAAC	N00189
Ship To Code	N36001
Service Approver (DoDAAC)	Huey Dennis, huey.dennis@navy.mil , (757) 203-3085
Service Acceptor (DoDAAC)	Sybil Wright, Sybil.wright@navy.mil, (757) 203-3087
LPO DoDAAC	N36001

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the e-mail address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

(g) WAWF point of contact.

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

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

(End of clause)

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SECTION J LIST OF ATTACHMENTS

Att 1 - CDR

Att 2 - DD254