

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE U	PAGE OF PAGES 1 2	
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2. AMENDMENT/MODIFICATION NO. 73	3. EFFECTIVE DATE 19-Sep-2013	4. REQUISITION/PURCHASE REQ. NO. 1300327872-0005	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY CODE	N00039	7. ADMINISTERED BY (If other than Item 6) CODE	S2404A

SPAWAR HQ
4301 Pacific Highway
San Diego CA 92110
eva.hochman@navy.mil 858-537-0287

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-NS27
			10B. DATED (SEE ITEM 13) 28-Jan-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)

SEE SECTION G

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 type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) FAR 52.232-22 Limitation of Funds

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) Dave Bodner, Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY /s/Dave Bodner (Signature of Contracting Officer)	16C. DATE SIGNED 20-Sep-2013
(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

1. The purpose of this modification is to incrementally fund CLIN 4602 and 6603 as shown below.

Accordingly, said Task Order is modified as follows:

The total amount of funds obligated to the task is hereby increased from \$125,649,221.29 by \$1,516,860.00 to \$127,166,081.29.

CLIN/SLIN/ACRN	Type Of Fund	From (\$)	By (\$)	To (\$)
460204/DD	O&MN,N	0.00	1,505,000.00	1,505,000.00
660305/DE	O&MN,N	0.00	10,000.00	10,000.00
660305/DF	O&MN,N	0.00	1,860.00	1,860.00

2. Clause B-3 is hereby updated to reflect the revised allotment of funds.

3. Sections B and G are modified accordingly

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

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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
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4201	D316	Base year Labor for NEN (O&MN,N)	1.0	LO	\$	\$	\$5,760,372.55
420101	D316	NGEN FY-09 labor POP 28 JAN 09 - 27 JAN 10 (O&MN,N)					
420102	D316	(TBD)					
4202	D316	Base Year Labor for NEN (TBD)	1.0	LO	\$	\$	\$19,208,141.00
420201	D316	NGEN Labor POP 28 Jan 09 - 31 Mar 09 (O&MN,N)					
420202	D316	NGEN Labor POP 1 Apr 09 - 27 Jan 10 (O&MN,N)					
420203	D316	NGEN Labor POP 1 Apr 09 - 27 Jan 10 (O&MN,N)					
4203	D316	Base year for SPO Labor (O&MN,N)	1.0	LO	\$	\$	\$1,112,572.62
420301	D316	Base year Labor (PAO) POP: 16 Feb 09-30 Sep 09 (O&MN,N)					
420302	D316	Base Year Labor (SPO) POP: 21 Sep 09 - 27 Jan 10 (O&MN,N)					
420303	D316	Base year Labor (SPO) POP 1 Oct 09 - 27 Jan 10 (O&MN,N)					
4204	D316	Base Year Labor CLIN (O&MN,N)	1.0	LO	\$	\$	\$451,684.99

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420401 D316 (O&MN,N)

420402 D316 PEO-EIS PAO labor
FY-10 (O&MN,N)

420403 D316 PEO-EIS PAO Labor
FY-10 (O&MN,N)

420404 D316 PEO-EIS PAO Labor
FY-10 (O&MN,N)

4205 BLII Labor \$54,810.64

420501 D316 BLII Labor 1.0 LO \$ \$ \$54,810.64
1 Oct 09 - 30
Sept 10 (OPN)

4301 D316 Option 0001 Labor 1.0 LO \$ \$ \$6,869,348.00
for NEN (TBD)

430101 D316 FY-10 NMCI Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430102 D316 FY-10 NMCI Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430103 D316 FY-10 NMCI Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430104 D316 FY-10 NMCI VP
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430105 D316 FY-10 NMCI S&D
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430106 D316 FY-10 NMCI LCSM
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430107 D316 FY-10 NMCI VP
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430108 D316 FY-10 NMCI S&D
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430109 D316 FY-10 NMCI LCSM

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Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430110 D316 FY-10 NMCI LCSM
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430111 D316 FY-10 NMCI VP
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430112 D316 FY-10 NMCI S&D
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430113 D316 FY-10 NMCI LCSM
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430114 D316 FY-10 NMCI VP
Labor
28 Jan 2010 - 27
Jan 2011 (O&MN,N)

430115 D316 FY-10 NMCI BRAC
Labor
28 Jan 2010 - 27
Jan 2011 (OTHER)

4302	D316	Option 0001 Labor for NEN (O&MN,N)	1.0	LO	\$	\$	\$18,540,395.00
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430201 D316 NGEN Labor -
Option Year ONE
(O&MN,N)

430202 D316 NGEN Labor
Incremental
Funding - ACRN BE
(O&MN,N)

430203 D316 NGEN Labor
Incremental
Funding - ACRN BE
(O&MN,N)

430204 D316 NGEN Labor
Incremental
Funding - ACRN BE
(O&MN,N)

430205 D316 NGEN Labor
Incremental

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Funding - ACRN BE
(O&MN,N)

430206 D316 NGEN Labor
Incremental
Funding - ACRN BU
(O&MN,N)

430207 D316 NGEN Labor
Incremental
Funding - ACRN BU
(O&MN,N)

430208 D316 NGEN Labor
Incremental
Funding - ACRN BU
(O&MN,N)

430209 D316

430210 D316

430211 D316

430212 D316

430213 D316

430214 D316

430215 D316

4303	D316	Option 0001 Labor for SPO 28 Jan 2010 - 27 Jan 2011 (O&MN,N)	1.0	LO	\$	\$	\$2,314,801.00
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430301 D316 Option 0001 Labor
for SPO (O&MN,N)

430302 D316 Option 0001 Labor
for SPO PAO
(O&MN,N)

430303 D316 Incremental
Funding - ACRN
BH
Option 0001 Labor
for SPO PAO
(O&MN,N)

430304 D316 Incremental
Funding - ACRN
BT
Option 0001 Labor
for SPO PAO
(O&MN,N)

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430305	D316	Incremental Funding - ACRN BT Option 0001 Labor for SPO PAO (O&MN,N)					
4304	D316	Option 0001 Labor for PEO EIS PAO (O&MN,N)	1.0	LH	\$	\$	\$338,000.00
430401	D316	Option 0001 Labor for PEOEIS PAO (O&MN,N)					
430402	D316	Option 0001 Labor for PEOEIS ACQ (O&MN,N)					
430403	D316	Option 0001 Labor for PEOEIS LOG (O&MN,N)					
430404	D316	Option 0001 Labor for PEOEIS PAO, ACRN AL (O&MN,N)					
4401	D316	Option 0002 Labor for NEN (TBD)	1.0	LO	\$	\$	\$7,773,148.00
440102	D316	FY-11 NMCI VP Labor 28 Jan 2011 - 27 Jan 2012 (O&MN,N)					
440103	D316	FY-11 NMCI S&D Labor 28 Jan 2011 - 27 Jan 2012 (O&MN,N)					
440104	D316	FY-11 NMCI LCSM Labor 28 Jan 2011 - 27 Jan 2012 (O&MN,N)					
440105	D316	FY-10 NMCI BRAC Labor 28 Jan 2011 - 27 Jan 2012 (O&MN,N)					
440106	D316	FY-11 NMCI VP Labor 28 Jan 2011 - 27 Jan 2012 (O&MN,N)					
440107	D316	FY-11 NMCI S&D Labor 28 Jan 2011 - 27 Jan 2012					

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(O&MN,N)

440108 D316 FY-11 NMCI LCSM
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440109 D316 FY-11 NMCI VP
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440110 D316 FY-11 NMCI S&D
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440111 D316 FY-11 NMCI LCSM
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440112 D316 FY-11 NMCI VP
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440113 D316 FY-11 NMCI S&D
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440114 D316 FY-11 NMCI LCSM
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440115 D316 FY11 DON CIO
Labor 22 July
2011 - 27 Jan
2012 (O&MN,N)

440116 D316 FY-11 NMCI VP
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440117 D316 FY-11 NMCI S&D
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440118 D316 FY-11 NMCI LCSM
Labor 28 Jan 2011
- 27 Jan 2012
(O&MN,N)

440119 D316 FY-11 BLII Labor

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28 Jan 2011 - 27
Jan 2012 (O&MN,N)

440120 D316 FY-11 BLII Labor
28 Jan 2011 - 27
Jan 2012 (O&MN,N)

4402	D316	Option 0002 Labor for NEN (TBD)	1.0	LO	\$	\$	\$20,062,942.95
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440201 D316 FY-11 NGEN Labor
28 Jan 2011 - 27
Jan 2012 ACRN BU
(O&MN,N)

440202 D316 FY-11 NGEN Labor
28 Jan 2011 - 27
Jan 2012 ACRN BU
(O&MN,N)

440203 D316 FY-11 NGEN Labor
28 Jan 2011 - 27
Jan 2012 ACRN BU
(O&MN,N)

440204 D316 FY-11 NGEN Labor
28 Jan 2011 - 27
Jan 2012 ACRN BU
(O&MN,N)

440205 D316 FY-11 NGEN Labor
28 Jan 2011 - 27
Jan 2012 ACRN BU
(O&MN,N)

440206 D316 FY-11 NGEN Labor
to include Cyber
Fleet command. 28
Jan 2011 - 27 Jan
2012 ACRN BU
(O&MN,N)

4403	D316	Option 0002 Labor for SPO (TBD)	1.0	LO	\$0.00	\$0.00	\$0.00
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4501	D316	Option 0003 Labor for NEN (O&MN,N)	1.0	LO	\$	\$	\$5,927,409.96
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4502	D316	Option 0003 Labor for NEN (TBD)	1.0	LO	\$	\$	\$20,638,834.61
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450201 D316 Labor for NEN
(O&MN,N)

450202 D316 FITT-support for
Fleet Cyber
Command (O&MN,N)

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450203	D316	Labor for NEN (O&MN,N)					
450204	D316	SECNAV/DON CIO (O&MN,N)					
4503	D316	Option 0003 Labor for SPO (TBD) Option	1.0	LO	\$0.00	\$0.00	\$0.00
4601	D316	Option 0004 NEN Labor (O&MN,N)	1.0	LO	\$	\$	\$4,770,920.75
460101	D316	NEN Labor (O&MN,N)					
460102	D316	DON-CIO support for NEN (O&MN,N)					
460103	D316	BLII Support (O&MN,N)					
460104	D316	NEN support for MARCORSYSCOM (O&MN,N)					
460105	D316	BLII Support (O&MN,N)					
460106	D316	NEN support for MARCORSYSCOM (O&MN,N)					
4602	D316	Option 0004 NEN Labor (O&MN,N)	1.0	LO	\$	\$	\$19,056,096.72
460201	D316	NEN Labor (O&MN,N)					
460202	D316	DON CIO Support for NEN (O&MN,N)					
460203	D316	DON CIO Support for NEN (O&MN,N)					
460204	D316	DON CIO Support for NEN (O&MN,N)					
460205	D316						
4603	D316	Option 0004 Labor for NEN (O&MN,N)	1.0	LO	\$0.00	\$0.00	\$0.00

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
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6201	D316	Base year ODC for NEN (TBD)	1.0	LO
620101	D316	Base year ODC POP 28 JAN 09 - 27 Jan 10 (O&MN,N)		
6202	D316	Base year ODC for NEN (TBD)	1.0	LO
620201	D316	FY-08 FUNDS 28 JAN 09 - 31 MAR 09 (TBD)		
620202	D316	FY-09 FUNDS 01 APR 09 - 27 JAN 10 (TBD)		
6203	D316	Base year ODC SPO (TBD)	1.0	LO
620301	D316	Base Year SPO ODC POP: 21 Sep 09 - 27 Jan 10 (TBD)		
6204	D316	Base Year ODC CLIN (TBD)	1.0	LO
620401	D316	(O&MN,N)		
620402	D316	(O&MN,N)		
6301	D316	Option 0001 ODC for NEN (TBD)	1.0	LO
630101	D316	FY-10 Option 0001 ODC (O&MN,N)		
630102	D316	FY-10 Option 0001 ODC (O&MN,N)		
630103	D316	FY-10 Option 0001 ODC (O&MN,N)		
630104	D316	FY-10 Option 0001 ODC (O&MN,N)		
6302	D316	Option 0001 ODC for NEN (TBD)	1.0	LO
630201	D316	NGEN ODC - Option Year One (O&MN,N)		
630202	D316	NGEN ODC - Option Year One (O&MN,N)		

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630203	D316	NGEN ODC - Option Year One (O&MN,N)		
630204	D316	NGEN ODC - Option Year One (O&MN,N)		
6303	D316	Option 0001 ODC for SPO (TBD)	1.0	LO
630301	D316	Incremental Funding - ACRN BH Option 0001 ODC for SPO PAO (O&MN,N)		
6304	D316	Option 0001 ODC for PEOEIS (O&MN,N)	1.0	LH
630401	D316	Option 0001 ODC for PEOEIS (O&MN,N)		
630402	D316	Option 0001 ODC for PEOEIS PAO, ACRN AN (O&MN,N)		
6401	D316	Option 0002 ODC for NEN (TBD)	1.0	LO
640101	D316	Option 2 - NGEN Support (O&MN,N)		
640102	D316	Option 2 - NGEN Support (O&MN,N)		
640103	D316	Option 2 - NGEN Support (O&MN,N)		
640104	D316	Option 2 - NGEN Support (O&MN,N)		
6402	D316	Option 0002 ODC for NEN (TBD)	1.0	LO
640201	D316	FY-11 NGEN ODC 28 Jan 2011 - 27 Jan 2012 (O&MN,N)		
640202	D316	FY-11 NGEN ODC 28 Jan 2011 - 27 Jan 2012 (O&MN,N)		
640203	D316	FY-11 NGEN ODC 28 Jan 2011 - 27 Jan 2012 (O&MN,N)		

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6403	D316	Option 0002 ODC/Travel for DON CIO and NEN (TBD)	1.0	LO	\$0.00
640301	D316	DON CIO Travel/ODC (O&MN,N)			
6501	D316	Option 0003 ODC for NEN (O&MN,N)	1.0	LO	\$
650101	D316	ODC/Travel (O&MN,N)			
6502	D316	Option 0003 ODC for NEN (O&MN,N)	1.0	LO	\$
650201	D316	ODC/Travel (O&MN,N)			
650202	D316	FITT support for Fleet Cyber Command (O&MN,N)			
650203	D316	ODC/Travel (O&MN,N)			
650204	D316	SECNAV/DON CIO ODC/Travel (O&MN,N)			
6503	D316	Option 0003 ODC for SPO (TBD) Option	1.0	LO	\$0.00
6601	D316	Option 0004 ODC NEN (O&MN,N)	1.0	LO	\$0.00
6602	D316	Option 0004 ODC NEN (O&MN,N)	1.0	LO	\$0.00
6603	D316	Option 0004 ODC NEN (O&MN,N)	1.0	LO	\$
660301	D316	ODC/Travel (O&MN,N)			
660302	D316	130033224400003 (O&MN,N)			
660303	D316	BLII Travel/ODC (O&MN,N)			
660304	D316	BLII Travel (O&MN,N)			

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660305 D316 ODC (O&MN,N)

660306 D316 ODC USMC (O&MN,N)

B-1 ADDITIONAL SLINS

Additional SLINs will be unilaterally created by the Contracting Officer during performance of this Task Order to accommodate the multiple types of funds that will be used under this Order.

B-2 FEE DETERMINATION AND PAYMENT (LEVEL OF EFFORT)

(a) Total Estimated Hours.

The total number of hours of direct labor (including overtime and subcontract hours), but excluding holiday, sick leave, vacation and other excused absence hours) estimated to be expended under this task order is _____. [Contracting officer insert number of hours at time of award in accordance with successful offeror's proposal] hours. The _____ [Contracting officer insert number of hours at time of award in accordance with successful offeror's proposal] direct labor hours include _____ [Contracting officer insert number of hours at time of award in accordance with successful offeror's proposal] uncompensated overtime labor hours.

(b) Computation of Fee.

The fee per direct labor hour is computed by dividing the fixed fee amount shown in Section B by the number of estimated hours.

(c) Modifications.

If the contracting officer determines, for any reason, to adjust the task order amount or the estimated total hours set forth above, such adjustments shall be made by task order modification. Any additional hours will be fee bearing, and the additional negotiated fee will be divided by the additional estimated hours to determine a new fee (applicable to the additional hours only). If the fee for these additional hours is different from that of the original estimated hours, these hours shall be kept separate from the original estimated total hours.

The estimated cost of the task order may be increased by written modification, if required, due to cost overruns. This increase in cost is not fee bearing and no additional hours will be added.

(d) Payment of Fee.

The Government shall pay fixed fee to the contractor on each direct labor hour performed by the contractor or subcontractor, at the rate of \$ _____ [Contracting officer insert dollar amount(s)] per labor hour invoiced by the contractor subject to the contract's "Fixed Fee" clause, provided that the total of all such payments shall not exceed eighty-five percent (85%) of the fixed fee specified under the task order. Any balance of fixed fee shall be paid to the contractor, or any overpayment of fixed fee shall be repaid by the contractor, at the time of final payment.

Nothing herein shall be construed to alter or waive any of the rights or obligations of either party pursuant to the FAR 52.232-20 "Limitation of Cost" or FAR 52.232-22 "Limitation of Funds" clauses, either of which is incorporated herein by reference.

NOTE: The fee shall be paid to the prime contractor at the per hour rate specified in this paragraph regardless of whether the contractor or subcontractor is performing the work.

B-3 ALLOTMENT OF FUNDS (JAN 1989) (5252.232-9200)

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(a) This contract is incrementally funded with respect to both cost and fee.

(b) The amounts presently available and allotted to this contract for payment of fee, as provided in the Section I clause of this contract entitled “Fixed Fee”, are as follows:

ITEM(S) ALLOTTED TO FIXED FEE

- 4201
- 4202
- 4203
- 4204
- 4205
- 4301
- 4302
- 4303
- 4304
- 4401
- 4402
- 4501
- 4502
- 4601
- 4602

(c) The amounts presently available and allotted to this contract for payment of cost, subject to the Section I “Limitation of Funds” clause, the items covered thereby and the period of performance which it is estimated the allotted amount will cover are as follows:

ITEM(S) ALLOTTED TO COST

- 4201
- 4202
- 4203
- 4204
- 4205
- 4301
- 4302
- 4303
- 4304
- 4401
- 4402
- 4501
- 4502
- 4601
- 4602
- 6201
- 6202
- 6203

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6204
6301
6302
6303
6304
6401
6402
6501
6502
6601
6602
6603

(d) The parties contemplate that the Government will allot additional amounts to this contract from time to time by unilateral contract modification, and any such modification shall state separately the amounts allotted for cost and for fee, the items covered thereby, and the period of performance the amounts are expected to cover.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

C-1 SPECIFICATIONS/STATEMENT OF WORK (DEC 1998) (SPAWAR C-301)

Work under this contract shall be performed in accordance with the Performance Work Statement (PWS) Attachment No. 10 and Contract Data Requirements List (CDRL) Attachment No. 11.

(1) Objective: The purpose of this plan is to provide a quality assurance plan for the services contracted under this Task Order. This plan provides a basis for the Task Order Manager (TOM) to evaluate the quality of the contractor's performance. The oversight provided for in this plan, and the remedy established, will help ensure that service levels are of high quality throughout the task order term.

(2) Performance Standards:

- a. The deliverables under this task order will be consistently technically accurate.
- b. The services delivered under this task order will be consistently of high quality.
- c. The contractor's cost control efforts under this task order will be consistently effective (applicable to cost reimbursement task orders).
- d. The contractor will be consistently responsive to Government customers in its performance of this task order.
- e. For the purposes of this plan, "consistently" is defined as "generally holding true", "persistently over time", and/or "overall uniformly".

(3) Evaluation Methods: The TOM will conduct performance evaluations based the standards in paragraph 2 above using the following technique:

- a. During the performance period of the task order, the TOM will continually and proactively monitor contractor efforts and obtain input from other Government personnel with performance oversight functions to ascertain the level of compliance with the Performance Standards.
- b. Every 12 months after the effective date of the task order, a Contractor Performance Assessment Report (CPAR) will be prepared to document the results of the efforts performed under paragraph 3.a. above.

(4) Remedy

- a. If the annual Performance Evaluation indicates that the contractor has not met one or more of the Performance Standards, the following negative remedy becomes effective: the CPAR will reflect the negative evaluation for the applicable Performance Standard.
- b. This is a significant negative remedy as the CPAR is a key part of the Performance Monitoring process which determines the contractor's ability to earn term extensions to its basic SeaPort-e contract in accordance with the Award Term provisions contained therein.

C-3 SECURITY REQUIREMENTS (DEC 1999) (SPAWAR C-313)

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The work to be performed under this contract as delineated in the DD Form 254, Attachment No. 12, involves access to and handling of classified material up to and including SECRET.

In addition to the requirements of the FAR 52.204-2 "Security Requirements" clause, the Contractor shall appoint a Security Officer, who shall (1) be responsible for all security aspects of the work performed under this contract, (2) assure compliance with the National Industry Security Program Operating Manual (DODINST 5220.22M), and (3) assure compliance with any written instructions from the SPAWARSYSCOM Security Officer.

C-4 WORKWEEK (DEC 1999) (SPAWAR C-315)

(a) All or a portion of the effort under this contract will be performed on a Government installation. The normal workweek for Government employees at SPAWARSYSCOM is Monday – Friday 0800 to 1630 hours. Work at this Government installation, shall be performed by the contractor within the normal workweek unless differing hours are specified on the individual task orders. Following is a list of holidays observed by the Government:

<u>Name of Holiday</u>	<u>Time of Observance</u>
New Year's Day	1 January
Martin Luther King Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	4 July
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veteran's Day	11 November
Thanksgiving Day	Fourth Thursday in November
Christmas Day	25 December

(b) If any of the above holidays occur on a Saturday or a Sunday, then such holiday shall be observed by the Contractor in accordance with the practice as observed by the assigned Government employees at the using activity.

(c) If the Contractor is prevented from performance as the result of an Executive Order or an administrative leave determination applying to the using activity, such time may be charged to the contract as direct cost provided such charges are consistent with the Contractor's accounting practices.

(d) This contract does not allow for payment of overtime during the normal workweek for employees who are not exempted from the Fair Labor Standards Act unless expressly authorized by the Ordering Officer. Under Federal regulations the payment of overtime is required only when an employee works more than 40 hours in a normal week period.

C-5 NOTICE TO CONTRACTOR OF CERTAIN DRUG DETECTION PROCEDURES (DEC 1999) (SPAWAR C-317)

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(a) Pursuant to Navy policy applicable to both Government and contractor personnel, measures will be taken to prevent the introduction and utilization of illegal drugs and related paraphernalia into Government Work areas.

(b) In furtherance of the Navy's drug control program, unannounced periodic inspections of the following nature may be conducted by installation security authorities:

(1) Routine inspection of contractor occupied work spaces.

(2) Random inspections of vehicles on entry or exit, with drug detection dog teams as available, to eliminate them as a safe haven for storage of or trafficking in illegal drugs.

(3) Random inspections of personnel possessions on entry or exit from the installation.

(c) When there is probable cause to believe that a contractor employee on board a naval installation has been engaged in use, possession or trafficking of drugs, the installation authorities may detain said employee until the employee can be removed from the installation, or can be released to the local authorities having jurisdiction.

(d) Trafficking in illegal drug and drug paraphernalia by contract employees while on a military vessel/installation may lead to possible withdrawal or downgrading of security clearance, and/or referral for prosecution by appropriate law enforcement authorities.

(e) The contractor is responsible for the conduct of employees performing work under this contract and is, therefore, responsible to assure that employees are notified of these provisions prior to assignment.

(f) The removal of contractor personnel from a Government vessel or installation as a result of the drug offenses shall not be cause for excusable delay, nor shall such action be deemed a basis for an equitable adjustment to price, delivery or other provisions of this contract.

C-6 ACCESSIBILITY OF ELECTRONIC AND INFORMATION TECHNOLOGY (JUN 2001) (SPAWAR C-718)

(a) Each Electronic and Information Technology (EIT) supply or service provided under this task order shall comply with the EIT Accessibility Standards listed below:

 X 36 C.F.R. § 1194.21 (Software Applications and operating systems)

 X 36 C.F.R. § 1194.22 (Web-based and internet information and applications)

 X 36 C.F.R. § 1194.23 (Telecommunications products)

 X 36 C.F.R. § 1194.24 (Video and multimedia products)

 X 36 C.F.R. § 1194.25 (Self contained, closed products)

 X 36 C.F.R. § 1194.26 (Desktop and portable computers)

In addition, each EIT supply or service provided under this task order shall comply with 36 C.F.R. § 1194.31 (Functional performance criteria) and 36 C.F.R. § 1194.41 (Information, documentation, and support).

(b) If the Contracting Officer determines that any supply or service delivered under this task order does not comply with the EIT Accessibility Standards, the Contracting Officer will notify the

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Contractor in writing accordingly. If the Contractor fails to promptly correct or replace the nonconforming products or services with conforming products or services within the delivery schedule contained in the task order , the Government will have the rights and remedies contained in the task order.

C-2 QUALITY ASSURANCE PLAN

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SECTION D PACKAGING AND MARKING

D-1 SHIP TO INFORMATION

See Section G – Task Order Manager

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

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SECTION E INSPECTION AND ACCEPTANCE

E-1 INSPECTION AND ACCEPTANCE--DESTINATION (JAN 2002)

Inspection and acceptance of the services to be furnished hereunder shall be made at destination by the Task Order Manager or his/her duly authorized representative.

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SECTION F DELIVERABLES OR PERFORMANCE

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

4201	1/28/2009 - 1/27/2010
4202	1/28/2009 - 1/27/2010
4203	1/28/2009 - 1/27/2010
4204	4/27/2009 - 1/27/2010
420501	10/1/2009 - 9/30/2010
4301	1/28/2010 - 1/27/2011
4302	1/28/2010 - 1/27/2011
4303	1/28/2010 - 1/27/2011
4304	1/28/2010 - 1/27/2011
4401	1/28/2011 - 1/27/2012
4402	1/28/2011 - 1/27/2012
4403	1/28/2011 - 1/27/2012
4501	1/28/2012 - 1/27/2013
4502	1/28/2012 - 1/27/2013
4601	1/28/2013 - 1/27/2014
4602	1/28/2013 - 1/27/2014
4603	1/28/2013 - 1/27/2014
6201	1/28/2009 - 1/27/2010
6202	1/28/2009 - 1/27/2010
6203	1/28/2009 - 1/27/2010
6204	4/27/2009 - 1/27/2010
6301	1/28/2010 - 1/27/2011
6302	1/28/2010 - 1/27/2011
6303	1/28/2010 - 1/27/2011
6304	1/28/2010 - 1/27/2011
6401	1/28/2011 - 1/27/2012
6402	1/28/2011 - 1/27/2012
6403	1/28/2011 - 1/27/2012
6501	1/28/2012 - 1/27/2013
6502	1/28/2012 - 1/27/2013
6601	1/28/2013 - 1/27/2014
6602	1/28/2013 - 1/27/2014
6603	1/28/2013 - 1/27/2014

CLIN - DELIVERIES OR PERFORMANCE

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

4201	1/28/2009 - 1/27/2010
4202	1/28/2009 - 1/27/2010

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4203	1/28/2009 - 1/27/2010
4204	4/27/2009 - 1/27/2010
420501	10/1/2009 - 9/30/2010
4301	1/28/2010 - 1/27/2011
4302	1/28/2010 - 1/27/2011
4303	1/28/2010 - 1/27/2011
4304	1/28/2010 - 1/27/2011
6201	1/28/2009 - 1/27/2010
6202	1/28/2009 - 1/27/2010
6203	1/28/2009 - 1/27/2010
6204	4/27/2009 - 1/27/2010
6301	1/28/2010 - 1/27/2011
6302	1/28/2010 - 1/27/2011
6303	1/28/2010 - 1/27/2011
6304	1/28/2010 - 1/27/2011

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

4401	1/28/2011 - 1/27/2012
4402	1/28/2011 - 1/27/2012
4403	1/28/2011 - 1/27/2012
4501	1/28/2012 - 1/27/2013
4502	1/28/2012 - 1/27/2013
4503	1/28/2012 - 1/27/2013
4601	1/28/2013 - 1/27/2014
4602	1/28/2013 - 1/27/2014
4603	1/28/2013 - 1/27/2014
6401	1/28/2011 - 1/27/2012
6402	1/28/2011 - 1/27/2012
6403	1/28/2011 - 1/27/2012
6501	1/28/2012 - 1/27/2013
6502	1/28/2012 - 1/27/2013
6503	1/28/2012 - 1/27/2013
6601	1/28/2013 - 1/27/2014
6602	1/28/2013 - 1/27/2014
6603	1/28/2013 - 1/27/2014

Services to be performed hereunder will be provided in Crystal City, VA, Washington Navy Yard with the exception of two Financial Specialist which will be located at SPAWAR HQ in San Diego, CA

F-1 PERIODS OF PERFORMANCE (DEC 1999)

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The above period(s) of performance for the option(s) to extend the term of the tak order shall apply only if the Government exercises the option(s) as stated in Section B in accordance with the basic contract clause at FAR 52.217-8 "Option to Extend Services" or FAR 52.217-9 "Option to Extend the Term of the Contract.

Any option CLIN period of performance which extends past the current period of performance of the basic contract is only valid to the extend that the basic contract period of performance is extended.

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SECTION G CONTRACT ADMINISTRATION DATA

G-1 STANDARD MONTHLY STATUS REPORTS

The contractor shall electronically submit Monthly Status Reports (MSR) in accordance with the format and content detailed CDRL Item (A001). Submissions are due monthly by the 10th of the following month to the Task Order Manager and the SPAWAR Business Resource Manager (SPAWAR 01). This submission may be to a central website.

In addition to the content specified in the CDRL Item, a brief narrative shall be included in the MSR to address the following:

- a) Period Covered by Report
- b) Significant Accomplishments – Description of the technical progress made during that period.
- c) Significant Issues
- d) Schedule Status – Indicate if efforts are on schedule. If not, indicate the reason for the delay and the projected completion or delivery date, if applicable.
- e) Travel Activity

The contractor shall provide emergent reports at the request of the Task Order Contracting Officer or Task Order Manager.

G-2 INVOICING AND PAYMENT INSTRUCTIONS FOR MULTIPLE ACCOUNTING CLASSIFICATION CITATIONS

Consistent with task order clause H-1, Segregation of Costs, the contractor shall segregate and accumulate costs for the performance of this task order by the appropriate Accounting Classification Reference Number (ACRN) listed on the attached Financial Accounting Data (FAD) sheet. The contractor's invoice shall identify the appropriate Contract and Task Order numbers. For the work performed, invoiced costs shall be associated to the Contract Line Item Number (CLIN), the Contract Subline Item (SLIN), **and** the specific ACRN. Invoices submitted to the paying office that do not comply with this requirement will be returned to the contractor for resubmission. The contractor shall provide an electronic copy of each invoice to the Task Order Manager at the time of submission to DCAA/DFAS. The paying office will disburse funds in strict compliance with the amounts invoiced by CLIN/SLIN/ACRN.

G-3 TYPE OF CONTRACT (DEC 1999) (SPAWAR G-314)

This is a cost plus fixed fee task order.

G-4 INVOICING INSTRUCTIONS FOR SERVICES USING WIDE AREA WORK FLOW (WAWF) (JAN 2007)

(a) Invoices for services rendered under this task order shall be submitted electronically through the Wide Area Work Flow-Receipt and Acceptance (WAWF). The contractor shall submit invoices for payment per contract terms. The Government shall process invoices for payment per contract terms.

(b) The vendor shall have their CAGE Code activated by calling 1-866-618-5988. Once activated,

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the vendor shall self-register at the WAWF website at <https://wawf.eb.mil>. Vendor training is available on the internet at <https://wawftraining.eb.mil>. Additional support can be accessed by calling the Navy WAWF Assistance Line at 1-800-559-9293.

(c) Back-up documentation can be included and attached to the invoice in WAWF. Attachments created with any Microsoft Office product, or Adobe (.pdf files), is attachable to the invoice in WAWF.

(d) A separate invoice will be prepared no more frequently than every two weeks. Do not combine the payment claims for services provided under this contract.

(e) The following information is provided for completion of the invoice in WAWF:

WAWF Invoice Type	Cost Voucher*
Issuing Office DODAAC	N00039
Admin DODAAC:	DD1155=Block 6
Inspector DODAAC (if applicable)	N00039
Acceptor DODAAC:	N00039
**LPO DODAAC: only applies to DFAS beginning with "N", LPO-Local Processing Official/Certifier on Prompt Pay Sheet (One Pay)	DD1155=Block 11
PAY DODAAC:	DD1155=Block 12

* COMBO invoice types can be used if an inspection of services can be performed and documented, i.e. FFP.

**MOCAS begins with HQ – then do not need LPO. If beginning with "N", enter that code number. If not, leave blank.

Task Order Manager

Carol Applegarth
1225 S. Clark Street, Suite 1000
Arlington, VA 22202-4804
carol.applegarth@navy.mil
703-699-3274

Accounting Data

SLINID	PR Number	Amount
420101		190000.00
LLA :		
AD 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000		
POP 28 JAN 09 - 27 JAN 10		
420201		850154.00
LLA :		
AA 1781804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000		
POP: 28 Jan 09 - 31 Mar 09		

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420202 3800000.00
 LLA :
 AB 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743000003000
 POP 1 Apr 09 - 27 Jan 10

620101 100000.00
 LLA :
 AE 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 70300003100
 POP: 28 JAN 09 - 27 JAN 10

620201 44744.72
 LLA :
 AA 1781804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743050003050
 POP: 28 JAN 09 - 31 MAR 09

620202 200000.00
 LLA :
 AC 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743100003100
 POP: 01 APR 09 - 27 JAN 10

BASE Funding 5184898.72
 Cumulative Funding 5184898.72

MOD 01

420201 35000.00
 LLA :
 AA 1781804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000
 POP: 28 Jan 09 - 31 Mar 09

620201 (35000.00)
 LLA :
 AA 1781804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743050003050
 POP: 28 JAN 09 - 31 MAR 09

MOD 01 Funding 0.00
 Cumulative Funding 5184898.72

MOD 02

420101 1710000.00
 LLA :
 AD 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000
 POP 28 JAN 09 - 27 JAN 10

MOD 02 Funding 1710000.00
 Cumulative Funding 6894898.72

MOD 03

420101 1427729.00
 LLA :
 AD 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000
 POP 28 JAN 09 - 27 JAN 10

420202 3028452.00
 LLA :
 AB 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743000003000
 POP 1 Apr 09 - 27 Jan 10

420401 170136.00
 LLA :
 AF 1791804 5T6M 252 EA1ES 0 068342 2D 04A6M0 703CS0003CS0

620202 300672.28
 LLA :
 AC 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743100003100
 POP: 01 APR 09 - 27 JAN 10

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620401 4000.00
LLA :
AF 1791804 5T6M 252 EA1ES 0 068342 2D 04A6M0 703CS0003CS0

MOD 03 Funding 4930989.28
Cumulative Funding 11825888.00

MOD 04

420301 178110.62
LLA :
AH 1791804 11BS 250 47039 W 068892 2D XB3119 470399N0099Q

MOD 04 Funding 178110.62
Cumulative Funding 12003998.62

MOD 05

420101 245949.00
LLA :
AD 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000
POP 28 JAN 09 - 27 JAN 10

420202 5889282.00
LLA :
AB 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743000003000
POP 1 Apr 09 - 27 Jan 10

620202 315994.74
LLA :
AC 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743100003100
POP: 01 APR 09 - 27 JAN 10

620401 6000.00
LLA :
AF 1791804 5T6M 252 EA1ES 0 068342 2D 04A6M0 703CS0003CS0

MOD 05 Funding 6457225.74
Cumulative Funding 18461224.36

MOD 06

420101 2895000.00
LLA :
AD 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000
POP 28 JAN 09 - 27 JAN 10

420202 5235900.00
LLA :
AB 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743000003000
POP 1 Apr 09 - 27 Jan 10

420401 236773.00
LLA :
AF 1791804 5T6M 252 EA1ES 0 068342 2D 04A6M0 703CS0003CS0

620101 20000.00
LLA :
AE 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 70300003100
POP: 28 JAN 09 - 27 JAN 10

620202 (481900.02)
LLA :
AC 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 743100003100
POP: 01 APR 09 - 27 JAN 10

MOD 06 Funding 7905772.98
Cumulative Funding 26366997.34

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MOD 07

420302 N1703909RCB3189 500000.00
LLA :
AJ 1791804 11BS 251 47039 W 068892 2D CB3189 470399N0099Q

620301 N4703909RCB3189 15000.00
LLA :
AJ 1791804 11BS 251 47039 W 068892 2D CB3189 470399N0099Q

MOD 07 Funding 515000.00
Cumulative Funding 26881997.34

MOD 08

420501 212184.00
LLA :
AP 1701810 Q7IT 252 00039 0 050120 2D 000000 000000180371

MOD 08 Funding 212184.00
Cumulative Funding 27094181.34

MOD 09

420402 1311140316-0001 53726.00
LLA :
AL 1701804 5T6M 252 00039 0 050120 2D 000000 020000177396

420403 1311140316-0001 53726.00
LLA :
AK 1701804 5T6M 252 00039 0 050120 2D 000000 030000177396

420404 1311140316-0001 53727.00
LLA :
AM 1701804 5T6M 252 00039 0 050120 2D 000000 040000177396

430101 1311140316-0001 1176298.00
LLA :
BA 1701804 QFIT 252 00039 0 050120 2D 000000 000000177396

430102 1311140316-0001 322863.00
LLA :
BC 1701804 QFIT 252 00039 0 050120 2D 000000 000000177399

430103 1311140316-0001 45841.00
LLA :
BD 1701804 QFIT 252 00039 050120 2D 000000 010000177396

620402 1311140316-0001 4000.00
LLA :
AN 1701804 5T6M 252 00039 0 050120 2D 000000 050000177396

630101 1300140316-0001 43750.00
LLA :
BB 1701804 QFIT 252 00039 0 050120 2D 000000 000000177398

MOD 09 Funding 1753931.00
Cumulative Funding 28848112.34

MOD 10

420303 1300141874 146000.00
LLA :
AR 1710101804 11BS 251 47039 W 068892 2D CB4004 470390N0099Q

MOD 10 Funding 146000.00
Cumulative Funding 28994112.34

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MOD 11

420203 1300145767 369353.00
LLA :
BE 1701804 QFIT 252 00039 0 050120 2D 000000 A00000368330
CIN 130014576700001

420303 1300141874 288462.00
LLA :
AR 1710101804 11BS 251 47039 W 068892 2D CB4004 470390N0099Q

420402 1311140316-0001 16361.33
LLA :
AL 1701804 5T6M 252 00039 0 050120 2D 000000 020000177396

420403 1311140316-0001 16361.33
LLA :
AK 1701804 5T6M 252 00039 0 050120 2D 000000 030000177396

420404 1311140316-0001 16361.33
LLA :
AM 1701804 5T6M 252 00039 0 050120 2D 000000 040000177396

430101 1311140316-0001 1176298.00
LLA :
BA 1701804 QFIT 252 00039 0 050120 2D 000000 000000177396

430102 1311140316-0001 322863.00
LLA :
BC 1701804 QFIT 252 00039 0 050120 2D 000000 000000177399

430103 1311140316-0001 45841.00
LLA :
BD 1701804 QFIT 252 00039 050120 2D 000000 010000177396

430201 1300145767 4800000.00
LLA :
BE 1701804 QFIT 252 00039 0 050120 2D 000000 A00000368330
CIN 130014576700002

620402 1311140316-0001 3000.00
LLA :
AN 1701804 5T6M 252 00039 0 050120 2D 000000 050000177396

630101 1300140316-0001 43750.00
LLA :
BB 1701804 QFIT 252 00039 0 050120 2D 000000 000000177398

630201 1300145767 100000.00
LLA :
BE 1701804 QFIT 252 00039 0 050120 2D 000000 A00000368330
CIN 130014576700003

MOD 11 Funding 7198650.99
Cumulative Funding 36192763.33

MOD 12

420101 (708305.45)
LLA :
AD 1791804 5FIT 252 EA1NM 0 068342 2D OBSIT0 703000003000
POP 28 JAN 09 - 27 JAN 10

420501 (157373.36)
LLA :
AP 1701810 Q7IT 252 00039 0 050120 2D 000000 000000180371

430301 1300147783 222000.00
LLA :
BH 1710101804 11BS 251 47039 W 068892 2D CB4063 47039051NGNQ

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Standard Number: OCF DOC # N4703910RCB4063
CIN 130014778300001

MOD 12 Funding -643678.81
Cumulative Funding 35549084.52

MOD 13

420402 1311140316-0001 (55162.00)
LLA :
AL 1701804 5T6M 252 00039 0 050120 2D 000000 020000177396

420403 1311140316-0001 (55162.00)
LLA :
AK 1701804 5T6M 252 00039 0 050120 2D 000000 030000177396

420404 1311140316-0001 (55163.00)
LLA :
AM 1701804 5T6M 252 00039 0 050120 2D 000000 040000177396

430104 1300149745 465656.00
LLA :
BJ 1701804 QFIT 252 00039 0 050120 2D 000000 A00000395007

430105 1300149745 322863.00
LLA :
BK 1701804 QFIT 252 00039 0 050120 2D 000000 A20000395007

430106 1300149745 45752.00
LLA :
BL 1701804 QFIT 252 00039 0 050120 2D 000000 A30000395007

430302 1300147783-0001 1029208.53
LLA :
BS 1710101804 11BS 251 47039 W 068892 2D CB4004 470390N0099Q

430401 1300149787 55158.00
LLA :
BN 1701804 5T6M 252 00039 0 050120 2D 000000 A10000395285

430402 1300149787 55158.00
LLA :
BP 1701804 5T6M 252 00039 0 050120 2D 000000 A20000395285

430403 1300149787 55158.00
LLA :
BQ 1701804 5T6M 252 00039 0 050120 2D 000000 A30000395285

620402 1311140316-0001 (5000.00)
LLA :
AN 1701804 5T6M 252 00039 0 050120 2D 000000 050000177396

630102 1300149745 33750.00
LLA :
BM 1701804 QFIT 252 00039 0 050120 2D 000000 A10000395007

630401 1300149787 5000.00
LLA :
BR 1701804 5T6M 252 00039 0 050120 2D 000000 A00000395285

MOD 13 Funding 1897216.53
Cumulative Funding 37446301.05

MOD 14

430107 1300149745-0001 465656.00
LLA :
BJ 1701804 QFIT 252 00039 0 050120 2D 000000 A00000395007

430108 1300149745-0001 322863.00

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LLA :
BK 1701804 QFIT 252 00039 0 050120 2D 000000 A20000395007

430109 1300149745-0001 45751.00
LLA :
BL 1701804 QFIT 252 00039 0 050120 2D 000000 A30000395007

630103 1300149745-0001 33750.00
LLA :
BM 1701804 QFIT 252 00039 0 050120 2D 000000 A10000395007

MOD 14 Funding 868020.00
Cumulative Funding 38314321.05

MOD 15

430104 1300149745 465656.00
LLA :
BJ 1701804 QFIT 252 00039 0 050120 2D 000000 A00000395007

430105 1300149745 322863.00
LLA :
BK 1701804 QFIT 252 00039 0 050120 2D 000000 A20000395007

430106 1300149745 45751.00
LLA :
BL 1701804 QFIT 252 00039 0 050120 2D 000000 A30000395007

430107 1300149745-0001 (465656.00)
LLA :
BJ 1701804 QFIT 252 00039 0 050120 2D 000000 A00000395007

430108 1300149745-0001 (322863.00)
LLA :
BK 1701804 QFIT 252 00039 0 050120 2D 000000 A20000395007

430109 1300149745-0001 (45751.00)
LLA :
BL 1701804 QFIT 252 00039 0 050120 2D 000000 A30000395007

630102 1300149745 33750.00
LLA :
BM 1701804 QFIT 252 00039 0 050120 2D 000000 A10000395007

630103 1300149745-0001 (33750.00)
LLA :
BM 1701804 QFIT 252 00039 0 050120 2D 000000 A10000395007

MOD 15 Funding 0.00
Cumulative Funding 38314321.05

MOD 16

430202 1300145767-0001 4500000.00
LLA :
BE 1701804 QFIT 252 00039 0 050120 2D 000000 A00000368330
CIN 130014576700004

MOD 16 Funding 4500000.00
Cumulative Funding 42814321.05

MOD 17

430303 1300147783-0002 189800.00
LLA :
BH 1710101804 11BS 251 47039 W 068892 2D CB4063 47039051NGNQ
Standard Number: OCF DOC # N4703910RCB4063
CIN 130014778300003

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630301 1300147783-0002 200.00
 LLA :
 BH 1710101804 11BS 251 47039 W 068892 2D CB4063 47039051NGNQ
 Standard Number: OCF DOC # N4703910RCB4063
 CIN 130014778300004

MOD 17 Funding 190000.00
 Cumulative Funding 43004321.05

MOD 18

430203 1300145767-0002 4553000.00
 LLA :
 BE 1701804 QFIT 252 00039 0 050120 2D 000000 A00000368330
 CIN 130014576700005

430304 1300147783-0003 31037.00
 LLA :
 BT 1710101804 11BS 251 47039 W 068892 2D CB4112 COST CODE: 47039051NGNQ
 Standard Number: OCF DOC# N4703910RCB4112
 CIN 130014778300005

MOD 18 Funding 4584037.00
 Cumulative Funding 47588358.05

MOD 19

430404 1300140316-0004 9760.00
 LLA :
 AL 1701804 5T6M 252 00039 0 050120 2D 000000 020000177396
 CIN 130014031600019

630402 1300140316-0004 2525.27
 LLA :
 AN 1701804 5T6M 252 00039 0 050120 2D 000000 050000177396
 CIN 130014031600020

MOD 19 Funding 12285.27
 Cumulative Funding 47600643.32

MOD 20

430110 1300149745-0002 750000.00
 LLA :
 BJ 1701804 QFIT 252 00039 0 050120 2D 000000 A00000395007
 CIN 130014974500009

MOD 20 Funding 750000.00
 Cumulative Funding 48350643.32

MOD 21

430204 1300145767-0007 200000.00
 LLA :
 BE 1701804 QFIT 252 00039 0 050120 2D 000000 A00000368330
 CIN 130014576700007

430305 1300147783-0004 6000.00
 LLA :
 BT 1710101804 11BS 251 47039 W 068892 2D CB4112 COST CODE: 47039051NGNQ
 Standard Number: N4703910RCB4112
 CIN 130014778300006

630202 13001445767-0004 50000.00
 LLA :
 BE 1701804 QFIT 252 00039 0 050120 2D 000000 A00000368330
 CIN 130014576700008

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MOD 21 Funding 256000.00
Cumulative Funding 48606643.32

MOD 22

430205 130014767-0005 452606.00
LLA :
BE 1701804 QFIT 252 00039 0 050120 2D 000000 COST CODE: A00000368330
CIN 130014576700009

630203 1300145767-0005 20000.00
LLA :
BE 1701804 QFIT 252 00039 0 050120 2D 000000 COST CODE: A00000368330
CIN 130014576700010

MOD 22 Funding 472606.00
Cumulative Funding 49079249.32

MOD 23

430206 130082362 2300000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200001

MOD 23 Funding 2300000.00
Cumulative Funding 51379249.32

MOD 24

430207 1300182362-0001 200000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200002

630204 1001382362-0001 100000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200003

MOD 24 Funding 300000.00
Cumulative Funding 51679249.32

MOD 25

430208 1300182362-0002 1900000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200004

MOD 25 Funding 1900000.00
Cumulative Funding 53579249.32

MOD 26

430111 1300181705 465000.00
LLA :
BZ 1711804 5FIT 252 00039 0 050120 2D 000000 A00000591890
CIN 130018170500005

430112 1300181705 265242.00
LLA :
CE 1711804 5FIT 252 00039 0 050120 2D 000000 A4000591890
CIN 130018170500007

430113 1300181705 30561.00
LLA :

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CC 1711804 5FIT 252 00039 0 050120 2D 000000 A3000591890
CIN 130018170500008

630104 1300181705 30000.00
LLA :
CD 1711804 5FIT 252 00039 0 050120 2D 000000 A10000591890
CIN 130018170500006

MOD 26 Funding 790803.00
Cumulative Funding 54370052.32

MOD 27

430114 1300181705-0001 440000.00
LLA :
BZ 1711804 5FIT 252 00039 0 050120 2D 000000 A00000591890
CIN 130018170500009

MOD 27 Funding 440000.00
Cumulative Funding 54810052.32

MOD 28

430115 1300181705-0002 160000.00
LLA :
CA 97X0512 J05H 252 00052 0 068732 2D CB3DSS COST CODE: 4045515H029Q
CIN 130018170500010

MOD 28 Funding 160000.00
Cumulative Funding 54970052.32

MOD 29

440102 1300181705-0003 860000.00
LLA :
BZ 1711804 5FIT 252 00039 0 050120 2D 000000 A00000591890
CIN 130018170500011

440103 1300181705-0003 225000.00
LLA :
CB 1711804 5FIT 252 00039 0 050120 2D 000000 A20000591890
CIN 130018170500013

440104 1300181705-0003 109000.00
LLA :
CC 1711804 5FIT 252 00039 0 050120 2D 000000 A3000591890
CIN 130018170500014

440201 1300182362-0003 3770000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200005

640101 1300181705-0003 15000.00
LLA :
CD 1711804 5FIT 252 00039 0 050120 2D 000000 A10000591890
CIN 130018170500012

640201 1300182362-0003 30000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200006

MOD 29 Funding 5009000.00
Cumulative Funding 59979052.32

MOD 30

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440105 1300181705-0004 335000.00
 LLA :
 CA 97X0512 J05H 252 00052 0 068732 2D CB3DSS COST CODE: 4045515H029Q
 CIN 130018170500015

MOD 30 Funding 335000.00
 Cumulative Funding 60314052.32

MOD 31 Funding 0.00
 Cumulative Funding 60314052.32

MOD 32

440106 1300181705-0006 650000.00
 LLA :
 BZ 1711804 5FIT 252 00039 0 050120 2D 000000 A00000591890
 CIN 130018170500017

440107 1300181705-0006 200000.00
 LLA :
 CB 1711804 5FIT 252 00039 0 050120 2D 000000 A20000591890
 CIN 130018170500018

440108 1300181705-0006 101985.23
 LLA :
 CC 1711804 5FIT 252 00039 0 050120 2D 000000 A3000591890
 130018170500019

MOD 32 Funding 951985.23
 Cumulative Funding 61266037.55

MOD 33

430208 1300182362-0002 (365211.00)
 LLA :
 BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
 CIN 130018236200004

440201 1300182362-0003 365211.00
 LLA :
 BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
 CIN 130018236200005

440202 1300182362 900000.00
 LLA :
 BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
 CIN 130018236200007

630204 1001382362-0001 (35085.00)
 LLA :
 BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
 CIN 130018236200003

640201 1300182362-0003 35085.00
 LLA :
 BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
 CIN 130018236200006

MOD 33 Funding 900000.00
 Cumulative Funding 62166037.55

MOD 34

440109 1300181705-0007 227933.00
 LLA :
 BZ 1711804 5FIT 252 00039 0 050120 2D 000000 A00000591890
 CIN 130018170500020

440110 1300181705-0007 70245.00

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LLA :
CB 1711804 5FIT 252 00039 0 050120 2D 000000 A20000591890
CIN 130018170500022

440111 1300181705-0007 13350.00
LLA :
CC 1711804 5FIT 252 00039 0 050120 2D 000000 A3000591890
CIN 130018170500023

640102 13100181705-0007 3750.00
LLA :
CD 1711804 5FIT 252 00039 0 050120 2D 000000 A10000591890
CIN 1310018170500021

MOD 34 Funding 315278.00
Cumulative Funding 62481315.55

MOD 35

440203 1300182362-0005 515000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200008

MOD 35 Funding 515000.00
Cumulative Funding 62996315.55

MOD 36

440112 1300181705-0008 1719736.23
LLA :
BZ 1711804 5FIT 252 00039 0 050120 2D 000000 A00000591890
CIN 130018170500024

440113 1300181705-0008 550000.00
LLA :
CB 1711804 5FIT 252 00039 0 050120 2D 000000 A20000591890
CIN 130018170500026

440114 1300181705-0008 90229.00
LLA :
CC 1711804 5FIT 252 00039 0 050120 2D 000000 A3000591890
CIN 130018170500027

640103 1300181705-0008 40000.00
LLA :
CD 1711804 5FIT 252 00039 0 050120 2D 000000 A10000591890
CIN 130018170500025

MOD 36 Funding 2399965.23
Cumulative Funding 65396280.78

MOD 37

440204 1300182362-0006 4410000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200009

MOD 37 Funding 4410000.00
Cumulative Funding 69806280.78

MOD 38

440205 1300182362-0007 2003492.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200010

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MOD 38 Funding 2003492.00
Cumulative Funding 71809772.78

MOD 39

640202 1300182362-0008 55000.00
LLA :
CF 1711804 5FIT 252 00039 0 050120 2D 000000 A00000597722
CIN 130018236200011

MOD 39 Funding 55000.00
Cumulative Funding 71864772.78

MOD 40

440115 1300181705-0009 300000.00
LLA :
CG 1711804 12UN 252 31975 S 068892 2D C98015 319751S2598Q
CIN 130018170500028

MOD 40 Funding 300000.00
Cumulative Funding 72164772.78

MOD 41

440116 1300181705-0010 1167332.00
LLA :
BZ 1711804 5FIT 252 00039 0 050120 2D 000000 A00000591890
CIN 130018170500029

440117 1300181705-0010 303162.00
LLA :
CB 1711804 5FIT 252 00039 0 050120 2D 000000 A20000591890
CIN 130018170500030

440118 1300181705-0010 92199.00
LLA :
CC 1711804 5FIT 252 00039 0 050120 2D 000000 A3000591890
CIN 130018170500031

440119 1300218161 42163.00
LLA :
CH 1711804 5FIT 252 00039 0 050120 2D 000000 A00000828423
CIN 130021816100001

440206 1300182362-0009 5445548.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200012

640203 1300182362-0009 52466.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200013

MOD 41 Funding 7102870.00
Cumulative Funding 79267642.78

MOD 42

440120 1300218161-0001 77617.00
LLA :
CH 1711804 5FIT 252 00039 0 050120 2D 000000 A00000828423
CIN 130021816100002

MOD 42 Funding 77617.00

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Cumulative Funding 79345259.78

MOD 43

440206 1300182362-0009 (55000.00)
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00000597722
CIN 130018236200012

640104 1300182362-0010 55000.00
LLA :
BU 1711804 5FIT 252 00039 0 050120 2D 000000 A00000597722
CIN 130018236200013

MOD 43 Funding 0.00
Cumulative Funding 79345259.78

MOD 44 Funding 0.00
Cumulative Funding 79345259.78

MOD 45

640301 1300237577 4800.00
LLA :
CJ 1721804 12UN 252 31975 S 068892 2D C98003 COST CODE: 319752S2598Q
Standard Number: CIN 130023757700001
COST CODE: 319752S2598Q
AMOUNT: \$4,800.00
CIN 130023757700001: -\$2300

MOD 45 Funding 4800.00
Cumulative Funding 79350059.78

MOD 46

640301 1300237577 (2300.00)
LLA :
CJ 1721804 12UN 252 31975 S 068892 2D C98003 COST CODE: 319752S2598Q
Standard Number: CIN 130023757700001
COST CODE: 319752S2598Q
AMOUNT: \$4,800.00
CIN 130023757700001: -\$2300

MOD 46 Funding -2300.00
Cumulative Funding 79347759.78

MOD 47

4501 1300244521 5927409.96
LLA :
CK 1721804 5FIT 252 00039 0 050120 2D 000000 A00001017655
Standard Number: A00001017655
COST CODE: A00001017655
CIN 130024452100001: \$5,927,409.96

450201 1300244521 14072590.04
LLA :
CK 1721804 5FIT 252 00039 0 050120 2D 000000 A00001017655
Standard Number: 130024452100001
COST CODE: A00001017655
CIN 130024452100001: \$14,072,590.04

650101 1300244521 165000.00
LLA :

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CL 1721804 5FIT 252 00039 0 050120 2D 000000 A10001017655
Standard Number: 130024452100002
COST CODE: A10001017655
CIN 130024452100002: \$165,000.00

650201 1300244521 10000.00
LLA :
CL 1721804 5FIT 252 00039 0 050120 2D 000000 A10001017655
Standard Number: 130024452100002:
COST CODE: A10001017655
CIN 130024452100002: \$10,000.00

MOD 47 Funding 20175000.00
Cumulative Funding 99522759.78

MOD 48

450202 1300244833 1865000.00
LLA :
CM 1721804 5FIT 252 00039 0 050120 2D 000000 A00001020631
Standard Number: 130024483300001
COST CODE: A00001020631
CIN 130024483300001: \$1,865,000.00

650202 1300244833 15000.00
LLA :
CN 1721804 5FIT 252 00039 0 050120 2D 000000 A10001020631
Standard Number: 130024483300002
COST CODE: A10001020631
CIN 130024483300002: \$15,000.00

MOD 48 Funding 1880000.00
Cumulative Funding 101402759.78

MOD 49 Funding 0.00
Cumulative Funding 101402759.78

MOD 50

450203 1300244521-0001 3168909.00
LLA :
CP 1721804 5FIT 252 00039 0 050120 2D 000000 A00001017655
Standard Number: 130024452100003
COST CODE: A00001017655
CIN 130024452100003: \$3,168,909.00

650203 1300244521-0001 31091.00
LLA :
CQ 1721804 5FIT 252 00039 0 050120 2D 000000 A10001017655
Standard Number: 130024452100004
COST CODE: A10001017655
CIN 130024452100004: \$31,091.00

MOD 50 Funding 3200000.00
Cumulative Funding 104602759.78

MOD 51

450204 1300244521-0002 569691.05
LLA :
CR 1721804 12UN 252 31975 S 068892 2D C98018 319752S2598Q
Standard Number: 130024452100005
COST CODE: 319752S2598Q

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CIN 130024452100005: \$569,691.05

650204 1300244521-0002 22548.70
 LLA :
 CR 1721804 12UN 252 31975 S 068892 2D C98018
 Standard Number: 130024452100006
 COST CODE: 319752S2598Q
 CIN 130024452100006: \$22,548.70

MOD 51 Funding 592239.75
 Cumulative Funding 105194999.53

MOD 52

640301 1300237577 (2500.00)
 LLA :
 CJ 1721804 12UN 252 31975 S 068892 2D C98003 COST CODE: 319752S2598Q
 Standard Number: CIN 130023757700001
 COST CODE: 319752S2598Q
 CIN 130023757700001: -\$2500

MOD 52 Funding -2500.00
 Cumulative Funding 105192499.53

MOD 53

460101 1300327872 3000000.00
 LLA :
 CS 1731804 5FIT 252 00039 0 050120 2D 000000 A30001567744
 Standard Number: 130032787200001
 COST CODE: A30001567744
 CIN 130032787200001: \$3,000,000.00

660301 1300327872 15000.00
 LLA :
 CT 1731804 5FIT 252 00039 0 050120 2D 000000 A20001567744
 Standard Number: 130032787200002
 COST CODE: A20001567744
 CIN 130032787200002: \$15,000.00

MOD 53 Funding 3015000.00
 Cumulative Funding 108207499.53

MOD 54

460102 1300330401 240000.00
 LLA :
 CU 1731804 12UN 252 31975 S 068892 2D C98004 319753S2598Q
 Standard Number: 130033040100001
 COST CODE: 319753S2598Q
 CIN 130033040100001: \$240,000.00

MOD 54 Funding 240000.00
 Cumulative Funding 108447499.53

MOD 55

420404 1300140316-0005 (4497.23)
 LLA :
 AM 1701804 5T6M 252 00039 0 050120 2D 000000 040000177396
 Standard Number: 040000177396

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Amount: 14,925.33
(4,497.23)
New Total: \$10,428.10

430404 1300140316-0005 (4059.43)
LLA :
AL 1701804 5T6M 252 00039 0 050120 2D 000000 020000177396
Standard Number: 130014031600019
CIN 130014031600019
Amount: \$9,760.00
Amount: (\$4,059.43)
New total: \$5,700.57

630402 1300140316-0005 (690.78)
LLA :
AN 1701804 5T6M 252 00039 0 050120 2D 000000 050000177396
Standard Number: 130014031600020
CIN 130014031600020
Amount: \$2,525.27
(690.78)
New Total: \$1,834.49

MOD 55 Funding -9247.44
Cumulative Funding 108438252.09

MOD 56

460103 1300332244 280000.00
LLA :
CV 1731804 5FIT 252 00039 0 050120 2D 000000 A00001596581
Standard Number: 130033224400001
COST CODE: A00001596581
CIN 130033224400001: \$280,000.00

MOD 56 Funding 280000.00
Cumulative Funding 108718252.09

MOD 57

460102 1300330401-0001 41000.00
LLA :
CU 1731804 12UN 252 31975 S 068892 2D C98004 319753S2598Q
Standard Number: 130033040100001
COST CODE: 319753S2598Q
CIN 130033040100001: \$240,000.00
CIN 130033040100002: \$41,000.00

MOD 57 Funding 41000.00
Cumulative Funding 108759252.09

MOD 58

460201 1300327872-0001 1382852.00
LLA :
CW 1731804 5FIT 252 00039 0 050120 2D 000000 A30001567744
Standard Number: 130032787200003
COST CODE: A30001567744
CIN 130032787200003: \$1,382,852.00

660301 1300327872-0001 12000.00
LLA :
CT 1731804 5FIT 252 00039 0 050120 2D 000000 A20001567744
Standard Number: 130032787200002
COST CODE: A20001567744
CIN 130032787200002: \$15,000.00
CIN 130032787200004: \$12,000.00

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MOD 58 Funding 1394852.00
Cumulative Funding 110154104.09

MOD 59

460102 1300330401-0002 153000.00
LLA :
CU 1731804 12UN 252 31975 S 068892 2D C98004 319753S2598Q
Standard Number: 130033040100001
COST CODE: 319753S2598Q
CIN 130033040100001: \$240,000.00
CIN 130033040100002: \$41,000.00
CIN 130033040100003: \$153,000.00

MOD 59 Funding 153000.00
Cumulative Funding 110307104.09

MOD 60

460104 1300341470 123000.00
LLA :
CX 1731106 BSS1 252 67854 067443 2D M95450 3RCFR82310AN
Standard Number: 130034147000001
COST CODE: 3RCFR82310AN
CIN 130034147000001: \$123,000.00

MOD 60 Funding 123000.00
Cumulative Funding 110430104.09

MOD 61

450204 1300244521-0003 (21057.10)
LLA :
CR 1721804 12UN 252 31975 S 068892 2D C98018 319752S2598Q
Standard Number: 130024452100005
COST CODE: 319752S2598Q
CIN 130024452100005: \$569,691.05
Pull Back Funding -(21,057.10)

650204 1300244521-0003 (22548.70)
LLA :
CR 1721804 12UN 252 31975 S 068892 2D C98018
Standard Number: 130024452100006
COST CODE: 319752S2598Q
CIN 130024452100006: \$22,548.70
De-Obligate all funding -(22,548.70)

MOD 61 Funding -43605.80
Cumulative Funding 110386498.29

MOD 62

460103 1300332244-0001 535000.00
LLA :
CV 1731804 5FIT 252 00039 0 050120 2D 000000 A00001596581
Standard Number: 130033224400001
COST CODE: A00001596581
CIN 130033224400001: \$280,000.00
CIN 130033224400002: \$535,000.00

MOD 62 Funding 535000.00
Cumulative Funding 110921498.29

MOD 63

460102 1300330401-0003 114000.00

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LLA :
CU 1731804 12UN 252 31975 S 068892 2D C98004 319753S2598Q
Standard Number: 130033040100001
COST CODE: 319753S2598Q
CIN 130033040100001: \$240,000.00
CIN 130033040100002: \$41,000.00
CIN 130033040100003: \$153,000.00
CIN 130033040100004: \$114,000.00

460201 1300327872-0002 2735000.00
LLA :
CW 1731804 5FIT 252 00039 0 050120 2D 000000 A30001567744
Standard Number: 130032787200003
COST CODE: A30001567744
CIN 130032787200003: \$1,382,852.00
CIN 130032787200005: \$2,735,000.00

660301 1300327872-0002 13000.00
LLA :
CT 1731804 5FIT 252 00039 0 050120 2D 000000 A20001567744
Standard Number: 130032787200002
COST CODE: A20001567744
CIN 130032787200002: \$15,000.00
CIN 130032787200004: \$12,000.00
CIN 130032787200006: \$13,000.00

MOD 63 Funding 2862000.00
Cumulative Funding 113783498.29

MOD 64

460202 1300330401-0004 586000.00
LLA :
CU 1731804 12UN 252 31975 S 068892 2D C98004 319753S2598Q
Standard Number: 130033040100005
COST CODE: 319753S2598Q
CIN 130033040100005: \$586,000.00

MOD 64 Funding 586000.00
Cumulative Funding 114369498.29

MOD 65

660302 1300332244 3500.00
LLA :
CV 1731804 5FIT 252 00039 0 050120 2D 000000 A00001596581
Standard Number: CIN 00003

MOD 65 Funding 3500.00
Cumulative Funding 114372998.29

MOD 66

460201 1300327872-0003 3500000.00
LLA :
CW 1731804 5FIT 252 00039 0 050120 2D 000000 A30001567744
Standard Number: 130032787200003
COST CODE: A30001567744
CIN 130032787200003: \$1,382,852.00
CIN 130032787200005: \$2,735,000.00
CIN 130032787200007: \$3,500,000.00

660301 1300327872-0003 55000.00
LLA :
CT 1731804 5FIT 252 00039 0 050120 2D 000000 A20001567744
Standard Number: 130032787200002
COST CODE: A20001567744
CIN 130032787200002: \$15,000.00
CIN 130032787200004: \$12,000.00

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CIN 130032787200006: \$13,000.00
CIN 130032787200008: \$55,000.00

MOD 66 Funding 3555000.00
Cumulative Funding 117927998.29

MOD 67 Funding 0.00
Cumulative Funding 117927998.29

MOD 68

660303 1300332244-0003 10500.00
LLA :
CY 1731804 5FIT 252 00039 0 050120 2D 000000 A00001596581
Standard Number: 130033224400004
COST CODE: A00001596581
CIN 130033224400004: \$10,500.00

MOD 68 Funding 10500.00
Cumulative Funding 117938498.29

MOD 69 Funding 0.00
Cumulative Funding 117938498.29

MOD 70

460201 1300327872-0004 7095900.00
LLA :
CW 1731804 5FIT 252 00039 0 050120 2D 000000 A30001567744
Standard Number: 130032787200003
COST CODE: A30001567744
CIN 130032787200003: \$1,382,852.00
CIN 130032787200005: \$2,735,000.00
CIN 130032787200007: \$3,500,000.00
CIN 130032787200009: \$7,095,900.00

660301 1300327872-0004 29100.00
LLA :
CT 1731804 5FIT 252 00039 0 050120 2D 000000 A20001567744
Standard Number: 130032787200002
COST CODE: A20001567744
CIN 130032787200002: \$15,000.00
CIN 130032787200004: \$12,000.00
CIN 130032787200006: \$13,000.00
CIN 130032787200008: \$55,000.00
CIN 130032787200010: \$29,100.00

MOD 70 Funding 7125000.00
Cumulative Funding 125063498.29

MOD 71

660304 1300332244-004 10000.00
LLA :
CZ 1731804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00001596581
CIN 130033224400005

MOD 71 Funding 10000.00
Cumulative Funding 125073498.29

MOD 72

460105 130332244-0005 28723.00
LLA :
DB 1731804 5FIT 252 00039 0 050120 2D 000000 COST CODE: A00001596581
CIN 130033224400006

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460106 1300341470-0001 47000.00

LLA :

DC 1731106 BSS1 252 67854 067443 2D M95450 COST CODE: 3RCFR82310AN

CIN 130034147000002

460203 1300330401-0005 500000.00

LLA :

DA 1731804 12UN 252 31975 S 068892 2D C98004 COST CODE: 319753S2598Q

CIN 130033040100006

MOD 72 Funding 575723.00

Cumulative Funding 125649221.29

MOD 73

460204 1300327872-0005 1505000.00

LLA :

DD 1731804 5FIT 252 00039 0 050120 2D 000000 A30001567744

CIN 130032787200011

660305 1300327872-0005 10000.00

LLA :

DE 1731804 5FIT 252 00039 0 050120 2D 000000 A20001567744

CIN 130032787200012

660306 1300341470-0002 1860.00

LLA :

DF 1731106 BSS1 252 67854 067443 2D M95450 COST CODE: 3RCFR82310AN

CIN 130034147000003

MOD 73 Funding 1516860.00

Cumulative Funding 127166081.29

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SECTION H SPECIAL CONTRACT REQUIREMENTS

H-1 SEGREGATION OF COSTS (DEC 2003) (5252.232-9206)

(a) The Contractor agrees to segregate costs incurred under this task order at the lowest level of performance, either task or subtask, rather than on a total task order basis, and to submit invoices reflecting costs incurred at that level. Invoices shall contain summaries of work charged during the period covered, as well as overall cumulative summaries by labor category for all work invoiced to date, by line item, task or subtask.

(b) Where multiple lines of accounting are present, the ACRN preceding the accounting citation will be found in attached Financial Accounting Data (FAD) sheet. Payment of Contractor invoices shall be accomplished only by charging the ACRN that corresponds to the work invoiced.

(c) Except when payment requests are submitted electronically as specified in the clause at DFARS 252.232-7003, Electronic Submission of Payment Requests, one copy of each invoice or voucher will be provided, at the time of submission to DCAA, to the Task Order Manager.

H-2 DATA RIGHTS

The Data Rights clause in the basic contract is invoked for this task order.

H-3 CONTRACTOR PICTURE BADGE (DEC 1999) (SPAWAR H-323)

(a) A contractor picture badge may be issued to contractor personnel by the SPAWARSSYSCOM Security Office upon receipt of a valid visit request from the Contractor and a picture badge request from the COR. A list of personnel requiring picture badges must be provided to the COR to verify that the contract or delivery/task order authorizes performance at SPAWARSSYSCOM prior to completion of the picture badge request.

(b) An automobile decal will be issued by SPAWARSSYSCOM Security Office upon presentation of a valid contractor picture badge and the completion of the Badge and Decal Record.

(c) The contractor assumes full responsibility for the proper use of the identification badge and automobile decal, and shall be responsible for the return of the badge and/or destruction of the automobile decal upon termination of personnel or expiration or completion of the contract.

(d) At the completion of the contract, the contractor shall forward to SPAWARSSYSCOM Security Office a list of all unreturned badges with a written explanation of any missing badges.

H-4 CONTRACTOR IDENTIFICATION (DEC 1999) (SPAWAR H-355)

(a) Contractor employees must be clearly identifiable while on Government property by wearing appropriate badges.

(b) Contractor employees are required to clearly identify themselves and the company they work for whenever making contact with Government personnel by telephone or other electronic means.

H-5 LIMITED RELEASE OF CONTRACTOR CONFIDENTIAL BUSINESS INFORMATION (CBI) (NOV 2003) (SPAWAR H-359)

(a) Definition.

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“Confidential business information,” as used in this clause, is defined as all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, compilations, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures, programs, or codes, whether tangible or intangible, and whether or how stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing if -- (1) the owner thereof has taken reasonable measures to keep such information secret, and (2) the information derives independent economic value, actual or potential from not being generally known to, and not being readily ascertainable through proper means by, the public. Confidential business information may include technical data as that term is defined in DFARS §§ 252.227-7013(a)(14), 252.227-7015(a)(4), and 252.227-7018(a)(19). It may also include computer software as that term is defined in DFARS §§ 252.227-7014(a)(4) and 252.227-7018(a)(4).

(b) The Space and Naval Warfare Systems Command (SPAWAR) may release to individuals employed by SPAWAR support contractors and their subcontractors confidential business information submitted by the contractor or its subcontractors pursuant to the provisions of this contract. Business information that would ordinarily be entitled to confidential treatment may be included in the information released to these individuals. Accordingly, by submission of a proposal or execution of this contract, the offeror or contractor and its subcontractors consent to a limited release of its confidential business information.

(c) Circumstances where SPAWAR may release the contractor’s or subcontractors’ confidential business information include the following:

(1) To other SPAWAR contractors and subcontractors, and their employees tasked with assisting SPAWAR in handling and processing information and documents in the administration of SPAWAR contracts, such as file room management and contract closeout.

(2) To SPAWAR contractors and subcontractors, and their employees tasked with assisting SPAWAR in accounting support services, including access to cost-reimbursement vouchers.

(3) To SPAWAR contractors and subcontractors, and their employees tasked with assisting SPAWAR in crafting performance work statements, assisting with the evaluation of task order cost/technical proposals and assembling performance metrics information.

(d) SPAWAR recognizes its obligation to protect the contractor and its subcontractors from competitive harm that could result from the release of such information. SPAWAR will permit the limited release of confidential business information under paragraphs (c)(1), (c)(2) and (c)(3) only under the following conditions:

(1) SPAWAR determines that access is required by other SPAWAR contractors and their subcontractors to perform the tasks described in paragraphs (c)(1), (c)(2) and (c)(3),

(2) Access to confidential business information is restricted to individuals with a bona fide need to possess,

(3) Contractors, their subcontractors, and their employees who are granted access to confidential business information have signed an appropriate non-disclosure agreement requiring them to provide the same level of protection to confidential business information that would be provided by SPAWAR employees,

(4) Contractors and their subcontractors having access to confidential business information have agreed under their contract or a separate corporate non-disclosure agreement to provide the same

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level of protection to confidential business information that would be provided by SPAWAR employees, and

(5) SPAWAR contractors and their subcontractors performing the tasks described in paragraphs (c)(1), (c)(2) or (c)(3) have agreed under their contract or a separate non-disclosure agreement to not use confidential business information for any purpose other than performing the tasks described in paragraphs (c)(1), (c)(2) and (c)(3).

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

(f) If SPAWAR satisfies the conditions listed in paragraph (d), the contractor and its subcontractors agree to indemnify and hold harmless the Government, its agents, and employees from every claim or liability, including attorneys fees, court costs, and expenses, arising out of, or in any way related to, the misuse or unauthorized modification, reproduction, release, display, or disclosure of confidential business information provided by the contractor to the Government.

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

H-6 RELEASE OF PLANNING, PROGRAMMING, AND BUDGETING SYSTEM (PPBS) DATA

(a) As defined in this clause, "Planning, Programming and Budgeting System (PPBS) data" includes, but is not limited to, one or more of the following:

- (1) Planning phase.
- (2) Defense Planning Guidance.
- (3) Programming Phase.
- (4) Fiscal Guidance (when separate from Defense Planning guidance).
- (5) Program Objective Memoranda.
- (6) Port Defense Program (formerly FYDP) documents (POM Defense Program, Procurement Annex, RTD&E Annex).
- (7) Program review Proposals.
- (8) Issue Papers (also referred to as Major Issue Papers, Tier II Issue Papers, Cover Briefs).
- (9) Proposed Military Department Program Reductions (or Program Offsets).
- (10) Tentative Issue Decision Memoranda.
- (11) Program Decision Memoranda.
- (12) Budgeting Phase.
- (13) Defense Program (formerly FYDP) documents for September Budget Estimate Submission and President's Budget Estimate submission including Procurement, RTD&E and Construction Annexes).
- (14) Classified P1, R1 and C1.
- (15) Program Budget Decisions and Defense Management Report Decisions.

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(16) Reports Generated by the Automated Budget Review System (BRS).

(17) DD 1414 Base for Reprogramming.

(18) DD 1416 Report of Programs.

(19) Contract Award Reports.

(20) Congressional Data Sheets.

(21) Any other data or information identified by the Government as PPBS data or information.

This definition includes all such documentation (whether published or unpublished), and equivalent published or unpublished PPBS data in whatever form produced and maintained by any service component.

(b) The Contractor hereby agrees that it will not divulge any Planning, Programming and Budgeting System (PPBS) data made available to it under this contract to any individual (including other members of the contractor's organization), company or Government representative, unless specific written authorization is received from the Contracting Officer. The Contractor also agrees that it will promptly notify the Contracting Officer of any attempt by any individual (including other members of the contractor's organization), company or Government representative to gain access to such PPBS data. Such notification shall include the name and organization, if available, of the individual (including other member's of the contractor's organization), company or Government representative.

(c) In the event the Contractor, or any of its employees, agents, or subcontractors (or their employees, agents or subcontractors), fail to comply with the provisions of this clause, such noncompliance shall be deemed a material breach of the contract for which the Government reserves the right to avail itself of any or all of the following remedies:

(1) Terminate the contract for default in accordance with FAR § 52.249-6 ("Termination (Cost-Reimbursement)")(SEP 1996) or FAR § 52.249-8 ("Default (Fixed-Price Supply and Service")

(2) Include a discussion of such failure to comply with this clause in any evaluation by the Government of the Contractor's performance of this contract created pursuant to FAR 42.15.

(3) resort to such other rights and remedies as provided for under this contract and under Federal law.

Waiver of such rights by the Government for noncompliance shall not be construed as waiver for any successive noncompliance.

(d) Any subcontractor who is granted access to PPBS data shall be subject to the restrictions stated in subparagraphs (a) through (e) above. The Contractor shall notify the subcontractor that it is so subject. The Contractor agrees that the requirements of this clause shall be inserted in all subcontracts such that the restriction on disclosure of PPBS data shall apply to all subcontractors at any tier.

H-7 TECHNICAL INSTRUCTIONS

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

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

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

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

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

H-8 ORGANIZATIONAL CONFLICT OF INTEREST

The Organizational Conflict of Interest clause in the contractor's basic SeaPort IDIQ contract is incorporated in this task order by reference.

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SECTION I CONTRACT CLAUSES

I-1 OPTION TO EXTEND THE TERM OF THE CONTRACT (FAR 52.217-9) (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor on or before the expiration of the task order; 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 contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five (5) years.

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SECTION J LIST OF ATTACHMENTS

Attachment No. 1 - Cost Summary Format

Attachment No. 2 - Support Cost Data

Attachment No. 3 - Labor Hour Summary

Attachment No. 4 - Labor Category Descriptions

Attachment No. 5 - Resume Format w/ position requiring resumes

Attachment No. 6 - Relevant Experience Form

Attachment No. 7 - NMCI Organizational Charts

Attachment No. 8 - NGEN Organizational Chart

Attachment No. 9 - NGEN SPO Organizational Chart

Attachment No. 10 - Performance Work Statement

Attachment No. 11 - CDRLs MSR

Attachment No. 11a - QMSR excel attachment

Attachment No. 11b - Reference Prefixes and Global WBS

Attachment No. 11c - CDRL Ref and PM WBS Map

Attachment 12 - Contract Security Classification Specification (DD254)

Attachment 13 - Award FAD

Attachment 14 - FAD Mod 01

Attachment 15 - FAD Mod 03

Attachment 16 - FAD Mod 04

Attachment 17 - FAD Mod 05

Attachment 18a - Quarterly Status Manpower Report(CDRL)

Attachment 18b - Quarterly Status manpower Report(Excel)

SEAPORT

Performance Work Statement

Navy/Marine Corps Intranet (NMCI)

and

Next Generation Enterprise Network (NGEN)

Program Office Support Services

Captain Scott Weller
PMW-200 Program Manager

Captain Timothy Holland
PMW-210 Program Manager

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2.0 Background

3.0 Scope

4.0 Applicable Directives

5.0 Performance Requirements

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5.2 Financial Management Support

5.3 Procuring Contracting Office Support

5.4 Administrative and Operational Support

5.5 Public Affairs Support

5.6 BRAC Support

6.0 Deliverables

7.0 Government Furnished Equipment

8.0 Security

9.0 Best Practices

10.0 Technical Point of Contact

SEAPORT Performance Work Statement

Navy/Marine Corps Intranet (NMCI) and Next Generation Enterprise Network (NGEN) Program Office Support Services

1.0 INTRODUCTION

The Program Manager (PM) for the Navy Marine Corps Intranet (NMCI), PMW-200, the Program Manager for the Next Generation Enterprise Network (NGEN), PMW 210, and the NGEN System Program Office are acquiring Program Management, Financial Management, Procuring Contracting Officer, Administrative, Public Affairs Office, and BRAC services in support of the NMCI and NGEN program offices and the NGEN SPO. The PM NMCI is responsible for all services provided by the Navy and Marine Corps Intranet (NMCI) while PM NGEN is responsible for the transition of the services provided under NMCI to the services that will be delivered under NGEN at Initial Operating Capability (IOC), and in planning for long term support and new requirements planning in support of Full Operating Capability (FOC) and beyond. The NGEN SPO coordinates, as an Assistant Chief of Naval Operations (ACNO), continued service for existing shore and garrison networks, supports consolidation of legacy networks, and directs the transition of NGEN while providing implementation oversight to enable enhanced capabilities within the future Naval Network Environment.

2.0 BACKGROUND

NMCI: The Navy Marine Corps Intranet NMCI, including BLII and One-Net, is a comprehensive, enterprise-wide initiative that provides a full range of network-based information services available to Sailors and Marines for day-to-day activities and in time of war. NMCI provides the Navy and Marine Corps secure universal access to integrated voice, video and data communications. It affords pier-side connectivity to Navy vessels in port, and links more than 360,000 desktops worldwide.

NGEN: The Next Generation Enterprise Network (NGEN) will provide continuation of NMCI services and migration to NGEN services consistent with the approved NGEN Requirements Document, version 2.0, and referred to as Block 1 requirements that are consistent with the Initial Operating Capabilities (IOC) at NMCI completion.

3.0 SCOPE

The scope of this effort is to obtain Program Management, Financial Management, Procuring Contracting Officer, Administrative, Public Affairs Office, and BRAC support services in support of NGEN, NMCI, and the NGEN SPO, as described in Section 5.0. These task areas will support the following four objectives:

1. Fully assimilate and sustain NMCI until NGEN reaches IOC
2. Transition NMCI services to NGEN
3. Support the sustainment of and upgrade of the NGEN Block 1 environment
4. Support planning for the development of NGEN Block 2

The primary place of performance shall be on-site at the PM NMCI and PM NGEN facilities located in Arlington VA. A secondary place of performance shall be at the Space and Naval Warfare Systems Command (SPAWARSSYSCOM) headquartered in San Diego, and Naval Network Warfare Command (NNWC) headquartered at Norfolk VA.

4.0 APPLICABLE DIRECTIVES

The Contractor shall adhere to the following documents in accordance with paragraph 5.0, Performance Requirements:			
Document Type	No./Version	Title	Date
Code of Federal Regulation	Title 48, Vol 1	Federal Acquisition Regulation	Current Version
Code of Federal Regulation	Title 48, Vol 2	Defense Federal Acquisition Regulation Supplement	Current Version
Contract	N00024-00-D-6000	Navy Marine Corps Intranet (NMCI)	01-Nov-00
DoD	7000.14-R	DoD Financial Management Regulation	Current Version
United States Code	31 USC 1301(a)	Money and Finance	Current Version
United States Code	31 USC 1502(a)	Money and Finance	Current Version
United States Code	31 USC 1517	Money and Finance	Current Version
JFTR	Vol 1	DoD Uniformed Service Travel	Current Version
Navy Regulation	NAVSO P-1000	DoN Financial Management Policy Manual	Current Version
Joint Regulation	JTR	DoD Civilian Personnel Travel	Current Version
OMB Circular	A-11	Preparation, Submission and Execution of the Budget	16-Jul-04
DOD Directive	4630.5	Interoperability and Supportability of Information Technology (IT) and National Security Systems (NSS)	5/5/2004
DOD Directive	5000.1	Defense Acquisition System	10/23/2000

DODI	5000.2	Program Management	05/12/03
DOD Directive	8500.1	Information Assurance	10/24/2002
SPAWARINST	7720.4C	Policy and responsibilities for SPAWAR Cost Estimating and Analysis Division	02 Aug 2004
DoD Manual	5000.4-M	DoD Manual Cost Analysis Guidance and Procedures	Dec 1992
DoD Directive	5000.1	The Defense Acquisition System	12 May 2003
DoDI	5000.2	The Operation of the Defense System	12 May 2003
SECNAVINST	5000.2C	Implementation of the Operation of the Defense Acquisition System and the Joint Capabilities Integration and Development System	19 Nov 2003
DoD Guide		DoD Earned Value Management Implementation Guide	03 Oct 1997
DoD Manual		DoD Contractor Cost Data Reporting Manual	16 Apr 1999
SPAWARINST	5000.19C	Earned Value Management Requirements for SPAWAR Contracts and Task Statement	20 Jul 2001
Memorandum	3960 Ser PEO C4I/301	Policy for Major Program Reviews	17 Nov 2003
SECNAVINST	5420	(Draft) Department of the Navy Cost Analysis Improvement Group (DON CAIG)	08 Apr 2004

5.0 PERFORMANCE REQUIREMENTS

The Contractor shall perform the following tasks in accomplishing the requirements of this contract.

5.1 Program Management (All section 5.1 tasks and subtasks O&MN funded)

5.1. The Contractor shall provide support to the Program Office in performing program management functions including Project Management, Project schedules, Project reports, Quality control, Program Management Tools, Training, report analysis, decision documentation, metrics and spreadsheets support, management analysis, performance plans, performance management support, trend analysis, IMS support, liaison support, risk assessment and management support, and existing intellectual property and infrastructure inventory support.

5.1.1. Project Management Data. The Contractor shall provide management support services to assist in the development, preparation, maintenance, review and distribution of project management data inclusive of: (1) executed contract documents; (2) Work Breakdown Structures (WBS), (3) project schedules, (4) metrics/special reports and supporting documentation, (5) Plans of Action and Milestones (POA&Ms) and (6) acquisition and program documentation. The Contractor shall process management data within 24 hours of receipt, updating project files. Contract files shall be provided within four hours of receipt of an authorized request.

5.1.2. Draft Project Schedule. The Contractor shall develop draft project schedules as required to be used to develop and track cost, schedule and performance risk. The Contractor shall update the project schedules as necessary to reflect project tasks and delivery schedules. The Contractor shall submit the draft project schedule within 10 workdays after contract award to the Technical Point of Contact (TPOC) for review and approval.

5.1.3. Project Status Reports. The Contractor shall submit project status reports on a bi-weekly basis. Reports shall be submitted to the TPOC, be free of errors and submitted in the format specified by the requestor.

5.1.4. Quality Control Procedures. The Contractor shall analyze Program Quality Control procedures and provide written recommendations for improvements.

5.1.5. Management Tools. The Contractor shall evaluate Program management tools and provide recommendations to increase program management efficiencies.

5.1.6. Organizational Training. The Contractor shall provide organizational training to program personnel in the establishment of new processes and procedures necessary for successful implementation of new automated tool sets. The Contractor shall submit the training agenda to the Program Manager for approval no later than thirty days prior to the scheduled training. The Contractor shall publish the approved agenda and schedule no later than fourteen (14) days prior to the training, and notify all interested parties electronically.

5.1.7. Program Management Analysis Reports. The Contractor shall prepare project management analysis reports including current project status in response to external or

internal data calls. Reports shall be prepared and submitted on an ad hoc basis as necessary or directed to support the Program Office.

5.1.8. Decision Documentation Process. The Contractor shall support the development and coordination of the acquisition and milestone decision documentation process. The Contractor shall assist in preparation, maintenance, analysis, review, delivery and tracking of acquisition documentation. The Contractor shall prepare and submit DRAFT acquisition documentation required to meet the program acquisition milestones within the required schedule. In addition, the Contractor shall establish and/or maintain electronic and paper libraries of all program documentation and briefs. During this coordination, the Contractor shall document all coordination efforts in Contractor format and submit detailed weekly progress reports to the requester. The Contractor shall make special note of potential delays affecting the project and recommend ways to eliminate the delays.

5.1.9. Representative Support. The Contractor shall support the Program Manager's representatives with on-going acquisition, production, transition and integration efforts at working group meetings, Integrated Product Teams (IPT) sessions, in-process reviews, and other meetings as assigned. The Contractor shall attend working group meetings, IPT sessions, in-process reviews, and other meetings, prepare meeting materials and briefs as assigned by the Program Office. The Contractor shall analyze meeting information summarizing programmatic impacts within four days of the meeting, in accordance with the requestor's format.

5.1.10. Organizational Metrics. The Contractor shall prepare and maintain organizational metrics (e.g. balanced scorecard). The Contractor shall prepare and maintain metrics in the form or format as assigned by the requestor and be available for ad hoc data calls within the timeframe assigned by the customer.

5.1.11. Contract Information Databases/Spreadsheets. The Contractor shall establish, maintain, modify and update contract information databases/spreadsheets to support program requirements. This task includes data entry, problem resolution, use of formulas and other data/statistical analysis tools including graphs, pivot charts, and custom reports. The Contractor shall assist in the establishment of interfaces, client connectivity, and use of the supporting database. The information database shall be current, complete, and meet the schedule dates assigned by the requestor. The Contractor shall correct database errors within 24 hours of notification.

5.1.12. Performance Management Analysis. The Contractor shall provide performance management analysis and assessments to the PM IPT Lead and other key decision makers within the Program Office. Contractor analysis shall be submitted in the approved format and within the requested schedule as assigned.

5.1.13. Program Performance Plan. The Contractor shall support the creation of a program performance plan. The Contractor shall provide analysis and reporting in response to external mandates and requirements on performance management. The

Contractor shall review, research and make recommendations as assigned to ensure the program performance plan satisfies Program requirements.

5.1.14. Successful Performance Management Support. The Contractor shall provide reports, analysis, and products for the Program Office to support successful performance management. The Contractor shall collect data through customer satisfaction surveys and SLA monthly data reports to create program performance management products. The Contractor shall provide subject matter expertise analysis regarding Validation and Verification (V&V) efforts and ad-hoc briefings for the Program Office. The Contractor shall prepare necessary materials for the requested analyses, reports, briefings and products. Contractor prepared management products shall improve performance management oversight and reporting.

5.1.15. Trend Analysis. The Contractor shall perform monthly trend analysis on performance metrics, including SLA and non-SLA metrics as assigned.

5.1.16. Subject Matter Expertise. The Contractor shall provide subject matter expertise to develop support briefings related to performance management and for analysis to PCO and other Program efforts. Contractor prepared briefings and analyses shall be submitted within the requested timeframe.

5.1.17. Lessons Learned File. The Contractor shall maintain an enterprise lessons learned file regarding performance management, including creation of performance metrics and management of performance metrics processes. The Contractor shall create and submit suggested updates to the lessons learned file at least quarterly for review and approval.

5.1.18 Integrated Master Schedule.

5.1.18.1 The Contractor shall support the IMS Project Lead. Specifically, the Contractor shall be prepared to develop and/or maintain a single, fully resourced baseline IMS for the Program Office capable of representing linkages and dependencies among multiple working groups. The Contractor shall also identify critical path activities and milestones for the IMS.

5.1.18.2 The Contractor shall maintain the IMS in an automated tool of choice. The Contractor shall monitor the current IMS process on a bi-weekly basis, and recommend improvements as appropriate.

5.1.18.3 The Contractor shall liaison with functional groups to identify and communicate issues impacting the schedule to the Program Office. The Contractor shall update the IMS weekly with inputs from the IMS leads from the various teams and VPs. The Contractor shall provide 1) a printed copy of the IMS every other week as directed, and 2) a weekly status report to the Program Manager's primary POC (Project Task Lead) and Program IPT Leads detailing the following information:

- Key activities of the past week; key activities of the current week and any open action items or administrative issues
- Milestones occurring in the next 90 days
- Tasks on the IMS that should be ongoing to support the IMS
- Start and end dates of IMS tasks
- Assessment of the cause of delays or missed milestones
- Identification of the affected dependencies of missed milestones and the impact of delay

5.1.18.4 The Contractor shall update and prepare schedule (IMS) reports suitable for inclusion in quarterly reports to PEO-EIS and other external organizations as directed.

5.1.19 Risk Assessment. The Contractor shall assist the Program Office in implementing a consolidated Risk Management Process (RMP) to collect and analyze all risks to the Program. The identified risks and developed mitigation plans will then be presented to the Program Office to assist in management of the program. The Contractor shall develop the RMP program plan, develop the processes to implement the RMP across all aspects of the Program, and implement the tools to manage the RMP at the PM level.

5.1.19.1 The Contractor shall provide annual Risk Management training to members of the Program staff, and any Program Prime Contractor senior staff based on the RMP. Training shall include an overview of the RMP, processes, reports and use of all RMP tools. Materials shall be provided for approval by the technical point of contact.

5.1.19.2 The Contractor shall review and recommend updates to the Risk Management Plan and implementation of the RM database. The Contractor shall collect and consolidate all risk statements and mitigation plans into the single Risk Management Database. The Contractor shall review the RMP database and update it weekly.

5.1.19.3 The Contractor shall generate a weekly report for presentation to the Program Manager and IPT leads. The report shall provide the status of all existing High and Medium risks and mitigation plans as provided by the risk owner. Additionally, the report shall list all risks that have mitigation plans with target past due implementation dates.

5.1.19.4 The Contractor shall update and prepare risk reports suitable for inclusion in quarterly reports to PEO-EIS and other external organizations as directed.

5.1.19.5 NMCI Infrastructure and Intellectual Property Efforts: The Government may appraise NMCI Contractor Proprietary Software, NMCI Contractor Owned Infrastructure or Other Intellectual Property for which the Government has an option to acquire for continued use after termination or expiration of the NMCI contract. The Contractor shall assist the Government with analysis of NMCI contractor asset inventory databases for both Infrastructure and Intellectual Property, including examination, asset inventory and verification of records. The Contractor shall assist the Government with appraisals of any assets in which the Government may choose to acquire and assist with the development of strategies to acquire any assets from the NMCI contract. The contractor

shall assist the Government in maintaining a database that can be used to transfer any asset inventory information into the Government's DPAS System.

5.2 Financial Management (All section 5.2 tasks and subtasks O&MN funded)

5.2. The Contractor shall provide support to the Program Office in performing financial management and financial execution functions including spend plan development, requirements development, Budget Exhibit preparation, and financial execution metrics tracking and reporting. The Contractor shall respond to internal and external data calls, and prepare financial execution documents as assigned. The Contractor shall be collocated with the Program Office, and shall interface with other Navy and Marine Corps activities in support of Program execution. Required Financial Management tasks include:

5.2.1. Execution Tracking and Metrics Reporting. The Contractor shall perform the following tasks as they relate to Execution Tracking and Metrics Reporting:

5.2.1.1. The Contractor shall provide execution of funding documents using accounting program tracking systems Standard Reporting System (STARS), SPAWAR's Financial Management Information System (FMIS) and other tools to prepare reports for reporting requirements. The Contractor shall maintain execution and out year and price year spend plans to track the status of funds, obligations and expenditures and ensure performance metrics (e.g., Financial Management & Budget (FMB) Benchmarks, Program Manager Performance targets) are being met and deviations to the plan are captured. The Contractor shall process funding requests within 24 hours of receipt and provide tracking reports within two (2) workdays of request. The Contractor shall document and report deviations to the Program Manager within 24 hours of discovery.

5.2.1.2. The Contractor shall provide initial execution data, analysis and updates in support of mid-year execution and program reviews. On an annual basis, the Contractor shall prepare midyear exhibits and justification(s) and perform related program review analysis and documentation within the time required to support scheduled deadlines. Documentation shall be prepared in accordance with the midyear execution and program reviews standards cited in the SPAWAR Business and Financial Manager's Manual referenced in Section 4.0.

5.2.1.3. The Contractor shall populate and maintain "real time data" in corporate financial databases, e.g., Financial Management Information Systems (FMIS) 2000, Intranet Resource Allocation Planning Systems (IRAPS), and System Applications and Products (SAP). The Contractor shall perform database entry as required to support program of record schedules, usually within 24 hours of receipt.

5.2.1.4. The Contractor shall support initial preparation and updates to execution data calls as required by the Program Office, Resource Sponsors, SPAWAR Comptroller, SPAWAR BRM, Congress, Office of the Secretary of Defense (OSD), and FMB. The

Contractor shall support the Program Business & Financial Manager in the preparation and submission of the following: Program Office Monthly Status Briefs, weekly Financial Updates, Travel Status Reports, monthly Cost of War Execution Status Reports (if applicable), bi-weekly Financial Data Reconciliation Report (STARS vs. FMIS2000), annual obligation phasing plans, weekly funding document log updates, and annual task planning sheets. The Contractor shall prepare responses to execute initial, revised, and final data calls within the time requested to support schedule deadlines and in accordance with the customer requested data call standard.

5.2.1.5. The Contractor shall prepare and provide updates to tri-annual reviews and outstanding commitments data calls. The Contractor shall prepare initial, revised and final data calls within the time required to support scheduled deadlines. Updates shall be in accordance with standards prescribed by the customer.

5.2.1.6. The Contractor shall track and analyze execution data. The Contractor shall prepare both initial and revised initiation, commitment, obligation, and expenditure reports within the time required to meet program schedule deadlines and in accordance with customer standards.

5.2.1.7. The Contractor shall prepare and maintain initial and revised current execution spend plans as prescribed by the customer's reporting requirements for prior year, execution year and future years. The Contractor shall maintain up-to-date spend plans for all programs that reflect the most recent information reviewed and approved by the Program Manager or designated representative. Spend plans shall be maintained in accordance with time and format requirements prescribed by the customer.

5.2.1.8. The Contractor shall assist in the planning, preparation and organization of Activity Task Planning Sheets (TPS) and Funding Documents. Activity Task Planning Sheets and Funding Documents shall be prepared and maintained within the timeframe required by the customer, in accordance with the SPAWAR Financial Manager's Manual.

5.2.1.9. The Contractor shall prepare ad hoc financial reports on an as-required basis. Ad hoc reports shall be provided to the requester within the timeframe assigned and format requested by the customer.

5.2.2. Budget Process Support/Budget Exhibit Preparation. The Contractor shall perform the following tasks as they relate to Budget Process Support/Budget Exhibit Preparation:

5.2.2.1. The Contractor shall provide initial budgetary products and updates to draft and existing President's/Office of the Secretary of Defense (OSD)/FMB budget exhibits for all applicable appropriations. The Contractor shall prepare initial, draft, and final President's/OSD/FMB budget exhibits within the time required to support Program Office's schedule. Budget exhibits shall include all special exhibits and the Department of Navy, Chief Information Officer (DoN CIO) Information Technology (IT) budget, including the Exhibit 300, Capital Asset Plan and Business Case. The Contractor shall meet accuracy, timeliness and quality requirements of the customer. Documentation shall

be prepared in accordance with Section 4.0 directives and submitted to the requestor as required to ensure proper Financial Management.

5.2.2.2. The Contractor shall update budget controls tracks and Executive Controls Summary in accordance with standard formats provided by the requestor (FMB, OSD, and President's Budget). The Contractor shall provide accurate data and follow PEO EIS and Program Office guidance within the time frame required to support budget submissions 98% of the time. Correction of errors and revisions shall be published one (1) day after the change is identified.

5.2.2.3. The Contractor shall generate, update and draft up to twenty budgetary reclaims, impact statements, and final issue papers per budget cycle. The Contractor shall prepare initial, draft, and final versions in accordance with FMB, OSD, SPAWAR, and Program Office budget guidance within the time frame required to support the Program Office's schedule.

5.2.2.4. The Contractor shall prepare up to twenty annual initial, revised and final issue papers in accordance with FMB, OSD SPAWAR and Program Office guidance and within the assigned schedule to support Program Office.

5.2.2.5. The Contractor shall support initial preparation and updates to budget data calls as required by Resource Sponsors, SPAWAR Comptroller, SPAWAR BRM, Congress, OSD, and FMB. The Contractor shall prepare responses to initial, revised and final budgetary data calls, within the time required to support schedule deadlines and in the requested format.

5.2.2.6. The Contractor shall support the Program Office by responding to budget review questions in response to the FMB, OSD, and PB budget submissions; what-if drills, up to ten times annually; Congressional Plus-Up release papers up to four times annually; responding to Congressional Requests for Information (RFI) up to five times annually; and preparing program status briefings to higher authority up to two times monthly. The Contractor shall complete budget support within the assigned timeframe to meet the technical and quality requirements assigned by the requestor.

5.2.3. Program Objective Memorandum (POM)/Program Review (PR). The Contractor shall perform the following tasks as they relate to POM and PR:

5.2.3.1. The Contractor shall assist the Program Office with the development and justification of financial requirements. The Contractor shall assist in prioritization of requirements and shall analyze those requirements against projected funding, both funded and unfunded. The Contractor shall submit the results in the requested format and within the customer's assigned schedule.

5.2.3.2. The Contractor shall assist in the preparation and maintenance of POM/PR exhibits including POM/PR briefing packages. The Contractor shall compile, maintain, update and track POM/PR data and documentation through the budget cycle. POM/PR

briefing packages, POM/PR Executive Summary and backup documentation shall be prepared in accordance with the POM/PR exhibit standard within the time required to support the Program Office and PEO schedules.

5.2.3.3. The Contractor shall support the Department of the Navy POM/PR process, including Sponsor Program Proposals (SPP) preparation and “what-if” scenarios for all appropriations. POM/PR submissions include the gathering, consolidation, and validation of requirements from all associated organizations to support government preparation of current and out-year spend plans. All information compiled to support the POM/PR process shall be provided to the requestor within the timeframe assigned for POM/PR submission in the format prescribed by the requestor.

5.2.4. Contracts Support. The contractor shall assist the government in conducting contracting activities in executing the current fiscal year spend plan for the Program Office and its associated programs. This task shall include the following activities:

5.2.4.1. The Contractor shall prepare, coordinate and manage required pre/post award acquisition documentation, to include Delivery Order and Task Order documentation.

5.2.4.2. The Contractor shall review, prepare, coordinate and close out delivery orders for those requirements received from PMs and authorized organizations.

5.2.4.3. The Contractor shall compile all required documentation to produce a delivery order requirements package and submit the package to the Government representative for validation and approval.

5.2.4.4. The Contractor shall ensure acquisition documentation files are complete, properly audited and closed out.

5.2.4.5. The Contractor shall conduct purchasing support for acquisitions with emphasis on FAR Part 8, 12, and 13 procedures.

5.2.4.6. The Contractor shall identify contracts that may be used by the Program users to fulfill contract requirements, to include points of contact, telephone numbers, synopsis of scope, term, and URLs if documents are accessible via the web.

5.2.4.7. The Contractor shall perform document reviews. The Contractor shall review regulations, policies, contract and solicitation documents, prepare and present synopses of these documents, and conduct IT contract related studies and analyses leading to recommended process improvement.

5.2.4.8. The Contractor shall assist in Contract Administration and conduct post-award contracting tasks. These tasks include but are not limited to:

- Review of contract deliverables to ensure they are compliant and complete.

- Maintaining delivery, task order and contract files, Task Order COR files, and Contract Surveillance Report files.
- Assistance with processing change orders and Equipment Change Proposal actions.
- Creation, update and maintenance of all contract publications, to include User Guides, Contract Management Plans and tools.
- Conduct Market Research and price analysis.
- Tracking deliveries, invoices and payments.
- Assistance with award fee monitoring, tracking, and administration.
- Performing activities in support of contract closeouts, to include tracking submission of and preparation of acceptance documents.
- Coordination with contract support organizations to accomplish assigned duties.
- Establish and maintain order files and backup documentation in electronic form.

5.2.4.9. The Contractor shall provide requirements generation and contract support for formal negotiated contract acquisitions to NMCI/NGEN and supported PM and project offices with respect to new acquisitions and ongoing contract actions.

5.2.5. Contractor will provide metrics/reports that are routine (set format and periodicity) and ad hoc in nature. The source data will be derived from NMCI Enterprise Information Technology Service Management System (EITSMS) databases and formatted, as defined for each deliverable, to effectively support contracting processes and strategies.

Metrics/reporting is generally accomplished with, but not limited to, Microsoft query tools and desktop productivity tools (Access, Excel, etc.).

5.3 Procuring Contracting Officer Support (PCO) Support (All section 5.3 tasks and subtasks O&MN funded)

5.3 The Contractor shall provide support to the Program Office in performing Procuring Contracting Officer management and execution functions including Seat Ordering and Seat Service Support, Advisory Services, Budgetary Support, Acquisition and Acquisition Documentation Support, Contract Management Support, Contract Policy Support, Source Selection Support, RAP Tool Support, Intranet Management Support, Taxonomy Support, and Metric Support.

5.3.1. Seat Ordering Process. The Contractor shall support the Program Office with the management of annual Contract Seat Service Orders for all Navy and Marine Corps claimants/major commands. The specific actions associated with this include providing metrics, providing customer support and tracking orders. The Contractor shall manually track and analyze seat orders to assess contract minimums and delivery schedule compliance.

5.3.1.1. The Contractor shall track and report de-obligated seat service status reports on an as required basis. The Contractor shall provide updated metrics for discontinued seat service within four hours of request and provide performance metrics for the requirements management meetings and for reporting to senior leaders. The Contractor

shall track de-obligations and assist in assessing the amount of funds should be withheld to cover annual contract minimums.

5.3.1.2. The Contractor shall maintain a daily worksheet of Enterprise Seat Services ordering data, drawing data from the ordering tool to provide daily updated information on enterprise seat orders and respond to data calls. The Contractor shall advise the Program Office on as-required basis on seat order data captured from the ordering system. The Contractor shall update the spreadsheet at least once each week, at the start of the day to ensure data provided is up to date. The Contractor shall correct worksheet data errors within two hours of notification.

5.3.2. Advisory Services. The Contractor shall perform the following tasks as they relate to Advisory Services:

5.3.2.1. The Contractor shall provide financial and programmatic advisory services to the Program Office. The Contractor shall be available daily to support emergent requirements and issues. The Contractor shall be responsible for researching and providing timely responses to financial inquiries. All documentation shall be free of errors and delivered to the Program Office required to ensure proper Financial Management.

5.3.2.2. The Contractor shall provide budget documentation in support of data calls issued by the Program Office BFM, expenditure information for the PCO travel budget, preparation of budget task sheets and other data to support the Contracts Directorate portion of the FMIS system. The Contractor shall respond to requests for information and documentation within one (1) workday. The Contractor shall submit documentation in the proper format, as specified by the requestor.

5.3.3. PCO Team Support. The Contractor shall provide acquisition support to the Program Office PCO team with resolution of DoN acquisition related issues. This support shall include technical cost estimating to enhance the PCO's ability to effectively negotiate un-priced CLIN items providing ordering assistance, etc. Elements of this support shall include researching, developing and managing required documentation needed to support becoming a Program of Records, ACAT Designation and contract competition/re-competition.

5.3.3.1. The Contractor shall provide project plan documentation and status reports that support Acquisition and Re-competition Strategy. The Contractor shall maintain a database of existing and new contract requirements to include the statements(s) of work, data requirements, performance measurement requirements and other solicitation or contract requirements. The Contractor shall assist IPT member with accessing and using the database. The Contractor shall assist in writing solicitations and contract documents for DON review and approval.

5.3.3.2. The Contractor shall assist the PCO team with the resolution of emergent contracting issues including tracking, management and negotiation of un-priced CLIN items, Enterprise order processing and invoicing issues,. The Contractor shall provide

expert management assistance to the PCO as requested to provide proper administration and management of the all contract(s). The Contractor shall provide analysis, industry standard prices and negotiation positions for CLIN items; review and submit recommendations for invoicing issues; and provide research and suggestions for ordering tool operations and training, within the assigned timeframe.

5.3.3.3. The Contractor shall provide the PCO team with contracting policy guidance, including the ability to address levels common to the Defense Acquisition Workforce Improvement Act (DAWIA) Level Three. The Contractor shall research and provide the requested policy guidance, updates to policy documents and suggestions within the required timeframes and schedules. The Contractor shall summarize all activity assistance to the PCO in the monthly report and identify any outstanding issues.

5.3.3.4. The Contractor shall attend meetings, conferences, and facilities teleconferences and briefs as assigned by the PCO. The Contractor shall prepare all necessary materials for these events, and submit them to the PCO in sufficient time to allow review and correction. The Contractor shall submit meeting minutes to the PCO team within four days on the meeting.

5.3.3.5. The Contractor shall assist the PCO in the analysis and implementation of a source selection tool. The Contractor shall also assist in the selection and implementation of a source selection facility which may be used for an uncertain amount of time ranging from a few months to a few years.

5.3.4. RAP Tool. The Contractor shall perform the following tasks as they relate to the RAP Tool or its successor:

5.3.4.1. The Contractor shall support and maintain the Requirements to Award Process Tool (RAP Tool) used to gather and document user requirements. The Contractor shall enter new data within 24 hours of receipt with 90% accuracy. The Contractor shall make requested corrections within 4 hours of notification. The Contractor shall participate in routine reviews of RAP actions and maintain current status of all active requirements.

5.3.4.2. The Contractor shall retrieve data and format required weekly and monthly metrics reports from the RAP Tool. Standard reports shall be generated and submitted on time as required, and the Contractor shall respond to ad-hoc requests for information within 24 hours of an authorized request in the format requested. The Contractor shall participate in weekly RAP Tool meetings to assist in the oversight of user requirements.

5.3.4.3. The Contractor shall document submit and track to resolution, RAP system changes and maintenance issues. The Contractor shall note RAP issue resolution progress in the monthly report. The Contractor will provide user support in a timely manner and will analyze requests to increase efficiency and functionality in the RAP tool. The Contractor shall assist in the integration of the RAP tool with an enterprise ordering or management tool.

5.3.5. Intranet Management. The Contractor shall assist the Program Office with managing the intellectual capital associated with the Program. The Contractor shall develop and maintain a Procuring Contracting Officer (PCO) community of interest on the designated portal. The portal shall be used to maintain/control project documentation (to include version control and workflow), track action items, and track milestones via a project calendar as follows:

5.3.5.1. The Contractor shall develop taxonomy for the PCO intranet community. The Contractor's draft taxonomy shall be submitted for review according to the approved project schedule and in the PCO's format. The Contractor shall correct and submit the final taxonomy as directed by the PCO. The Contractor shall populate and maintain content for the Program Office intranet community once it is established. The Contractor shall update the portal content as assigned by the PCO. Content shall be approved for posting by the PCO, properly formatted, and without errors.

5.3.5.2. The Contractor shall develop an automated metric capability system to assist with monitoring contract minimums. The automated system shall track/coordinate and analyze information available from a demand mode land ordering tools, and provide the PCO with formatted reports and queries necessary for PCO management of contract minimum status. The Contractor shall properly document the system and provide a users handbook. The Contractor shall develop the automated system using standard software and deliver and implement the system as required in the approved project schedule. The Contractor shall deliver the automatic metric capability system, to include all data rights and source code for the system.

5.3.5.3. The Contractor shall develop and maintain a repository of Frequently Asked Questions (FAQs) that can be posted to a public web site and/or used in press kits. The FAQs shall be delivered as required by the approved project schedule and updated at least monthly.

5.3.5.4. The Contractor shall maintain an electronic contract file for the PCO. The Contractor shall update the electronic contract file within one (1) workday of modification, task order, or contract award. The Contractor shall assist in disseminating contract modifications, conforming the contract, as well as other administrative support, and will assist in establishing new CLINS in the ordering tools.

5.3.6. Customer Advocate. The Contractor shall assist the PCO and work with Claimants/Major Commands users to support the CARS initiative. Specifically, the Contractor will assist with tasks related to the shutdown of Legacy networks. The Contractor shall help define customer needs and assist in solution identification and requirements definition. The Contractor will work with the program office to ensure that new and migrated services are delivered on time and meet the customer's expectations. The Contractor will work with the project teams supporting the CARS effort to ensure any outstanding tasks are completed. The Contractor shall analyze data related to legacy networks using management tools such as Dual Desktop Reduction (DDR), PRISM, and

CARS tools to ensure customer needs are clearly identified and assist in tracking the status of legacy network reduction.

5.4 Administrative and Operational Support (All section 5.4 tasks and subtasks O&MN funded)

The Contractor shall create and maintain a Program Operating Guide (POG) which describes the administrative and operational procedures of the Program Office. The Contractor shall provide the following administrative and operational support services to the Program Office:

5.4.1. Document Tracking. The Contractor shall track all document due dates, sending out tickler notices no later than two days before the documents are due. The Contractor shall follow-up on all tickler notices on the day the document is due to ensure due dates are met. The date the document is received by the Contractor shall be documented in the tickler file.

5.4.2. Program Office Documentation. The Contractor shall be responsible for the collection, organization, filing and retrieval of all Program Office documentation, including reports, correspondence, messages, meeting minutes, memos and all other incidental documentation associated with official business. All documentation shall be promptly filed in accordance with Secretary of the Navy Instruction (SECNAVINST) 5210.11 or local procedures as appropriate.

5.4.3. Calendar. The Contractor shall maintain up to date, accurate Program Office appointment, office, and conference calendars as required.

5.4.3.1. The Contractor shall maintain and update appointment calendars for the Program Manager and Deputy Program Manager (DPM) and show all pertinent commitments including travel, meetings, vacation, and action due dates as appropriate. Calendars shall be updated within 30 minutes of notification of an event as directed by the authorized individual.

5.4.3.2. The Contractor shall maintain and update the Program Office's event calendar as assigned. The calendar shall show all events, major program and project due dates, and other significant activities as directed. The office calendar shall be updated within 30 minutes of notification as directed by authorized authority.

5.4.3.3. The Contractor shall maintain assigned Program Office conference room calendars, and shall serve as the single point of contact authorized to schedule and reserve assigned conference rooms. Conference room calendars shall be updated immediately upon receipt of an authorized request.

5.4.4. Administrative Data Calls. The Contractor shall support the gathering of inputs for Program Office administrative data calls, drafting responses and revising data call responses reviewed by the DPM and/or PM. These data calls typically include requests

for information related to the administrative operation of the Program Office and related requests for information related to metrics, compliance with standards and/or personnel standards reporting related to administration of the Program Office. The Contractor shall gather and collate the requested data as assigned.

5.4.5. Clerical Support. The Contractor shall perform a variety of advanced clerical duties to assist with the proper management of Program Office. These duties include use of the advanced features in the provided software to perform data and statistical analysis of information and the ability to transform this information into spreadsheets, graphs, pivot charts and other output within the time constraints specified by the requestor.

5.4.6. Meeting Minutes. The Contractor shall take meeting minutes as assigned by the meeting planner. The meeting minutes shall be typed in the proper format and distributed to appropriate personnel as designated by Program Manager. Meeting minutes shall be 99% accurate and submitted within the required time.

5.4.7. Mail. The Contractor shall receive, open, review and route Program Office mail. Mail shall be identified as action and non-action as appropriate, and routed to the appropriate individual no later than 0800 each working day.

5.4.8. Shipping. The Contractor shall prepare outgoing correspondence and documents for mailing, including proper addressing and postage. The Contractor shall prepare the mailing container, as necessary, including properly packaging and marking classified material for mailing as directed, in accordance with current DOD and Navy requirements. Envelopes and mailing labels shall be prepared in accordance with postal regulations and the Standard Navy Distribution List (SNDL). The Contractor shall research and confirm the proper address before mailing. Addresses shall be 100% accurate, and include the proper return address.

5.4.9. Route Slips. The Contractor shall prepare route slips for all action correspondence, annotate the correspondence control log, and file the route slips by close of business on the day received.

5.4.10. Suspense Files. The Contractor shall monitor correspondence suspense files, updating them as correspondence is processed, and notify the appropriate program office of overdue action items, and prepare a weekly tickler for routing to the appropriate offices on Thursday at 1300.

5.4.11. Serialized Correspondence. The Contractor shall maintain a master list of serialized Program Office correspondence, including serial number, subject and date. The Contractor shall provide sequential serial numbers as requested. This list shall be kept current at all times, with 100% accuracy, and available at a common location for easy access.

5.4.12. Correspondence Tracking. The Contractor shall create a method that supports document tracking that monitors progress through the routing chain. A document shall be able to be located within 15 minutes to the current signatory.

5.4.13. Correspondence File. The Contractor shall maintain the Program Office correspondence file. The file shall be reviewed quarterly and purged of obsolete documents. When necessary the Contractor shall prepare required destruction certificates and deliver the documents to the authorized destruction Contractor, or destroy and certify destruction as necessary.

5.4.14. Classified Material Security Related Measures and Controls. The Contractor shall provide administrative support for managing all Program Office classified materials implementing security related measures and controls in accordance with Program Executive Office (PEO) and SPAWARSSCOM policies and procedures for managing classified material. The Contractor shall login/logout all classified materials inventory and maintain the files of classified material. The Contractor shall route classified material within the Program Office or to other activities as requested. The Contractor shall monitor the use of Program Office classified material, ensure that any classified material are properly handled and stored within the Program Office and ensure that at the end of the business day any classified material is properly secured. The Contractor shall comply with all security regulations and instructions concerning handling and storage of classified material under their control.

5.4.15. Classified E-mail and Material Receipt and Transmission via Secret Internet Protocol Router Network (SIPRNET). The Contractor shall provide administrative support for centralized Program Office SIPRNET e-mail address and access to SIPRNET site Internet Service Providers. The contractor shall support classified materials transmission, receipt and access to SIPRNET sites in support of Program Office as requested. The Contractor shall access and monitor the SIPRNET/ Nonsecure Internet Protocol Router Network (NIPRNET) e-mail account at a minimum of three times daily, on normal business days. These times shall be prior to 0800, between 1100 and 1400 and between 1600 and 1730. E-mail traffic for the Program Manager shall be received, copied, summarized and routed to the appropriate personnel within one hour. The Contractor shall route classified material within the Program Office or to other activities as requested. The Contractor shall comply with all security regulations and instructions concerning handling and storage of classified material under their control.

5.4.16. Travel Planning. The Contractor shall schedule and coordinate official Program Office travel plans, including arranging transportation, lodging, and rental car reservations as requested and within the assigned timeframe required by the requestor. Travel arrangements shall be accurate and conform to the current Joint Travel Regulation. When finalized, the Contractor shall furnish both a paper and electronic travel itinerary to the requestor.

5.4.17. Travel Vouchers. The Contractor shall prepare travel vouchers for government Program Office staff. This includes reviewing travel vouchers and identifying errors to

the traveler, if necessary. Errors are to be reported immediately to the appropriate staff as directed by Program Office. Vouchers shall be prepared in accordance with the current Joint Travel Regulation.

5.4.18. Message Reception/Routing. The Contractor shall access and monitor the SIPRNET/NIPRNET site at a minimum of three times daily, on normal business days. These times shall be prior to 0800, between 1100 and 1400, and between 1600 and 1730. Message traffic for Program Manager shall be received, copied, summarized and routed to the appropriate personnel within one hour. If requested, the Contractor shall monitor the SIPRNET/NIPRNET for urgent message traffic, and receive and route such traffic to the recipient within 15 minutes. The Contractor shall provide message reception and routing support after normal working hours (1730) if directed by proper authority.

5.4.19. Message Drafting. The Contractor shall draft messages based on verbal or written input, into proper Navy message format for release. The draft message shall be free of spelling, grammatical and syntax errors, and checked for appropriate Plain Language Addresses (PLADs) and returned to the requestor for authorized release. If necessary, the Contractor shall revise the message as indicated from verbal or written comments, and release the message when authorized. Routine messages shall be prepared for release within a half-day of the request. Revisions shall be made within one hour. Priority message traffic and above shall be prepared and released within the shortest practical time, not to exceed 30 minutes. The Contractor shall provide message-drafting support after normal working hours (1730) if directed by proper authority.

5.4.20. AIG List. The Contractor shall maintain a current Address Indicating Group (AIG) listing for the Program Office and a current list of personnel authorized to pickup and release messages. The Contractor shall make requested changes to the listing within one hour of request.

5.4.21. Message File. The Contractor shall file a copy of all outgoing and incoming messages in date time group order. Messages shall be properly filed on the day of receipt.

5.4.22. Maintain assigned equipment. The Contractor staff shall ensure all office printers, copier, and facsimile machine are stocked with toner and paper as necessary, clear paper jams and empty the classified shredder as necessary. When required, the Contractor staff shall call for office equipment repair and support services.

5.4.23. Maintain a safe working environment. The Contractor staff shall monitor the Program Office workspaces and remove excess or discarded materials from the workspace and place these materials in the proper trash or recycle container.

5.4.24. Administrative supplies. The Contractor staff shall ensure that administrative supplies are inventoried and maintained at adequate levels, issue supplies to the office personnel. The Contractor shall prepare and present the government ordering person a required supplies list on a monthly basis, or sooner if necessary and assist in ordering and restocking of the supplies.

5.4.25. Administrative Operating Policies and Procedures. The Contractor shall develop, implement and maintain administrative operating policies, process flow charts and procedures used to support administrative functions of the Program Office. All administrative procedures and processes shall be documented, including the management of official correspondence, messages, travel, and official presentations by Program Office and individual program of record. The Contractor shall maintain a desk book of all operating procedures and processes used to support all administrative functions. The Contractor shall review and validate/update procedures semi-annually, in January and June of each year.

5.4.26. Meeting Support. The Contractor shall provide technical and planning support for meetings, conferences and working groups. This support shall include coordination of the meetings, drafting meeting agendas, setup and operation of Video Teleconferencing (VTC) equipment and other audio-visual equipment, taking meeting minutes, and finalizing and distributing those minutes as directed within the schedule established by the requestor. The Contractor shall coordinate special events, meetings, conferences, and work groups. The Contractor shall take minutes, notify participants, provide agendas, directions, and arrange for appropriate equipment/services. The arrangements shall be made in accordance with the procedures and schedule set by the requestor.

5.4.26.1. The Contractor shall coordinate special events, meetings, conferences, and work groups. The Contractor shall take minutes, notify participants, provide agendas, directions, and arrange for appropriate equipment/services. The arrangements shall be made in accordance with the procedures and schedule set by the requestor.

5.4.27 Graphics, Briefings and Multimedia Presentations. The Contractor shall support the Program Office and Contracts Directorate staff with the preparation and development of graphics, briefings and multimedia presentations. Preparation shall include creating illustrations, diagrams, and charts, as directed by designated personnel. Material shall be prepared in the format specified by the requestor, free of errors, and submitted within requested schedule 85% of the time.

5.4.28. Research and Surveys. The Contractor shall research, conduct surveys and compile statistics necessary to prepare reports, correspondence, messages and memoranda within the timeframe required by the requestor. Background research and surveys shall be coordinated in such a manner as to minimize disruption within the office, while ensuring the proper information is gathered and compiled in order to meet the required schedule.

5.4.29. Facilities Support. The Contractor shall develop facilities plans, in coordination with the Program/Project office staff, and assist in the reorganization of office facilities as required and approved by the Program Manager.

5.4.30. New Business Practices. The Contractor shall explore and make recommendations for implementation of new business practices across the organization, and coordinate efforts to integrate new procedures and processes.

5.5. Public Affairs Office Support (PAO) (All section 5.5 tasks and subtasks O&MN funded)

5.5.1 Strategic Communications and Branding. The Contractor shall develop, design and coordinate public relations campaigns and materials to promote the Program. The Contractor shall work with the PEO-EIS PAO and Program Office PAO to plan and coordinate all aspects of strategic communication planning.

5.5.1.1 The Contractor shall each year, assist with the development, update and implementation the Program Office Communications Strategic Plan including: Media Relations, Public Affairs, Stakeholder Engagement, Branding and Internal Communications.

5.5.1.2 The Contractor shall define short and long-term Program Office Communications goals, recommending programs and activities to meet those goals.

5.5.1.3 The Contractor shall set the strategic direction for engaging media, End Users and Congress in coordination with PEO-EIS PAO, Program Office PAO and Program Office senior leadership.

5.5.1.4 The Contractor shall evaluate and analyze program results and present recommendations to senior leadership for changes in Program Office communications

5.5.1.5 The Contractor shall develop and implement Program branding strategies to increase awareness in both internal and external audiences.

5.5.2 Media Relations. The Contractor shall develop a media relations plan that addresses media opportunities to proactively respond to emerging newsworthy issues. The Contractor shall establish and maintain ongoing personal relationships with key media and continuously ensure a presence in the marketplace. All media relation activities will be in conjunction with the Program Office PAO and the Contractor shall never act as, or speak on behalf of the U.S. Navy or the Program Office.

5.5.2.1 The Contractor shall proactively identify media opportunities to generate ongoing news about the organization, its mission and its leaders.

5.5.2.2 The Contractor shall build and maintain relationships with key journalists.

5.5.2.3 The Contractor shall successfully place stories and opinion editorials in a variety of national and local print media.

5.5.2.4 The Contractor shall schedule spokespersons for media interviews.

5.5.2.5 The Contractor shall clip pertinent articles and manage databases and archives of stories printed of interest to the Program Office. In addition the Contractor is required to keep abreast of articles in the press that are of interest to the Program Office and provide daily synopsis via email to Program Office leadership. When requested by the Program Office PAO or by leadership, the Contractor shall research historical files and provide analysis to support media relations.

5.5.2.6 The Contractor shall write media releases, statements and articles for release/use by the Program Office PAO.

5.5.2.7 The Contractor shall develop, update and maintain a database of Request to Query (RTQ's) subjects. In addition the Contractor shall assist the Program Office in preparing interviewee subjects for scheduled media interviews through the use of RTQ's, fact sheets and the like.

5.5.2.8 The Contractor shall assist the Program Office PAO in maintaining a coordinated relationship with CHINFO.

5.5.2.9 The Contractor shall prepare press kits for press conferences which consist of updated, timely and accurate information concerning the Program and related topics.

5.5.3 Program Office Web Site and Portal Support. The Contractor shall maintain sections of the Program Office website directly related and supported by the Program Office PAO.

5.5.3.1 The Contractor shall be responsible for updating the Program Office homepage and Press Room with links to articles, good news stories, photos, conference schedule, etc.

5.5.3.2 The Contractor shall maintain the Public Affairs community on the PEO-EIS portal.

5.5.3.3 The Contractor shall become familiar with applicable US Navy instructions and policies concerning websites; the Contractor shall implement a reliable process for only posting information that is cleared for public release. The Contractor shall only post information to external websites that are approved by PEO-EIS PAO or Program Office PAO. All recommendations for information that is to be reviewed shall be in accordance with Navy instructions.

5.5.4 Internal Communications. The Contractor shall develop and implement communication strategies directed to internal audiences in support of Program Office strategic goals and objectives. With guidance from Program Office PAO, the Contractor shall create and edit copy for several internal communication vehicles to ensure that written communication collateral throughout the program is clear, accurate and

compelling. The Contractor shall understand and apply journalistic standards appropriate to the project, target audience, and messaging objectives while demonstrating superior writing, proof reading and editing skills.

5.5.4.1. The Contractor shall develop internal communication strategies and employee programs that support Program Office goals and objectives.

5.5.4.2. The Contractor shall assist in the preparation of internal communication plans that support Program Office goals and objectives.

5.5.4.2. The Contractor shall manage and coordinate ongoing production of Program Office publications and newsletters, recommend editorial policies and guidelines, and ensure accuracy and timely distribution.

5.5.4.3 The Contractor shall research, write and edit articles highlighting the NMCI and NGEN programs and services which are of interest to the internal audience. The Contractor shall be expected to conduct interviews at all levels of the organization to obtain information used as the basis for articles of interest.

5.5.4.4 The Contractor shall provide written support for the Program Office PAO in the preparation of fact sheets, naval messages, text for websites, RTQ's and other internal communication products.

5.5.4.5 The Contractor is expected to proactively generate 'good news' stories for publication that directly support strategic communication goals and objectives.

5.5.5 Development and Maintenance of Outreach Materials. The Contractor shall develop, write, update and maintain outreach and marketing materials that are used throughout all facets of the Public Affairs Program for the Program Office.

5.5.5.1 The Contractor shall develop, write, update and maintain fact sheets tailored to topic as assigned and approved by the Program Office PAO.

5.5.5.2. The Contractor shall develop, write, update and maintain brochures containing both general information and specific technical information as assigned and approved by the Program Office PAO.

5.5.5.3. The Contractor shall maintain inventory of promotional items. The Contractor shall research and suggest new items which directly support Program Office goals and objectives. The Contractor shall manage the ordering, artwork and cost estimating of such promotional items.

5.5.5.4 The Contractor shall develop, write, update and maintain Frequently Asked Questions (FAQs) to be used in press kits, web site, and conferences.

5.5.6 Stakeholder Engagement and Change Management Communications. The Contractor shall specifically engage in a proactive communication plan utilizing principles and techniques of stakeholder engagement strategies and change management communications.

5.5.6.1 The Contractor shall set the strategic direction for engaging stakeholders through the use of Stakeholder base-lining activities and other benchmarking techniques. The Contractor shall develop, maintain and implement an engagement plan that determines the communication goals and objectives of Program Office, develops strategic approaches to communication, tailors key messages to respective stakeholder groups, analyzes and selects interaction opportunities for various tools and channels, and determines a timeline for execution.

5.5.6.2 The Contractor shall evaluate and analyze survey results and develop RTQ's, fact sheets, and news releases for publication.

5.5.6.3 The Contractor shall provide change management communication expertise including advice and counsel to the PEO-EIS PAO and Program Office PAO. This includes providing training and education on change management in the areas of implementation, trends, techniques and case studies.

5.5.7 Booth Staffing Support and Maintenance for Program Office Exhibits at Tradeshows and Conferences. The PEO EIS Public Affairs Office is responsible for scheduling, maintaining, shipping, storing and manning the PEO EIS exhibit booth at trade shows and conference. The Contractor shall, under the direction of the PEO-EIS and Program Office PAO, assist in maintaining and supporting these functions as needed for the Program Office's use of the exhibit.

5.5.7.1 The Contractor shall set up and disassemble exhibit display at scheduled tradeshows, conferences and other approved events.

5.5.7.2 The Contractor shall staff the exhibit booth, distribute outreach materials and answer questions. All travel requests in support of Contractor's participation in staffing exhibit must be approved by Program Office PAO.

5.5.7.3 The Contractor shall assist the PAO and PCO in the analysis and implementation of conference venues for the purposes of conducting industry interaction for source selection, program reviews and market research.

5.5.8 Metrics Related to Effectiveness of Communication. The Contractor shall develop metrics to assess the effectiveness of communication tactics. The Contractor shall track agreed upon metrics and provide results to Program Office PAO.

5.6. Base Relocation and Closure (BRAC) Program Management Support

(All section 5.6 tasks BRAC funded)

In Q1 FY06, BRAC law required the movement of US Navy Personnel. There are currently NMCI seats at facilities that are scheduled to move or close. This requirement is urgent as there are seats the need to be moved ASAP. The Contractor shall be responsible for the successful planning and execution of BRAC (Base Relocation and Closure) activities as they relate to NMCI. Specifically, the Contractor shall perform the following activities:

- Identify all NMCI seats that need to be moved and schedule/order moves in accordance with the BRAC time line and NMCI priorities.
- The Contractor shall identify all facilities that are closing that have NMCI seats and coordinate with the NMCI Prime Contractor on the required actions for these NMCI seats.
- The Contractor shall coordinate all BRAC activates as they apply to NMCI in sync with the BRAC master schedule and time line.
- The Contractor shall place orders in accordance with the NMCI prime contract for the moving/relocating of the NMCI seats as identified.
- The Contractor shall coordinate BRAC NMCI data calls.

6.0 DELIVERABLES

6.1 The Contractor shall provide the following reports within the timeframe specified:

6.0 DELIVERABLES	
REQUIREMENT	DUE DATE
Monthly Status Report	Due the 10th of the following month
NGEN Functional Assessment SOP	60 Days after contract award
NGEN Functional Assessment Reports	As applicable
NGEN Functional Transition Plan	As applicable
NGEN Functional Assessment Document	As applicable
Updates to Integrated Master Schedule	At least quarterly

Risk Management Document Updates	Every two weeks
Plans of Action & Milestones	As applicable
Briefings	As applicable
Monthly Status Report of Accomplishments	COB each month
Strategic Communication Plans	As applicable
Media Relations Plan	As applicable
Request to Query (RTQ)	As applicable
Trip Reports	As applicable
Stakeholder Engagement Plan	As applicable
Monthly Communication Metric Report	As applicable
Printed copy of IMS	Every other week or as directed
IMS Status report to PM	Weekly or as directed
Other schedule related reports as directed	As applicable
Risk Management Plan updates	As applicable
Risk Management database updates	As applicable
Risk report to PM	Weekly or as directed
Other Risk reports as directed	As applicable
PMO Risk training	Annual or as directed

6.2 The Contractor is required to provide graphics, brochures, pamphlets, articles, newsletters, speeches, articles, photographs, and other media materials as included in the statement of work. The format for these items should be discussed and coordinated with the NGEN PAO prior to submission.

7.0 GOVERNMENT FURNISHED PROPERTY

The Government will provide desk space, NMCI desktop computer(s), and administrative/office supplies to the on-site Contractor support personnel.

8.0 SECURITY

The nature of this task requires access to classified and unclassified information. The work performed by the Contractor will include access to Secret and unclassified data, information, and spaces. The Contractor will be required to attend meetings classified at classified and unclassified levels.

Note: If foreign travel is required, all outgoing Country/Theater clearance message requests shall be submitted to the SSC SD foreign travel team, OTC2, Rm 1656 for action. A Request for Foreign Travel form shall be submitted for each traveler, in advance of the travel to initiate the release of a clearance message at least 35 days in advance of departure. 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.

9.0 BEST PRACTICES

Work performed by the Contractor shall provide support to PM NMCI and SPAWAR command-level “Best Practices” principles incorporated in the SPAWAR Program Manager’s Toolkit Acquisition Support Office Guides (1) Acquisition Program Structure Guide; (2) Contract Management Process Guide; (3) Program Manager’s Handbook; (4) Scheduling Guide; (5) Systems Engineering Guide; (6) Technology Alignment Guide and support the command wide implementation process.

10.0 TECHNICAL POINT OF CONTACT

NMCI:

Task Order Point of Contact (TPOC):

Contracting Officer Representative (COR):

Financial Point of Contact (FPOC): Mr. Fletcher Owen

NGEN:

Task Order Point of Contact (TPOC): TBD

Contracting Officer Representative (COR): TBD

Financial Point of Contact (FPOC): Mr. Fletcher Owen