

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE
U

PAGE OF PAGES
1 3

2. AMENDMENT/MODIFICATION NO.
10

3. EFFECTIVE DATE
25-Mar-2016

4. REQUISITION/PURCHASE REQ. NO.
1300543653

5. PROJECT NO. (If applicable)
N/A

6. ISSUED BY CODE

N65236

7. ADMINISTERED BY (If other than Item 6)

CODE

S2404A

SPAWAR-Systems Center Lant (CHRL)
P.O. BOX 190022
North Charleston SC 29419-9022
barbara.prioleau@navy.mil 843-218-4072

DCMA Manassas
14501 George Carter Way
Chantilly VA 20151

SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code)

MANTECH SYSTEMS ENGINEERING CORPORATION
12015 Lee Jackson Highway
Fairfax VA 22033

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

[X]

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-04-D-4080-V703

10B. DATED (SEE ITEM 13)

01-Apr-2011

CAGE CODE
2U954

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.
- 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).
- C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
- [X] D. OTHER (Specify type of modification and authority)
FAR 52.232.22 Limitation of Liability

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)

BARBARA J PRIOLEAU, Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY /s/ BARBARA J PRIOLEAU

(Signature of Contracting Officer)

25-Mar-2016

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)

Prescribed by GSA
FAR (48 CFR) 53.243

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GENERAL INFORMATION

The purpose of this modification is as follows:

- 1.) Add incremental funding in the amount of \$859,664.06 under subject task order. As a result of this change the total funded amount has changed from \$5,093,898.99 to \$5,953,563.05.
- 2.) Reduce ceiling under CLIN 4000 in the amount of [REDACTED]
- 3.) Reduce ceiling under CLIN 4002 in the amount of [REDACTED].
- 4.) Increase ceiling under CLIN 4004 in the amount of [REDACTED].
- 5.) Change period of performance end date under CLIN's 4004 and 6004 to 31 December 2016.

Accordingly, said Task Order is modified as follows: A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$5,093,898.99 by \$859,664.06 to \$5,953,563.05.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
400404	Fund Type - OTHER	0.00	859,664.06	859,664.06

The total value of the order is hereby increased from [REDACTED].

CLIN/SLIN	From (\$)	By (\$)	To (\$)
4000	[REDACTED]	[REDACTED]	[REDACTED]
4002	[REDACTED]	[REDACTED]	[REDACTED]
4004	[REDACTED]	[REDACTED]	[REDACTED]

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

CLIN/SLIN	From	To
4004	4/1/2015 - 3/31/2016	4/1/2015 - 12/31/2016
6004	4/1/2015 - 3/31/2016	4/1/2015 - 12/31/2016

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CLIN/SLIN	From (\$)	By (\$)	To (\$)
4000	██████████	██████████	██████████
4002	██████████	██████████	██████████
4004	██████████	██████████	██████████

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

CLIN/SLIN	From	To
4004	4/1/2015 - 3/31/2016	4/1/2015 - 12/31/2016
6004	4/1/2015 - 3/31/2016	4/1/2015 - 12/31/2016

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4000	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████	██████████	\$600,683.76
400001	R425	ACRN: AA Task 3.2, 3.3, and 3.4 (Fund Type - OTHER)					
400002	R425	ACRN: AF (Fund Type - OTHER)					
4001	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████	██████████	\$1,101,565.00
400101	R425	ACRN AB Labor for PWS (Fund Type - TBD)					
400102	R425	ACRN AF Labor for PWS (Fund Type - TBD)					
4002	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████	██████████	\$744,028.18
400201	R425	ACRN AC Labor for PWS (Fund Type - TBD)					
4003	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████	██████████	\$1,171,414.00
400301	R425	ACRN: AD PR: 1300407655 Doc: SC06001400142 NWA: 100000893570 0090 (Fund Type - TBD)					
400302	R425	(Fund Type - TBD)					
4004	R425	Automation Fuel Program (Fund Type - OTHER)	1.0	LO	██████████	██████████	\$2,067,975.06
400401	R425	(Fund Type - OTHER)					
400402	R425	(Fund Type - OTHER)					
400403	R425	ACRN:AK CIN# 130054258600001 Funding Doc# SC06001600245 NWA/BS # 100001113662 0090 (Fund Type - OTHER)					
400404	R425	ACRN:AL CIN# 130054365300001 NWA/BS# 100001113662 0090 Funding Doc# SC06001600245 (Fund Type - OTHER)					

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
6000	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████
600001	R425	PWS Task 3.2, 3.3 and 3.4 (Fund Type - OTHER)			
6001	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
600101	R425	ACRN AB ODC for PWS (Fund Type - TBD)			
6002	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████
600201	R425	ACRN AC ODC for PWS (Fund Type - TBD)			
6003	R425	Automation Fuel Program (Fund Type - TBD)	1.0	LO	██████████
600301	R425	ACRN: AD PR: 1300407655 Doc: SC06001400142 NWA: 100000893570 0090 (Fund Type - TBD)			
6004	R425	Automation Fuel Program (Fund Type - OTHER)	1.0	LO	██████████
600401	R425	(Fund Type - OTHER)			
600402	R425	ACRN:AK CIN# 130054258600002 Funding Doc# SC06001600245 NWA/BS # 100001113662 0090 (Fund Type - OTHER)			

5252.216-9204 LEVEL OF EFFORT--FEE ADJUSTMENT FORMULA (MAR 1994)

(a) Subject to the provisions of the "Limitation of Cost" or "Limitation of Funds" clause (whichever is applicable to this contract), it is hereby understood and agreed that the fixed fee is based upon the Contractor providing the following number of staff-hours of direct labor, hereinafter referred to as X, at the estimated cost and during the term of this contract specified elsewhere herein:

[Contractor shall insert number of estimated direct labor staff hours]

Total Staff-Hours (X)* Total Prime Staff-Hours Fixed Fee**

*(inclusive of Prime and any proposed Subcontractor(s))

Base Period ██████████ ██████████

**Contractor is to identify basis for fixed fee amount: ___ Prime Hours Only _X_ Total Staff-Hours

The Contractor agrees to provide the total level of effort specified above in performance of work described in Sections "B" and "C" of this contract.

(b) Of the total staff-hours of direct labor set forth above, it is estimated ██████████ staff-hours are competitive time (uncompensated overtime). Competitive time (uncompensated overtime) is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no amount is indicated in the first sentence of this paragraph, competitive time (uncompensated overtime) effort performed by the contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as local travel from an employee's residence to their usual work location, uncompensated effort while on travel status, truncated lunch periods, or other time and effort which does not have a specific and direct contribution to the tasks described in Section B.

(d) It is understood and agreed that various conditions may exist prior to or upon expiration of the term of the contract, with regard to the expenditure of labor staff-hours and/or costs thereunder which may require adjustment to the aggregate fixed fee. The following actions shall be dictated by the existence of said conditions:

(1) If the Contractor has provided not more than 105% of X or not less than 95% of X, within the estimated cost, and at the term of the contract, then the fee shall remain as set forth in Section B.

(2) If the Contractor has provided X-staff-hours, within the term, and has not exceeded the estimated cost then the Contracting Officer may require the Contractor to continue performance until the expiration of the term, or until the expenditure of the estimated cost of the contract except that, in the case of any items or tasks funded with O&MN funds, performance shall not extend beyond 30 September. In no event shall the Contractor be required to provide more than 105% of X within the term and estimated cost of this contract. The fee shall remain as set forth in Section B.

(3) If the Contractor expends the estimated cost of the contract, during the term of the contract and has provided less than X staff-hours, the Government may require the Contractor to continue performance, by providing cost growth funding, without adjusting the fixed fee, until such time as the Contractor has provided X staff-hours.

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(4) If the Contracting Officer does not elect to exercise the Government's rights as set forth in paragraph (d)(2) and (d)(3) above, and the Contractor has not expended more than 95% of X staff-hours, the fixed fee shall be equitably adjusted downward to reflect the diminution of work. The total fee due the contractor shall be adjusted so as to be in direct proportion to the number of direct hours utilized in the same ration of fee to the estimated total hours then set forth in the contract.

(5) Nothing herein contained shall, in any way, abrogate the Contractor's responsibilities, and/or the Government's rights within the terms of the contract provision entitled "Limitation of Cost" or "Limitation of Funds" as they shall apply throughout the term of the contract, based upon the total amount of funding allotted to the contract during its specified term.

(e) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and DCAA office to which vouchers are submitted:

- (1) The total number of staff-hours of direct labor expended during the applicable period.
- (2) A breakdown of this total showing the number of staff-hours expended in each direct labor classification and associated direct and indirect costs.
- (3) A breakdown of other costs incurred.
- (4) The Contractor's estimate of the total allowable cost incurred under the contract for the period.

In the case of a cost under-run, the Contractor shall submit the following information in addition to that required above:

- (5) The amount by which the estimated cost of this contract may be reduced to recover excess funds and the total amount of staff-hours not expended, if any.
- (6) A calculation of the appropriate fee reduction in accordance with this clause.

All submissions required by this paragraph shall separately identify subcontractor information, if any.

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 [REDACTED] hours.

The [REDACTED] direct labor hours [REDACTED] 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

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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 negotiated 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.

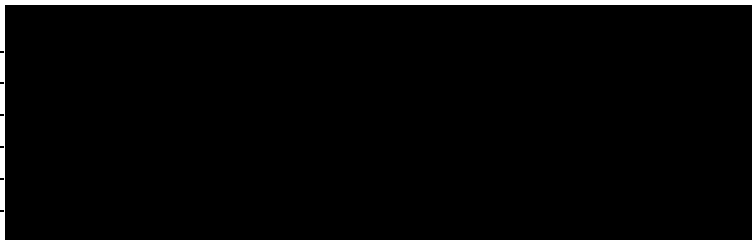
NOTE: The fee shall be paid to the prime contractor at the per hour rate specified in this paragraph regardless of whether the contractor or subcontractor is performing the work.

LIMITATION OF LIABILITY – INCREMENTAL FUNDING

This delivery order is incrementally funded and the amount currently available for payment hereunder is limited to \$4,500,934.99. It is estimated that these funds will cover the cost of performance through 31 Mar 2016. Subject to the provisions of the clause entitled "Limitation of Funds" (APR 94) (FAR 52.232-22) of the general provisions of this contract, no legal liability on the part of the Government for payment in excess of \$4,500,934.99 shall arise unless additional funds are made available and are incorporated as a modification to the delivery order.

CLIN	CPFF (Total Ceiling)	CUMULATIVE (Funded Balance)	UNFUNDED BALANCE
4000			
6000			
4001			
6001			

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4002	
6002	
4003	
6003	
4004	
6004	
Total	

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

SECTION C – DESCRIPTION/SPECS/WORK STATEMENT

SPECIFICATIONS/STATEMENT OF WORK/PERFORMANCE WORK STATEMENT

Work under this contract shall be performed in accordance with the following description/ specifications/ statement of work (SOW) which herein shall be referred to as Performance Work Statement (PWS):

1.0 PURPOSE

This PWS details the parameters and requirements for supporting the Automated Tank Gauge (ATG)/ Automation Fuel Service Station (AFSS)/ Independent Alarm System (IAS)/ Overfill Protection Equipment (OPE)/ Automated Fuel Handling Equipment (AFHE) technical and maintenance support programs at SPAWARSYSCEN Atlantic, Hickam AFB, Hawaii, and various Worldwide DOD Automated Fuel Sites.

1.1 BACKGROUND

The Defense Energy Support Center (DESC) manages, installs, and maintains automated fuel handling equipment and systems at worldwide DoD fuel facilities. The Space and Naval Warfare Systems Center Atlantic is tasked by DESC with life-cycle maintenance support for these systems. DESC has installed Automated Fuel Handling Equipment (AFHE), Automated Tank Gauging (ATG), and Automated Fuel Service Station (AFSS) equipment under three major program efforts. AFHE projects are implemented at DoD bulk fuel storage fuel depots. These projects standardize and modernize automation at fuel storage and distribution activities to increase operational efficiency, provide real-time and fast response to depot operations that have potential for hazardous spills and/or life threatening conditions, support real-time control of depot operations, tighten inventory control, and automate data storage and retrieval. The Phase IIA ATG program installed large bulk tank ATG systems for all services and small tank ATG for the Air Force. The Phase IIB program installed small tank ATG and AFSS systems at Army, Navy, and Marine Corps fuel facilities. ATG systems provide automated inventory monitoring, low/high level alarms, and leak detection for fuel tanks. AFSS systems are installed at retail and bulk fuel distribution locations.

The ATG maintenance program involves electronic equipment and sensors to monitor tank levels and temperatures readings at bulk terminals and service stations at DOD sites. The systems under the ATG maintenance program are:

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- (a) Veeder Root TLS (TLS) Series ATG System.**
- (b) Ronan (X76CTM) Series ATG System.**
- (c) ENRAF 854 Servo ATG System.**
- (d) ENRAF 818 STIC ATG System.**
- (e) Hectronic Optilevel HLS 3010HF ATG System.**
- (f) L&J Technologies 8100 ATG System.**
- (g) Barton 3500 ATG System.**
- (h) GSI-MTG ATG System.**
- (i) MTS Level Plus M-Series Probes.**
- (j) Red Lion.**

The DOD has several Independent Alarms installed throughout the various sites that are separate to the ATG systems. Some of these alarm systems are actually controlling pumps and valves. Under the ATG maintenance program, through preventive maintenance visits, the various systems are being identified. The following are known installed independent alarm systems.

- (a) Scully**
- (b) Magnetrol**
- (c) E&H**
- (d) Fafnir**
- (e) Mercoïd**
- (f) Omnitrol**
- (g) Pneumercator**
- (h) TLC**
- (i) Bindicator**

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- (j) **Aggressive Systems**
- (k) **Factory Mutual System, ECHOTEL III**

The ATG maintenance program includes Overfill Protection Equipment (OPE) Systems. The OPE systems are install at DOD fuel facilities to satisfy American Petroleum Institute (API) RP 1004 “Bottom Loading and Vapor Recovery for MC-306 & DOT-406 Tank Motor Vehicles” requirements for dual shutoff devices to prevent the overfilling of refueling vehicles at fill stands. Through product testing and formal source selection, the USAF has selected the Scully Signal Company as the vendor for all refueling vehicle and fill stand overfill protection components. Each fill stand installation requires a 120 VAC electrical source at the fill stand to operate the Scully Intellitrol control panel, which in turn actuates a solenoid shutoff device on the fill stand control valve and/or starts/stops fill stand pump motors depending on local configuration. Each refueling vehicle requires a dual sensor configuration which will provide an independent primary and secondary shutoff control system capability to prevent vehicle overfill. The primary control system must react to a signal from the first probe on the refueling vehicle’s two probe system to shut down the fill stand supplying fuel to the refueling vehicle. The secondary control system must react to a signal from the second probe of the system which will only close the internal bottom loading valve when activated. The two probe system will function as High and High-High Level controls.

AFSS equipment captures fuel issue transactions and uploads that data into FAS. The AFSS systems also included the Automated Data Capture (ADC) systems, Automated Point of Sale Device (APOS), and Mobile AFSS (MAFSS or C-300) systems. The AFSS, APOS, and ADC equipment currently exists at military fuel facilities. The FuelMaster® Master Models 2550/2551, Mobile Model 2525 and in-plane fueling Model 2525 are the only DESC approved AFSS and ADC equipment permitted for use at DoD fuel facilities. This equipment is exclusively designed and manufactured by SYN-TECH SYSTEMS, INC. of Tallahassee, FL.

1.2 SCOPE

The objective of this PWS is to obtain the full range of program management and project management support services to assist and support the Automation Program to carry out its duties and responsibilities to install and maintain world-class ATG, AFSS, IAS, OPE, MAFSS, ADC, APOS, AFHE equipment and services to DESC. The range of services required span subject matter expertise to administrative support, technical support, and services with skill sets and experience that match Automation Program’s need to comply

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with and respond to DOD, DLA, SPAWAR, and Service Control Point requirements including current, updated program plans and documentation, current and accurate requirements definition, alternative approaches for fielding, migrating, staging and supporting systems, site management, acquisitions, adherence to standards, specifications and best practices, mitigation of risks, addressing issues and performing all of the Program and Project functions necessary to achieve the strategic goals and objectives of the Automation Program.

Note: In accordance with the Fleet Forces Command and NAVSEA Joint Industry-Navy Improvements Initiative (JINII) and in accordance with current SPAWARSYSCEN Atlantic (SSC LANT) Installation Management Office (IMO) Policy, the scope of this contract specifically excludes system installation related tasks involving U.S. Navy property (ships, shore stations) and excludes installation related tasks funded with U.S. Navy Funds."

2.0 APPLICABLE DOCUMENTS (AND DEFINITIONS)

The Automation Program is Capability Maturity Model^â Integration (CMMI) level 3 compliant and maintains referenced SPAWARSYSCEN Atlantic CMMI documentation on the Automation Program CNE website; <https://cne.cse.spawar.navy.mil>. In accordance with CMMI policy, hard copy documentation is not considered controlled and SPAWARSYSCEN Atlantic CMMI document versions listed below may be superseded by more current versions. It is the contractor's responsibility to request access to the website to ensure compliance with the most recent document versions.

All work shall be accomplished using the best commercial practices and current acceptable industry standards. The applicable references and standards invoked will vary within individual tasks and will be specifically called-out in each task order. In accordance with Defense Acquisition Policy changes, maximum utilization of non-Governmental standards will be made wherever practical. Where backward compatibility with existing systems is required, selected interoperability standards will be invoked. For purposes of bidding, the following documents are not exclusive; however, all contractors shall be able to meet those cited when applicable to the task order.

2.1 REQUIRED DOCUMENTS

The following documents are part of this PWS and are mandatory for use. Unless otherwise specified, the document's effective date of issue is the date on the invitation for

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bid or request for proposal. Additional applicable documents may be included in specific task orders.

	Document Number	Title
a.	MAIN-D-GEN-SOP-02	Corrective Maintenance Standard Operating Procedure
b.	AUTO-D-GEN-SAM-01	Supplier Agreement Management Plan
c.	MAIN-D-GEN-SOP-09	Maintenance Site Visit Request Standard Operating Procedure
d.	P2B-D-GEN-PRD-01	Phase IIB ATG/AFSS/FAS Interface Standard Drawing Requirements Document
e.	AUTO-D-GEN-CM-01	Automation Program Configuration Management Plan
f.	MAIN-D-GEN-PM-01	AFHE/ATG/AFSS Maintenance Program Management Plan
g.	AUTO-D-GEN-GSPC-02	DOD Fuels Automation ATG General Specification
h.	AUTO-D-GEN-GSPC-03	DOD Fuels Automation AFSS General Specification
i.	MAIN-D-GEN-SOP-04	Automation Program Site Support Standard Operating Procedure
j.	MAIN-D-GEN-SOP-01	Automation Program Preventive Maintenance Standard Operating Procedure
k.	MAIN-D-GEN-SOP-03	Automation Program Corrective Maintenance Follow-Up Standard Operating Procedure
l.	MAIN-D-GEN-SOP-05	CIMS & Support Magic Ticket Status Review Standard Operating Procedure
m.	MAIN-D-GEN-TEP-02	Inspection and Operational Verification Procedures for Corrective and Preventive Maintenance of ATG/AFSS/IAS/OPE Systems
o.	DoD 5220.22-M	DoD Manual – National Industry Security Program Operating Manual (NISPOM)
p.	DoDD 5220.22	DoD Directive – National Industrial Security Program
q.	DoD 5200.2-R	DoD Regulation – Personnel Security Program
r.	DoDD 8500.1	DoD Directive – Information Assurance
s.	DoDI 8500.2	DoD Instruction – Information Assurance (IA) Implementation
t.	SECNAVINST 5510.30	DoN Regulation – Personnel Security Program

2.2 GUIDANCE DOCUMENTS

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The following documents are part of this PWS and are to be used as guidance. Unless otherwise specified, the document's effective date of issue is the date on the request for proposal. Additional documents that may be applicable to this task order include:

	Document Number	Title
a.	MIL-M-85337A	Manuals, Technical; Quality Assurance Program: Requirements for
b.	MIL-DTL-24784	Manuals, Technical: General Acquisition And Development Requirements
c.	MIL-HDBK-61A	Configuration Management
d.	MIL-HDBK-881	Work Breakdown Structure
e.	ISO/IEC -9000	International Organization for Standardization, Quality Management Principles
f.	ISO/IEC 12207	Information Technology – Software Life Cycle Processes
g.	ISO/IEC 15288	Systems Engineering – System Life Cycle Processes
h.	ISO/IEC 15939	Software Engineering – Software Measurement Process
i.	ISO/IEC 14764	Information Technology – Software Maintenance
j.	ISO/IEC 15408	Information Technology – Security Techniques. Evaluation criteria for IT security
k.	EIA/IEEE J-STD-016	Information Technology Software Life Cycle Processes
l.	IEEE/EIA 12207	Software Life Cycle Processes
m.	DoD 5220.22M	(Industrial Security Manual for Safeguarding Classified Information)
o.	DoD-D-4140.25	Management of Bulk Petroleum
p.	DoD-STD-7935.1-S	Automated Data Systems Documentation Standards
q.	DoDI 6205.4	Department of Defense Instruction, Immunization of Other Than U.S. Forces (OTUSF) for Biological Warfare Defense [required if using Para 7.2]
r.	SPAWARSYSCENLANTINST 12910.1	Deployment of Personnel and/or Contractor Employees to Specific Mission Destinations [required if using Para 7.2]

2.2.1 American National Standards Institute (ANSI)

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	Document Number	Title
a.	ANSI C2	National Electrical Safety Code
b.	ANSI X3.5	Flow Chart Symbols and Their Usage in Information Processing
c.	ANSI C39.5	Safety Requirements for Electrical Measuring and Controlling Instrumentation
d.	ANSI/ISA-S5.1	Instrumentation Symbols and Identification

2.2.2 American Petroleum Institute (API)

	Document Number	Title
a.	API-STD-1104	Standard for Welding Pipelines and Related Facilities
b.	API RP-500	Classification of Locations for Electrical Installation
c.	API RP 651	Cathodic Protection of aboveground Petroleum Storage Tanks
d.	API Standard 653	Tank Inspection, Repair, Alteration, and Reconstruction
e.	BULL 2007-62	Safe Maintenance Practice in Refineries
f.	PUB 2009	Safe Practice in Gas and Electric Cutting and Welding in Refineries, Gasoline Plants, Cycling Plants, and Petrochemical Plants
g.	PUB 2015	Cleaning Petroleum Storage Tanks
h.	PUB 2201	Procedures for welding or Hot Tapping on Equipment Containing Flammables
i.	API-STD	Manual of Petroleum Measurement Standards, Chapter 3 – Tank Gauging Section 1B – Standard Practice for Level Measurement of Liquid Hydrocarbons in Stationary Tanks by Automatic Tank Gauging.

2.2.3 National Fire Protection Authority (NFPA)

	Document Number	Title
a.	NFPA 30	Flammable and Combustible Liquids
b.	NFPA 70	National Electrical Code
c.	NFPA 78	Lightning Protection
d.	NFPA 497	Classification of Flammable Liquids, Gases, etc. and of Hazardous Locations

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2.2.4 Underwriters' Laboratories, Inc. (UL)

	Document Number	Title
a.	UL 467	- Grounding and Bonding Equipment
b.	UL 50	- Cabinets and Boxes
c.	UL 508	- Industrial Control Equipment
d.	UL 698	- Industrial Control Equipment for Use In Hazardous Locations

2.3 SOURCE OF DOCUMENTS

Information on obtaining copies of Federal Specifications may be obtained from General Services Administration Offices in Washington, DC, Seattle, San Francisco, Denver, Kansas City, MO., Chicago, Atlanta, New York, Boston, Dallas and Los Angeles.

Copies of military specifications may be obtained from the Commanding Officer, Naval Supply Depot, 3801 Tabor Avenue, Philadelphia, PA 19120-5099. Application for copies of other Military Documents should be addressed to Commanding Officer, Naval Publications and Forms Center, 5801 Tabor Ave., Philadelphia, VA 19120-5099.

All other commercial and industrial documents can be obtained through the respective organization's website.

3.0 PERFORMANCE REQUIREMENTS

This Statement of Work (SOW) details the parameters and requirements for supporting the ATG/AFSS/IAS/OPE/AFHE technical and maintenance support programs at SPAWARSYSCEN Atlantic.

The following paragraphs list all required support tasks that shall be required throughout the contract life. The contractor shall provide necessary resources and knowledge to support the listed tasks. Specific objectives shall be dependent on the base contract and the task order (TO) written against the base contract. The contractor shall complete all required tasks while controlling and tracking performance and goals in terms of costs, schedules, and resources.

3.1. TASK A –MANAGEMENT SUPPORT and CDAD/QSAP

Funding Documents -SP0600MR110901, SP0600MR120901, SC06001300089,

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SC06001400142, SC06001400530, SC06001500198, SC06001500637)

The contractor shall provide administration and management services to support implementation of this contract. Administration and management includes the sub tasks: Monthly Status Reports, Scheduling, Logistics Management and Support, and ensuring referenced procedures and processes in section 2 are followed.

3.1.1 Contract Liaison

The contractor shall assign a technical single point of contact, also known as the Contracting Officer's Representative (COR). For this order, the COR is Justin C. Jackson; (843) 218-4125; Justin.jackson@navy.mil

3.1.2 Program Support

Some programs shall require a contractor to work closely with the government project manager and support the needs of the program at the sponsor level. As directed in task orders, coordination of meetings, preparing budget drills, developing agenda items, attending high-level meetings, generating minutes, and tracking action items may be required. Other support may require a contractor to recommend policies, doctrine, tactics, and procedures at the Federal, State, and Local level given their past expert opinion or using analysis of actual outcomes. Program support may require significant coordination and interface with various DOD and non-DOD activities located in and out of CONUS.

3.1.2.1 Program Support Documentation

The PM shall be responsible for ensuring that all program management contract deliverables are tracked and submitted on time throughout the life of contract. At a minimum, the following are typical of such documents:

- 1) Statement of Work or Performance Work Statement**
- 2) Cost Estimation**
- 3) Meeting Agenda and Minutes**
- 4) Plans of Action and Milestone**
- 5) Work Breakdown Structure (WBS)**
- 6) Various Program Acquisition related documents: Mission Needs Statement (MNS), Capability Production Documentation (CPD), Operational Requirements Document (ORD), etc.**

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3.1.3 Contract Administration

During urgent situations, the contractor shall have processes established in order to provide all necessary resources and documentation any time during the day in order to facilitate a timely task order (TO) award or modification. The contractor shall be responsible for providing any required support documentation in a timely manner so as to not disrupt the contract award process. To address urgent requirements, the contractor shall have processes established in order to provide all necessary documentation and resources any time during the day in order to facilitate a timely Task order (TO) award or modification.

3.1.3.1 Monthly Status Report:

The contractor shall prepare a Monthly Status Report (CDRL A001) covering the activities of the previous month. The contractor shall provide necessary management and administrative efforts to prepare, maintain and deliver the monthly status reports. The monthly status report shall detail, at a minimum, the following information:

- 1) Task Order number and period of performance**
- 2) Progress on each tasking within this SOW**
 - a) Management Support**
 - i) Logistics Management**
 - ii) Contractor Furnished Equipment/Material Inventory**
 - iii) Labor hours, labor category, and individual charges by name, plus material and travel costs for the reporting period**
 - b) Site visits occurring during the month**
 - c) Overtime Used Report**
- 3) Financial Summary of task order**

3.1.3.2 The Financial Summary of the Status Report shall:

- 1) Contain the current total awarded, including modifications, of the task order as well as identify the current Not-To-Exceed Total of the task order.**
- 2) Contain a summary by Task and subtask of total awarded, monthly charges, cumulative charges, outstanding commitments, funds remaining, and % of funds remaining.**

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- 3) Contain a summary of charges for the current reporting period by Task, Subtask and category, i.e., Labor (dollars and hours), Material, Material Transportation, Travel, Per diem, Sub-Contracting, of total awarded, monthly charges, cumulative charges, outstanding commitments, funds remaining, and % of funds remaining.
- 4) Contain details on all labor hours and costs incurred for the current reporting period by Task, Subtask, and labor category for all labor categories.
- 5) Contain details on all charges for the current reporting period by Task and Subtask for Material, Material Transportation, Travel, Per Diem, and Sub-Contracting.
- 6) Identify the 75% expenditure point for each Task and Subtask. If the effort required to complete the task would exceed the task total, the report shall clearly state and provide the amount required by Subtask to provide all deliverables. Under no circumstances shall the NTE cost be exceeded on task orders unless authorized by a modification.

3.1.4 CDAD/QASP:

The contractor shall participate in the CPARS Draft Approval Document (CDAD) evaluation process for this task order. The contractor shall use the Quality Assurance Surveillance Plan (QASP), Attachment A, to evaluate and measure the quality of the task order (CDRL A002).

3.2 TASK B – CONUS MANAGEMENT, INSPECTION, AND COORDINATION

(Funding Documents -SP0600MR110901, SP0600MR120901, SC06001300089, SC06001400142, SC06001400530, SC06001500198, SC06001500637)

The contractor shall monitor performance of ATG and AFSS maintenance program as described in paragraph 1.0 of this SOW. The ATG maintenance program also includes the Overfill Protection Equipment (OPE) and Independent Alarm Systems (IAS). The AFSS maintenance program also includes the Automatic Point of Sale Device (APOS) and Mobile Automated Fuel Service Station (MAFSS). The contractor shall provide technical services. The technical services are required to support the definition, standardization, and modernization of the ATG/AFSS/OPE/IAS maintenance programs for the Department of Defense (DOD). The tasking goals include increased operational efficiency, supporting real-time control of fuel operations, tightening inventory accountability, and efficiently managing fuel allocation. This effort shall include monitoring corrective actions, evaluating preventive maintenance document, telephone support, and on site evaluation of site support projects.

The contractor shall handle the problem that is called in to the help desk and determine

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the best course of action given the options provided under the guidance of the ATG/AFSS programs. The contractor shall follow the standard operating procedures set forth in these programs and ensure they follow the government defined work process as defined in paragraph 2.0.

The contractor shall evaluate the overall effectiveness and performance of installed ATG/AFSS systems. The contractor shall report any impacts or physical damage to the equipment that will affect the operation of the systems and assist with the development of requirements and requirement descriptions for new systems or system upgrades. The contractor shall support and provide input into developing DCMR, Modification Requests, and funding requests for Automation sites.

3.2.1 Corrective Maintenance.

The contractor shall review all active Collaborative Information Management System (CIMS) tickets each day to ensure the maintenance actions are being updated properly. The contractor shall ensure each CIMS ticket has the proper status in accordance with required document listed paragraph 2.1.a. If the CIMS tickets are not updated or adhering to standard operating procedures in paragraph 2.1, the contractor shall contact and notify the assigned maintenance personnel to determine the reason. The contractor shall determine and gather the facts behind any conflicts that arise with a ticket. This will involve contacting site personnel, various maintenance contractors, and government agencies to gather the data. The contractor shall record all pertinent information in the ticket, inform the appropriate SPAWAR Project Engineer of the conflict, and recommend a course of action. The assigned SPAWAR Project Engineer will take the problem/conflict for action.

The contractor shall verify the issues and situation involving Follow-up trouble tickets in CIMS and shall assist in resolving Follow-up tickets with individual sites. The contractor shall also review CIMS trouble tickets for trends and rework and shall assist with conducting trend analysis of trouble tickets seeking indicators of recurring failures, seasonal failures, poorly performing equipment or materials, etc.

3.2.2 Preventive Maintenance

Preventive Maintenance includes the testing, verification, inspection, inventory, and drawing creation for ATG, AFSS, IAS and OPE at the various Army, Air Force, Navy and Marine Corps fuels facilities. The contractor shall monitor the Preventive Maintenance

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Schedule for changes and progression. They shall verify completion and accuracy of Preventive Maintenance documents, equipment inventory list, certification testing, drawings, and updates.

The contractor shall review and compare equipment data to the configuration drawings for each site making sure that number and type of equipment data gathered matches the drawings. They shall report any discrepancies between the data and site configuration drawings to the SPAWARSYSCEN Atlantic Project Manager.

The contractor shall prepare and revise test procedures for verifying ATG and AFSS systems under corrective, preventive, and site support issues.

3.2.3 Site Support

The contractor shall review each ticket to determine whether a specific ticket is out of the scope of the maintenance programs. If the ticket is not within the scope, the appropriate SPAWAR Project Engineer will handle the issue as site support. Facts concerning site support will be collected and a description on the scope of work to resolve this ticket will be provided by the contractor. Discussions will be initiated with the SPAWAR Project Engineer to determine if travel to the site to gather more information is required. The contractor shall perform site surveys to determine scope of work on site support issues or to verify satisfactory completion of repairs. Once the survey is completed, the contractor shall update individual site support projects in the Dimensions Management Database and coordinate work with site personnel.

The contractor shall assist with the development of requirements and requirement descriptions for new systems or system upgrades. This includes preparing task descriptions of Site Support issues, SOW's, SOP's and PRD's associated with the ATG and AFSS maintenance programs.

3.2.4 CMMI and other Command Business Processes

The contractor shall foster, implement, and resolve team CMMI and other command business process issues. This includes maintaining the accuracy of and adherence to the Automation Program's Maintenance Program Management Plan (PMP) listed in paragraph 2.1 of this SOW. The contractor shall assist with maintaining the development

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and implementation of Maintenance Standard Operating Procedures (SOP).

The contractor shall assist the Quality Assurance and Requirements Managers with development, implementation, and sustainment of metrics for the ATG and AFSS maintenance programs.

3.2.5 Other Assigned Duties

The contractor shall assist the team Leader with improvements to DESC/SPAWARSYSCEN Atlantic Help Desk operations.

The contractor shall assist analyzing and seeking better ways to collect data, improve hardware and software performance, and communications. This includes assisting the Team Leader with conducting trend analysis of trouble tickets, seeking indicators of recurring failures, seasonal failures, poorly performing equipment or materials.

The contractor shall monitor tasking schedule coordinating the completion of scheduled action items with SPAWARSYSCEN Atlantic Project Manager and team members. This includes working with other Team Leaders to resolve site, programmatic, contractual issues, concerns, and problems. The contractor shall travel with team members to discover and resolve maintenance issues, concerns, and problems. When the contractor does travel, trip reports shall be completed for each site visit.

The contractor shall assist the Team Leader with developing power point presentations to inform the Program Manager, Senior Management, customers, and sponsors of status, development initiatives, program issues, concerns, and problems, and financial status.

The contractor shall equip technicians working on this task with a mobile phone and digital camera to perform the duties and tasks listed in this PWS.

3.3 TASK C – PACIFIC MANAGEMENT, INSPECTION, AND COORDINATION

(Funding Documents -SP0600MR110901, SP0600MR120901, SC06001300089,

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SC06001400142, SC06001400530, SC06001500198, SC06001500637)

The contractor shall coordinate ATG/AFSS/IAS/OPE maintenance actions involving DOD sites within the Pacific Ocean (Korea, Japan, Okinawa, Guam, Diego Garcia, Wake Island, Hawaii, Alaska, and Kwajalein). The contractor shall be in Oahu, Hawaii to coordinate with DESC Pacific, other government agencies, and site personnel associated with the ATG and AFSS programs.

The ATG maintenance program also includes the Overfill Protection Equipment (OPE) and Independent Alarm Systems (IAS). The AFSS maintenance program also includes the Automatic Point of Sale Device (APOSD) and mobile Automated Fuel Service Station (MAFSS). Technical services are required to support the definition, standardization, and modernization of the ATG/AFSS/OPE/IAS maintenance program for the Department of Defense (DOD). The goals of this tasking include increased operational efficiency, supporting real-time control of fuel operations, tightening inventory accountability, and efficiently managing fuel allocation. This effort shall include monitoring corrective actions, evaluating preventive maintenance document, telephone support, and on site evaluation of site support projects.

The contractor shall handle the problem that is called in to the help desk and determine the best course of action given the options provided under the guidance of the ATG/AFSS programs. The contractor shall follow the standard operating procedures set forth in these programs and ensure they follow the government defined work process as defined in paragraph 2.0.

The contractor shall evaluate the overall effectiveness and performance of installed ATG/AFSS systems. The contractor shall report any impacts or physical damage to the equipment that will affect the operation of the systems and assist with the development of requirements and requirement descriptions for new systems or system upgrades. The contractor shall support and provide input into developing DCMR, Modification Requests, and funding requests for Automation sites

3.3.1 Corrective Maintenance.

The contractor shall review all active Collaborative Information Management System (CIMS) tickets each day to ensure the maintenance actions are properly being updated. The contractor shall ensure each CIMS ticket has the proper status in accordance with required document listed paragraph 2.1.a. If the CIMS tickets are not updated or adhering to standard operating procedures in paragraph 2.1, the person shall contact and notify the assigned maintenance personnel to determine the reason. The contractor shall determine and gather the facts behind any conflicts that arise with a ticket. This will involve contacting site personnel, various maintenance contractors, and government agencies to gather the data. The contractor shall record all pertinent information in the ticket, inform the appropriate SPAWAR Project Engineer of the conflict, and recommend a course of action. The assigned SPAWAR Project Engineer will take the problem/conflict

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for action.

The contractor shall verify the satisfactory resolution of Follow-up trouble tickets in CIMS and shall assist in resolving Follow-up tickets with individual sites. The contractor shall also review CIMS trouble tickets for trends and rework. Assist with conducting trend analysis of trouble tickets seeking indicators of recurring failures, seasonal failures, poorly performing equipment or materials, etc.

The contractor shall report any impacts or physical damage to the equipment that will affect the operation of the systems.

3.3.2 Preventive Maintenance

Preventive Maintenance includes the testing, verification, inspection, inventory, and drawing creation for ATG, AFSS, IAS and OPE at the various Army, Air Force, Navy and Marine Corps fuels facilities. The contractor shall monitor the Preventive Maintenance Schedule for changes and progression. They shall verify completion and accuracy of Preventive Maintenance documents, equipment inventory list, certification testing, drawings, and updates.

The contractor shall review and compare equipment data to the configuration drawings for each site making sure that number and type of equipment data gathered matches the drawings. They shall report any discrepancies between the data and site configuration drawings to the SPAWARSYSCEN Atlantic Project Manager.

The contractor shall prepare and revise test procedures for verifying ATG and AFSS systems under corrective, preventive, and site support issues.

3.3.2 Site Support

The contractor shall review each ticket to determine whether a specific ticket is out of the scope of the maintenance program. If the ticket is not within the scope, the appropriate SPAWAR Project Engineer will handle the issue as site support. Facts concerning site support will be collected and a description on the scope of work to resolve this ticket will be provided by the contractor. Discussions will be initiated with the SPAWAR Project Engineer to determine if travel to the site to gather more information is required. The contractor shall perform site surveys to determine scope of work on site support issues or to verify satisfactory completion of repairs. Once the survey is completed, the contractor shall update individual site support projects in the Dimensions Management Database and coordinate work with site personnel.

The contractor shall assist with the development of requirements and requirement descriptions for new systems or system upgrades. This includes preparing task descriptions of Site Support issues, SOW's, SOP's and PRD's associated with the ATG and AFSS maintenance programs.

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3.3.3 CMMI and other Command Business Processes

The contractor shall foster, implement, and resolve team CMMI and other command business process issues. This includes maintaining the accuracy of and adherence to the Automation Program’s Maintenance Program Management Plan (PMP) listed in paragraph 2.1 of this SOW. The contractor shall assist with maintaining the development and implementation of Maintenance Standard Operating Procedures (SOP).

The contractor shall assist the Quality Assurance and Requirements Managers with development, implementation, and sustainment of metrics for the ATG and AFSS maintenance programs.

3.3.4 Other Assigned Duties

The contractor shall assist the team Leader with improvements to DESC/SPAWARSYSCEN Atlantic Help Desk operations.

The contractor shall assist analyzing and seeking better ways to collect data, improve hardware and software performance, and communications. This includes assisting the Team Leader with conducting trend analysis of trouble tickets, seeking indicators of recurring failures, seasonal failures, poorly performing equipment or materials.

The contractor shall monitor internal tasking schedule coordinating the completion of scheduled action items with SPAWARSYSCEN Atlantic Project Manager and team members. This includes working with other Team Leaders to resolve site, programmatic, contractual issues, concerns, and problems. The contractor shall travel with team members to discover and resolve maintenance issues, concerns, and problems. When the contractor does travel, trip reports shall be completed for each site visit.

The contractor shall assist the Team Leader with developing power point presentations to inform the Program Manager, Senior Management, customers, and sponsors of status, development initiatives, program issues, concerns, and problems, and financial status.

The contractor shall equip technicians working this task with a mobile phone and digital camera to perform the duties and tasks listed in this SOW.

3.4 TASK D- BSME HELP DESK/ISC COORDINATION

(Funding Documents -SP0600MR110901, SP0600MR120901, SC06001300089, SC06001400142, SC06001400530, SC06001500198, SC06001500637)

Contractor shall manage the data flow between the SPAWAR Integrated Support Center (ISC) and the BSME Help Desk. They shall review the work orders from the BSME Help Desk to ISC to ensure the tickets are being routed to the right maintenance contractor. The contractor resolves any misrouted work orders and determines the best course of action required to have the work order routed to the correct maintenance contractor that

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can resolve the associated work order. The contractor shall follow the work processes set forth in these programs under paragraph 2.0 of this PWS and ensure the maintenance technicians of these programs follow the government defined work process. The contractor shall review each active work order each day to ensure the maintenance technicians are properly updating the tickets. The contractor shall determine and gather the facts behind a conflict that arise with a work order and record the facts in the work order providing the information to the SPAWARSYSCEN Atlantic personnel assigned to the ATG/AFSS/AFHE programs. The contractor shall update the BSME Help Desk database on each work order assigned to SPAWARSYSCEN Atlantic.

The contractor shall prepare weekly reports for the Program Sponsors, Defense Energy Supply Center (DESC) and Defense Logistics Agency (DLA). The weekly reports shall inform the status of the active work orders that the BSME Help Desk assigned to the SPAWAR ISC. The report shall involve trends for the active work orders over period of time recording the new work orders during a period and the number of close work orders. The contractor shall plan to review and process 300 new work orders in one week and update 800 active work orders in the BSME Help Desk each week.

3.5 TASK E - AUTOMATION FUELS INVENTORY

(FUNDING DOCUMENTS -SP0600MR110901, SP0600MR120901, SC06001300089, SC06001400142, SC06001400530, SC06001500198, SC06001500637)

The contractor shall track and review inventory data sheets, drawings, configuration files, and Preventive Maintenance (PM) Reports from the maintenance technicians on the Automation Maintenance team. The contractor shall review PM reports to determine what data was collected by the maintenance technicians, enter the date that SPAWARSYSCEN Atlantic received the inventory data, drawings, configuration files, and PM reports. The contractor shall report any missing data or drawings to SPAWARSYSCEN Atlantic Project Manager. The contractor shall enter the inventory data reported in the PM package to the CIMS equipment database. The contractor shall also upload configuration drawings and files into the Automation Document Repository.

4.0 QUALITY ASSURANCE

4.1 QUALITY ASSURANCE SYSTEM

In accordance with the provisions of FAR 52.246-11, the following requirements for contractor maintenance of “quality assurance and control (inspection) system” are incorporated in this contract. Upon award, the Prime Contractor shall provide and maintain a quality/inspection system that, as a minimum, adheres to the requirements of ANSI/ISO Q9001 (Quality Systems-Model for Quality Assurance in Design/Development, Production, Installation, and Servicing) and supplemental requirements imposed by this contract. The quality system shall be documented and contain procedures, planning, and all other documentation and data necessary to provide

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an efficient and effective quality system based on their internal auditing system. At all times, the quality system shall be made available to the government for review at both a program and worksite services level. Existing quality documents that meet the requirements of this contract may continue to be used. The Contractor shall also require all subcontractors to possess a quality assurance and control program commensurate with the services and supplies to be provided as determined by the Prime's internal audit system. The Government reserves the right to disapprove the Contractor's and/or subcontractor's quality system or portions thereof when the quality system(s) fails to meet contractual requirements at either the program or worksite services level.

4.2 QUALITY MANAGEMENT PROCESS COMPLIANCE

At a minimum, due to existing Program requirements, the quality system for all services provided under this contract shall conform to the standards of Software Engineering Institute's Capability Maturity Model (CMM) and/or Capability Maturity Model Integration (CMMI) in the relevant profession, trade, or field of endeavor. The Prime Contractor shall be CMMI SE/SW Level III appraised at their local facility at time of contract award by an independent Standard CMMI Appraisal Method for Process Improvement (SCAMPI) assessment. The Contractor shall provide evidence of said certifications upon request. The documented quality system shall be used to ensure that the end product of each task conforms to contract requirements whether produced by the Contractor or provided by approved subcontractors or vendors. The quality system shall provide for control over all phases of the various types of tasks, from initial manning and material ordering to completion of final tasking, before offering to the government for acceptance as specified in this contract or task orders Performance Work Statement (PWS). All services shall be rendered according to the documented quality system and directly supervised by individuals qualified in the relevant profession or trade.

4.3 QUALITY CONTROL

Unless otherwise directed, the Contractor is responsible for all quality control inspections necessary in the performance of the various tasks as assigned and identified by the respective WBS, POA&M or procedural quality system document. The Government reserves the right to perform any inspections deemed necessary to assure that the Contractor provided services, documents, and material meet the prescribed requirements and to reject any or all services, documents, and material in a category when nonconformance is established.

4.4 QUALITY MANAGEMENT DOCUMENTATION

In support of the contract's Quality Assurance Surveillance Plan (QASP) and Contractor Performance Assessment Reporting System (CPARS) the contractor shall provide the following documents: Contractor CPARS Draft Approval Document (CDAD) Report

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(CDRL A002) submitted monthly.

5.0 DOCUMENTATION AND DELIVERABLES

5.1 CONTRACT DATA REQUIREMENT LISTINGS (CDRLs) Attachment 1

The following CDRL listing identifies the data item deliverables required under this contract and the applicable section of the PWS for which they are required. Section J includes the DD Form 1423s that itemize each Contract Data Requirements List (CDRL) required under the base contract. The contractor shall establish a practical and cost-effective system for developing and tracking the required CDRLs generated under each task.

CDRL #	Description	PWS
		Reference Paragraph
A001	Program Management Task Order & Contract Monthly Status Report	3.1.3.1
A002	QASP and Contractor CPARS Draft Approval Document (CDAD) Report	3.1.4, 4.4
A003	OCONUS Deployment Reports	7.2
A004	TO Closeout Report	10.0

5.2 ELECTRONIC FORMAT

At a minimum, the deliverables shall be provided electronically by email; hard copies are only required if requested by the government. To ensure information compatibility, the contractor shall guarantee all deliverables (i.e., CDRLs), data, correspondence, and etc., are provided in a format approved by the receiving government representative. All data shall be provided in an editable format compatible with SSC ATLANTIC corporate standard software configuration as specified below. Contractor shall conform to SSC ATLANTIC corporate standards within 30 days of contract award unless otherwise specified. *The initial or future upgrades costs of the listed computer programs are not chargeable as a direct cost to the government.*

	Deliverable	Software to be used
a.	Word Processing	Microsoft Word
b.	Technical Publishing	PageMaker/Interleaf/SGML/ MSPublisher

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	Deliverable	Software to be used
c.	Spreadsheet/Graphics	Microsoft Excel
d.	Presentations	Microsoft PowerPoint
e.	Scheduling	Microsoft Project
f.	Computer Aid Design (CAD) Drawings	AutoCAD/Visio

5.3 INFORMATION SYSTEM

5.3.1 Electronic Communication

The contractor shall have broadband Internet connectivity and an industry standard email system for communication with the government. The contractor shall be capable of Public Key Infrastructure client side authentication to DOD private web servers. Unless otherwise specified, all key personnel on contract shall be accessible by email through individual accounts during all working hours.

5.3.2 Information Security

The contractor shall provide adequate security for all unclassified DoD information passing through non-DoD information system including all subcontractor information systems utilized on contract. Unclassified DoD information shall only be disseminated within the scope of assigned duties and with a clear expectation that confidentiality will be preserved. Examples of such information include the following: non-public information provided to the contractor, information developed during the course of the contract, and privileged contract information (e.g., program schedules, contract-related tracking).

5.3.2.1 Safeguards

The contractor shall protect government information and shall provide compliance documentation validating they are meeting this requirement. The contractor and all utilized subcontractors shall abide by the following safeguards:

5.3.2.1.1 Do not process DoD information on public computers (e.g., those available for use by the general public in kiosks or hotel business centers) or computers that do not

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have access control.

5.3.2.1.2 Protect information by at least one physical or electronic barrier (e.g., locked container or room, login and password) when not under direct individual control.

5.3.2.1.3 Sanitize media (e.g., overwrite) before external release or disposal.

5.3.2.1.4 Encrypt all information that has been identified as controlled unclassified information (CUI) when it is stored on mobile computing devices such as laptops and personal digital assistants, or removable storage media such as thumb drives and compact disks, using the best available encryption technology.

5.3.2.1.5 Limit information transfer to subcontractors or teaming partners with a need to know and a commitment to at least the same level of protection.

5.3.2.1.6 Transmit e-mail, text messages, and similar communications using technology and processes that provide the best level of privacy available, given facilities, conditions, and environment. Examples of recommended technologies or processes include closed networks, virtual private networks, public key-enabled encryption, and Transport Layer Security (TLS). Encrypt organizational wireless connections and use encrypted wireless connection where available when traveling. If encrypted wireless is not available, encrypt application files (e.g., spreadsheet and word processing files), using at least application-provided password protection level encryption.

5.3.2.1.7 Transmit voice and fax transmissions only when there is a reasonable assurance that access is limited to authorized recipients.

5.3.2.1.8 Do not post DoD information to Web site pages that are publicly available or have access limited only by domain or Internet protocol restriction. Such information may be posted to Web site pages that control access by user identification or password, user certificates, or other technical means and provide protection via use of TLS or other equivalent technologies. Access control may be provided by the intranet (vice the Web site itself or the application it hosts).

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5.3.2.1.9 Provide protection against computer network intrusions and data exfiltration, minimally including the following:

(1) Current and regularly updated malware protection services, e.g., anti-virus, anti-spyware.

(2) Monitoring and control of inbound and outbound network traffic as appropriate (e.g., at the external boundary, sub-networks, individual hosts) including blocking unauthorized ingress, egress, and ex-filtration through technologies such as firewalls and router policies, intrusion prevention or detection services, and host-based security services.

(3) Prompt application of security-relevant software patches, service packs, and hot fixes.

5.3.2.1.10 As applicable, comply with other current Federal and DoD information protection and reporting requirements for specified categories of information (e.g., medical, critical program information (CPI), personally identifiable information, export controlled).

5.3.2.1.11 Report loss or unauthorized disclosure of information in accordance with contract or agreement requirements and mechanisms.

5.3.2.2 Compliance

The contractor shall include in their quality processes procedures that are compliant with information security requirements.

6.0 SECURITY

6.1 ORGANIZATION

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All work performed under this contract is “unclassified.”

6.2 FACILITY CLEARANCE

No facility clearance required.

6.3 PERSONNEL

The Contractor shall conform to the provisions of DOD 5220.22M, SECNAVINST 5510.30, and the Privacy Act of 1974. The Contractor shall employ personnel that possess and can maintain appropriate security clearances at the appropriate level(s). At a minimum, the contractor shall validate that the background information provided by their employees is correct. *Cost to meet these security requirements is not directly chargeable to task order.*

Prior to starting work on the task, contractor personnel shall comply with IT access authorization requirements. In addition, contractor personnel shall possess the appropriate IT level of access for the respective task and position assignment as required by DoDD 8500.1, Information Assurance and DoDI 8500.2, Information Assurance (IA) Implementation. Any future revision to the respective directive and instruction shall be applied to the TO level as required. Contractor personnel shall handle and safeguard any unclassified but sensitive and classified information in accordance with appropriate Department of Defense security regulations. Any security violation shall be reported immediately to the respective Government Project Manager

6.3.1 Control of Contractor Personnel

6.3.1.1 Site Security. The contractor shall comply with site security regulations. All persons engaged in work while on Government property shall be subject to inspection of their vehicles at any time by the Government, and shall report any known or suspected security violations to the Security Department at that location. Contractor Personnel located within government spaces shall be subject to Identification and badge requirements are specified under local contract(Contractor Picture Badge and Contractor Identification).

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6.3.1.2 Accessing IT Systems. If contractor personnel require access to any Navy IT system or resource at SSC Atlantic (directly or indirectly), the contractor personnel assigned to the contract shall be required to obtain a Common Access Card (CAC) with Public Key Infrastructure (PKI) for access to Department of Defense facilities and websites. In addition, a hardware solution and software (e.g., ActiveGold) is required to securely read the card via a personal computer. Prior to receipt of a CAC, all contractor personnel shall be required to complete the mandatory annual IA training and submit a signed System Authorization Access Request Navy (SAAR-N) form to the contract's specified Contracting Officer's Representative (COR).

6.3.1.3 Accessing Navy Enterprise Resources Planning (ERP) Management System. Contractor personnel assigned to perform work under this contract may require access to Navy Enterprise Resource Planning (Navy ERP) System. Prior to accessing any Navy ERP System, contractor personnel shall contact the applicable Navy, Marine Corps Internet (NMCI) Assistant Customer Technical Representative (ACTR) and obtain an NMCI account. ACTRs can be found on the NMCI Homeport website at: https://nmcicustomerreporting/CTR_Lookup/index.asp Once an NMCI account has been established, the contractor shall submit a request for Navy ERP access and the role required via the Contracting Officers Representative or Task Order Manager (COR/TOM) to the Competency Role Mapping POC. The COR/TOM will validate the need for access, ensure all prerequisites are completed, and with the assistance of the Role Mapping POC, identify the Computer Based Training requirements needed to perform the role assigned. Items to have been completed prior to requesting a role for Navy ERP include: Systems Authorization Access Request (SAAR-N), DD Form 2875, Oct 2007, Annual Information Assurance (IA) training certificate and SF85P.

(a) For this procedure, reference to the COR shall mean the PCO for contracts that do not have a designated COR. For directions on completing the SF85P, the contractor is instructed to consult with their company's Security Manager. In order to maintain access to required systems, the contractor shall ensure completion of annual IA training, monitor expiration of requisite background investigations, and initiate re-investigations as required.

(b) For DoD Information Assurance Awareness training, contractor shall use this site:

<http://iase.disa.mil/index2.html>. DIRECTIONS (Subject to Change): On the right side under "IA Training:" select "IA Training Available Online". On the next page select the frame with "DoD Information Assurance Awareness". When the next page comes up,

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select "Launch DoD Information Assurance Awareness.

6.3.2 IT Position Categories

In accordance to DoDD 8500.2, SECNAVINST 5510.30, and applicable to unclassified DoD information systems, a designator shall be assigned to certain individuals that indicates the level of IT access required to execute the responsibilities of the position based on the potential for an individual assigned to the position to adversely impact DoD missions or functions. As defined in DoD 5200.2-R and SECNAVINST 5510.30, the IT Position categories include:

- **IT-I (Privileged)**
- **IT-II (Limited Privileged)**
- **IT-III (Non-Privileged)**

Note: The term IT Position is synonymous with the older term Automated Data Processing (ADP) Position (as used in DoD 5200.2-R, Appendix 10).

Investigative requirements for each category vary, depending on the role and whether the individual is a U.S. civilian contractor or a foreign national. The Contractor PM shall assist the Government Project Manager or COR in determining the appropriate IT Position Category assignment for all contractor personnel. All required SSBI, SSBI Periodic Reinvestigation (SSBI-PR), and National Agency Check (NAC) adjudication shall be performed in accordance with DoDD 8500.2 and SECNAVINST 5510.30. IT Position Categories shall be determined based on the following criteria:

6.3.2.1 IT-I Level (Privileged) - Positions in which the incumbent is responsible for the planning, direction, and implementation of a computer security program; major responsibility for the direction, planning and design of a computer system, including the hardware and software; or, can access a system during the operation or maintenance in such a way, and with a relatively high risk for causing grave damage, or realize a significant personal gain. Personnel whose duties meet the criteria for IT-I Position designation require a favorably adjudicated SSBI or SSBI-PR. The SSBI or SSBI-PR shall be updated a minimum of every 5 years.

6.3.2.2 IT-II Level (Limited Privileged) - Positions in which the incumbent is

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responsible for the-direction, planning, design, operation, or maintenance of a computer system, and whose work is technically reviewed by a higher authority at the IT-II Position level to insure the integrity of the system. Personnel whose duties meet the criteria for an IT-II Position require a favorably adjudicated NAC.

6.3.2.3 IT-III Level (Non-privileged) - All other positions involved in computer activities. Incumbent in this position has non-privileged access to one or more DoD information systems/applications or database to which they are authorized access. Personnel whose duties meet the criteria for an IT-III Position designation require a favorably adjudicated NAC.

6.3.3 Security Training

The contractor shall educate employees on the procedures for the handling and production of classified material and documents, and other security measures as described in the PWS in accordance with DoD 5220.22M.

6.3.4 Disclosure of Information

Contractor employees shall not discuss or disclose any information provided to them in the performance of their duties to parties other than authorized Government and contractor personnel who have a "need to know". Any information or documentation developed by the contractor under direction of the government shall not be used for other purposes without the consent of the government KO.

6.3.5 Visit Request

Contractor's request for visit authorization shall be submitted to the COR and in accordance with DoD Manual 5220.22M, Industrial Security Manual for Safeguarding Classified Information not later than one (1) week prior to visit. For visitation to SPAWARSSYSCEN Atlantic, Charleston, SC, a visit request shall be forwarded via Space and Naval Warfare Systems Center Atlantic, P.O. Box 190022, North Charleston, SC 29419-9022, Attn: Security Office, for certification of need to know by the specified COR/DOCOR. For visitation to all other govt. locations, Visit Request documentation shall be forwarded directly to the on-site facility's security office (to be identified at task order level) via /copy shall be forwarded to the Task Order COR.

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6.4 DATA HANDLING AND USER CONTROLS

6.4.1 Data Handling

At a minimum, the contractor shall handle all data received or generated under this contract as For Official Use Only (FOUO) material. Any classified information received or generated shall be handled in accordance with the attached DD Form 254 and in shall be in compliance with all applicable PWS references and to other applicable Government policies and procedures that include DOD/Navy/SPAWAR.

6.4.2 Effective Use of Controls

The contractor shall screen all electronic deliverables or electronically provided information for malicious code using DoD approved anti-virus software prior to delivery to the Government. The contractor shall utilize appropriate controls (firewalls, password protection, encryption, digital certificates, etc) at all times to protect contract related information processed, stored or transmitted on the contractor's and Government's computers/servers to ensure confidentiality, integrity, availability, authentication and non-repudiation. This includes ensuring that provisions are in place that will safeguard all aspects of information operations pertaining to this contract in compliance with all applicable PWS references.

7.0 TRAVEL

7.1 The majority of the work under this contract shall be performed at SSC Atlantic (Contractor and Government facilities). The Pacific Maintenance Coordination as described in the PWS shall be in Ohau, Hawaii at Hickam AFB. Travel shall be performed in accordance with local contract In support of various tasks, the contractor shall be prepared and required to travel, at a minimum, to the following locations:

- 1) DOD facilities worldwide (CONUS and OCONUS)**
- 2) Other sovereign and foreign government and commercial facilities**

Note: Travel specifically to Iraq or Afghanistan shall not be performed under this

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contract.

7.2 As specified in this PWS, the contractor shall be required to travel to locations outside the Continental limits of the United States (OCONUS) both shore. Commencing one week following award of this PWS which requires contractor personnel to travel OCONUS (to include Hawaii and Alaska), the contractor shall submit OCONUS Deployment Reports (CDRL A003). Contractor employees who deploy to locations that require immunizations shall do so in accordance with Department of Defense Instruction (DoDI) 6205.4, Department of the Navy (DON), and Space and Naval Warfare Systems Center Atlantic Instruction (SPAWARSYSCENLANTINST) 12910.1.

8.0 GOVERNMENT FACILITIES

As specified in the PWS, Government facilities (i.e., office space, computer hardware/software, or lab space) will be provided to those labor categories that would otherwise adversely affect the work performance if they were not available on-site. All Contractor personnel with supplied government facilities shall be located at BLDG 3405 and 3406 at SSC Atlantic in Charleston, SC. The Pacific Coordination shall be located at Hickam AFB in Ohau, Hawaii. Note: *The burdened labor rate for those contractor personnel designated as "government site" shall include overhead costs allocable to government site work, consistent with the contractor's established accounting practices.*

9.0 CONTRACTOR FACILITIES

None

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10.0 GOVERNMENT FURNISHED PROPERTY

In accordance to FAR 45.102, all government furnished property shall be specified in the base contract (see clause 5252.245-9201) or specifically in individual task orders. Contractors shall not take receipt or transfer custody of any government property without having contractual authority and having the proper paperwork – Requisition and Invoice/Shipping Document (DD1149). The contractor is responsible for internally tracking all equipment, material, tools, equipment, and “facilities” (i.e., government owned computer). All items tracked shall reference the contract number, the relevant task order, and the completion date of each task order. The contractor shall be responsible for notifying the Project Engineer and the contracting officer within one week after the occurrence if any government furnished property is missing, stolen, or recovered. In accordance with FAR 52.245-1, Contract shall promptly furnish a written narrative of all incidents of loss, damage, destruction or theft to the government. Failure to disclose lost or stolen property within the allotted timeframe shall make the contractor ultimately responsible for its immediate replacement. Unless otherwise directed,

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disposition of government property shall be in accordance to local contract clause C-314. When not specified, all government property shall be returned to the designated government representative upon completion of each task order. Final reporting shall be part of TO Closeout Report (CDRL A004).

Proper procedures for accepting government property shall be followed. Providing GFP through other means places the government at risk in areas such as contractor liability and government accountability. Both government and contractor personnel are responsible for following proper GFP procedures; otherwise, serious consequences may result. Non-compliance with the contract's GFP terms and conditions shall be considered in the CPARS assessment process.

11.0 SAFETY ISSUES

The Contractor shall be responsible for ensuring the safety of all company employees, other working personnel, and Government property. The Contractor is solely responsible for compliance with the Occupational Safety and Health Act (OSHA) (Public Law 91-596) and the resulting standards, OSHA Standard 29 CFR 1910 (general), 1915 (shipboard/submarine) and 1926 (shore), and for the protection, safety and health of their employees and any subcontractors assigned to the respective task orders under this contract. It is the Contractor's sole responsibility to make certain that all safety requirements are met and are documented as part of their quality management system. For performance of work at government facilities, the Contractor shall adhere to local clause C-324 Occupational Safety and Health Requirements. Contractor shall immediately report any accidents involving government or contractor personnel injuries or property/equipment damage to the contracting officer and COR. Additionally, the Contractor is responsible for securing the scene and impounding evidence/wreckage until released by the contracting officer.

11.1 SAFETY EQUIPMENT

All personnel safety equipment required to perform work under this contract shall be provided by the Contractor and must be in satisfactory working order. Personal safety equipment shall include, but not be limited to -- hard-hats, safety shoes, safety gloves, goggles, hearing protection, non-flammable clothing for hot work personnel, gas/oxygen detectors for confined spaces, face shields, and other types of safety equipment required to assure a safe work environment and compliance with applicable federal, state and local safety regulations.

11.2 SAFETY TRAINING

The Contractor shall be responsible to train all personnel that require safety training. Specifically, where Contractors are performing work at Navy shore installations, that requires entering manholes or underground services utility the Contractor shall provide a qualified person as required in 29 CFR 1910 or 29 CFR 1926 or as recommended by the

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National Institute for Occupational Safety and Health (NIOSH) Criteria Document for Confined Spaces. Also, when contractors are required to scale a tower, all applicable personnel shall have Secondary Fall Protection and Prevention training.

12.0 Personnel Qualifications

12.1 CONUS and Pacific Management, Inspection and Coordination

The level of skills for these positions shall be:

- (1) The ability to use a computer to perform duties assigned under this SOW.**
- (2) The ability to use the following Microsoft application software.**
 - (a) Word**
 - (b) Excel**
 - (c) Access**
 - (d) Power Point**
 - (e) Project Manager**
 - (f) Visio**
 - (g) Internet Explorer**
- (3) Knowledge of military protocol and the importance of the military chain of command.**
- (4) Knowledge of the following ATG systems.**
 - (a) Veeder Root TLS (TLS) Series ATG System.**
 - (b) Ronan (X76CTM) Series ATG System.**
 - (c) ENRAF 854 Servo ATG System.**
 - (d) ENRAF 818 STIC ATG System.**
 - (e) Hectronic Optilevel HLS 3010HF ATG System.**
 - (f) L&J Technologies 8100 ATG System.**
 - (g) Barton 3500 ATG System.**

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(h) GSI-MTG ATG System.

(i) MTS Level Plus M-Series Probes.

- (5) Completed the Level 3 course of Veeder-Root UST Monitoring Systems**
- (6) Completed the training course for Ronan Series X76 Leak Detection Monitors**
- (7) Experience with ATG/AFSS maintenance programs within the military**
- (8) Technical troubleshooting skills to troubleshoot the ATG and AFSS equipment.**
- (9) Completed the SYNTECH FUELMASTER Technical Training Course on operational procedures and troubleshooting.**
- (10) Knowledge of the following AFSS systems.**
 - (a) SYNTECH FUELMASTER 2550/2551 DoD AE 2.2**
 - (b) APOSD**
 - (c) MAFSS**

12.2 BSME HELP DESK/ISC COORDINATION AND AUTOMATION FUELS INVENTORY

The level of skills these positions shall be:

- (1) The ability to use a computer to perform duties assigned under this SOW.**
- (2) The ability to use the following Microsoft application software.**
 - (a) Word**
 - (b) Excel**
 - (c) Access**
 - (d) Power Point**
 - (e) Project Manager**
 - (f) Visio**
 - (g) Internet Explorer**

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(3) Knowledge of military protocol and the importance of the military chain of command.

[END OF PWS]

C-313 SECURITY REQUIREMENTS (DEC 1999)

The work to be performed under this contract as delineated as UNCLASSIFIED.

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 Security Officer Code OA1, SPAWAR Systems Center Charleston, P.O. Box 190022, North Charleston, SC 29419-9022.

C-315 WORKWEEK (DEC 1999)

(a) All or a portion of the effort under thiCDRs contract will be performed on a Government installation. The normal workweek for Government employees at SPAWAR Systems Center Charleston and its Detachments is Monday through Friday 0730 to 1600. 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:

Name of Holiday Time of Observance

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

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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-719 EXEMPTION FROM ELECTRONIC AND INFORMATION TECHNOLOGY ACCESSIBILITY REQUIREMENTS (JUN 2001)

- (a) The Government has determined that the following exemption(s) to the Electronic and Information Technology (EIT) Accessibility Standards (36 C.F.R. § 1194) are applicable to this procurement:

- The EIT to be provided under this contract has been designated as a National Security System.
- The EIT acquired by the contractor is incidental to this contract.
- The EIT to be provided under this contract would require a fundamental alteration in the nature of the product or its components in order to comply with the EIT Accessibility Standards.
- The EIT to be provided under this contract will be located in spaces frequented only by service personnel for maintenance, repair, or occasional monitoring of equipment.
- Compliance with the EIT Accessibility Standards would impose an undue burden on the agency.
- The EIT to be provided under this contract is purchased in accordance with FAR Subpart 13.2 prior to January 1, 2003.

- (b) Notwithstanding that an exemption exists, the Contractor may furnish supplies or services provided under this contract that comply with the EIT Accessibility Standards (36 C.F.R. § 1194).

C-720 PERFORMANCE BASED REVIEW AND ACCEPTANCE PROCEDURES

This is a performance based order, as defined in FAR Part 37.6. Contractor performance will be reviewed in accordance with the Quality Assurance Plan as follows:

QUALITY ASSURANCE PLAN

- (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

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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 on 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, the TOM will prepare a Task Order Performance Evaluation (TOPE) documenting the results of the efforts performed under paragraph 3.a. above.
- c. The TOM will upload the TOPE to the SeaPort Portal.

(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 TOM will submit a negative TOPE on the SeaPort Portal for the applicable Performance Standard.
- b. This is a significant negative remedy as the TOPE is a key part of the Performance Monitoring process which:
 - i. Provides input to the annual Contractor Performance Assessment Report (CPAR); and
 - ii. Determines the contractor's ability to earn term extensions to its basic SeaPort-e contract in accordance with the Award Term provisions contained therein.

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SECTION D PACKAGING AND MARKING

SHIP TO INFORMATION:

See Section G - Task Order Manager

Packaging and Marking shall be in accordance with Section D of the SeaPort-e Multiple Award IDIQ contract.

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

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SECTION E INSPECTION AND ACCEPTANCE

E-303 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 duly authorized representative.

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SECTION F DELIVERABLES OR PERFORMANCE

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

4000	4/1/2011 - 3/31/2012
4001	4/1/2012 - 3/31/2013
4002	4/1/2013 - 3/31/2014
4003	4/1/2014 - 3/31/2015
4004	4/1/2015 - 12/31/2016
6000	4/1/2011 - 3/31/2012
6001	4/1/2012 - 3/31/2013
6002	4/1/2013 - 3/31/2014
6003	4/1/2014 - 3/31/2015
6004	4/1/2015 - 12/31/2016

CLIN - DELIVERIES OR PERFORMANCE

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

4000	4/1/2011 - 3/31/2012
4001	4/1/2012 - 3/31/2013
4002	4/1/2013 - 3/31/2014
4003	4/1/2014 - 3/31/2015
4004	4/1/2015 - 12/31/2016
6000	4/1/2011 - 3/31/2012
6001	4/1/2012 - 3/31/2013
6002	4/1/2013 - 3/31/2014
6003	4/1/2014 - 3/31/2015
6004	4/1/2015 - 12/31/2016

Services to be performed hereunder will be provided at (insert specific address and building etc.)

F-303 PERIODS OF PERFORMANCE

The above periods of performance for the option(s) to extend the term of the task 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 extent that the basic contract period of performance is extended.

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SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager

██████████
P.O. Box 19022
North Charleston, SC 29419-9022
email: ██████████
Phone: ██████████

G-314 TYPE OF CONTRACT (DEC 1999)

This is a Cost plus fixed fee task order.

G-317 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, 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:

Invoice Type	Cost Vouchers
Issued by	N65236
Admin by	Code S2404A
DCAA Auditor	Code HAA031 HERNDON BRANCH OFFICE
Service Approver	Code S2404A
Pay by	Code HQ0338

INVOICING AND PAYMENT INSTRUCTIONS FOR MULTIPLE ACCOUNTING CLASSIFICATION

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CITATIONS

Consistent with task order clause 5252.232-9206, 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). 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.

ACTIVITY OMBUDSMAN

The SPAWAR Ombudsman for this Task Order is:

Name: Robert Meddick
Code: 8.6.2
Address: PO Box 190022, N. Charleston, SC 29419
Phone: (843) 218-5115
Email: robert.meddick@navy.mil

Accounting Data

SLINID	PR Number	Amount
400001	1300199240	[REDACTED]
LLA :		
AA 97X4930 5CF0 01 25.1 S P0600M R1 10901 EQIP CLIN(50 01) S33150		
Standard Number: SP0600MR110901		
Network ID: 100000461734.0110		
PWS Tasks 3.2, 3.3 and 3.4		
600001	1300199240	[REDACTED]
LLA :		
AA 97X4930 5CF0 01 25.1 S P0600M R1 10901 EQIP CLIN(50 01) S33150		
Standard Number: SP0600MR110901		
Network ID: 100000461734.0150		
PWS Task 3.2, 3.3 and 3.4		
BASE Funding 788936.76		
Cumulative Funding 788936.76		
MOD 01		
400101	1300256174	[REDACTED]
LLA :		
AB 97X4930 5CF0 01 25.1 S P0600M R1 20901 EQIP CLIN(50 01) S33150		
Standard Number: SP0600MR120901		
NWA # 100000678703 0070		
600101	1300256174	[REDACTED]
LLA :		
AB 97X4930 5CF0 01 25.1 S P0600M R1 20901 EQIP CLIN(50 01) S33150		
Standard Number: SP0600MR120901		
NWA# 100000678703 0070		
MOD 01 Funding 977144.02		
Cumulative Funding 1766080.78		
MOD 02		
400201	1300337947	[REDACTED]
LLA :		
AC 97X4930 5CFX 203 4610 001 3111 P.2013.00055.001 S33189		

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Standard Number: SC06001300089
NWA #100000777095 0070

600201 1300337947 [REDACTED]
LLA :
AC 97X4930 5CFX 203 4610 001 3111 P.2013.00055.001 S33189
Standard Number: SC06001300089
NWA #100000777095 0070

MOD 02 Funding 866264.36
Cumulative Funding 2632345.14

MOD 03 Funding 0.00
Cumulative Funding 2632345.14

MOD 04

400301 1300407655 [REDACTED]
LLA :
AD 97X4930 5CFX 203 4610 0 01 311 1 P.2014 .00134.001 S33189
Standard Number: SC06001400142
ACRN: AD
PR: 1300407655
Doc: SC06001400142
NWA: 100000893570 0090

600301 1300407655 [REDACTED]
LLA :
AD 97X4930 5CFX 203 4610 0 01 311 1 P.2014 .00134.001 S33189
Standard Number: SC06001400142
ACRN: AD
PR: 1300407655
Doc: SC06001400142
NWA: 100000893570 0090

MOD 04 Funding 798931.28
Cumulative Funding 3431276.42

MOD 05

400302 130043191200001 [REDACTED]
LLA :
AE 97X4930 5CFX 203 4602 0 01 253 0 P.2014 .00477.001 S33189
ACR:AE
PR 1300431912
Funding Doc# SC06001400530
NWA/BS# 100000918399 0090

MOD 05 Funding 265658.57
Cumulative Funding 3696934.99

MOD 06

400001 1300199240 [REDACTED]
LLA :
AA 97X4930 5CF0 01 25.1 S P0600M R1 10901 EQIP CLIN(50 01) S33150
Standard Number: SP0600MR110901
Network ID: 100000461734.0110
PWS Tasks 3.2, 3.3 and 3.4

400002 130045846200001 [REDACTED]
LLA :
AF 97X4930 5CFX 203 4610 0 01 311 1 S33189
MIPR Number: SC06001401014
NWA# 100000967061 0030

MOD 06 Funding 0.00

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Cumulative Funding 3696934.99

MOD 07

400401 130047457100001 [REDACTED]
 LLA :
 AG 97X4930 5CFX 203 4610 0 01 311 1 P.2015 .00173.001 S33189 N/A
 Standard Number: SC06001500198
 NWA: 100001008009 0090

600401 130047457100001 [REDACTED]
 LLA :
 AH 97X4930 5CFX 203 4610 0 01 311 1 P.2015 .00173.001 S33189 N/A
 Standard Number: SC06001500198
 NWA: 100001008009 0090

MOD 07 Funding 804000.00
 Cumulative Funding 4500934.99

MOD 08

400402 130050568700001 [REDACTED]
 LLA :
 AJ 97X4930 5CFX 203 4602 0 01 253 0 P.2015 .00573.001 S33189
 ACRN:AJ
 CIN# 130050568700001
 NWA/BS# 100001037014 0060
 Funding Doc: SC06001500637

MOD 08 Funding 285000.00
 Cumulative Funding 4785934.99

MOD 09

400403 130054258600001 [REDACTED]
 LLA :
 AK 97X4930 5CFX 203 4610 0 01 311 1 P.2016 .00051.001 S33189
 ACRN:AK
 CIN# 130054258600001
 Funding Doc# SC06001600245
 NWA/BS # 100001113662 0090

600402 130054258600002 [REDACTED]
 LLA :
 AK 97X4930 5CFX 203 4610 0 01 311 1 P.2016 .00051.001 S33189
 ACRN:AK
 CIN# 130054258600002
 Funding Doc# SC06001600245
 NWA/BS # 100001113662 0090

MOD 09 Funding 307964.00
 Cumulative Funding 5093898.99

MOD 10

400404 130054365300001 [REDACTED]
 LLA :
 AL 97X4930 5CFX 203 4610 0 01 311 1 P.2016 .00051.001 S33189
 ACRN:AL
 CIN# 130054365300001
 NWA/BS# 100001113662 0090
 Funding Doc# SC06001600245

MOD 10 Funding 859664.06
 Cumulative Funding 5953563.05

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SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.232-9206 SEGREGATION OF COSTS (DEC 2003)

(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 (if applicable), by line item, task or subtask.

(b) Where multiple lines of accounting are present, the ACRN preceding the accounting citation will be found in Section B and/or Section G. 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-350 REIMBURSEMENT OF TRAVEL COSTS (NOV 2005)

(a) Contractor Request and Government Approval of Travel

Any travel under this contract must be specifically requested in writing, by the contractor prior to incurring any travel costs. If this contract is a definite or indefinite delivery contract, then the written Government authorization will be by task/delivery orders issued by the Ordering Officer or by a modification to an issued task/delivery order. If this contract is not a definite or indefinite delivery contract, then the written Government authorization will be by written notice of approval from the Contracting Officer's Representative (COR). The request shall include as a minimum, the following:

- (1) Contract number
- (2) Date, time, and place of proposed travel
- (3) Purpose of travel and how it relates to the contract
- (4) Contractor's estimated cost of travel
- (5) Name(s) of individual(s) traveling and;
- (6) A breakdown of estimated travel and per diem charges.

(b) General

(1) The costs for travel, subsistence, and lodging shall be reimbursed to the contractor only to the extent that it is necessary and authorized for performance of the work under this contract. The costs for travel, subsistence, and lodging shall be reimbursed to the contractor in accordance with the Federal Acquisition Regulation (FAR) 31.205-46, which is incorporated by reference into this contract. As specified in FAR 31.205-46(a) (2), reimbursement for the costs incurred for lodging, meals and incidental expenses (as defined in the travel regulations cited subparagraphs (b)(1)(i) through (b)(1)(iii) below) shall be considered to be reasonable and allowable only to the extent that they do not exceed on a daily basis the maximum per diem rates in effect at the time of travel as set forth in the following:

- (i) Federal Travel Regulation prescribed by the General Services Administration for travel in the contiguous 48 United States;
- (ii) Joint Travel Regulation, Volume 2, DoD Civilian Personnel, Appendix A, prescribed by the Department of Defense for travel in Alaska, Hawaii, The Commonwealth of Puerto Rico, and the territories and possessions of the United States; or
- (iii) Standardized Regulations, (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem Allowances in Foreign Areas" prescribed by the Department of State, for travel in areas not covered in the travel

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regulations cited in subparagraphs (b)(1)(i) and (b)(1)(ii) above.

(2) Personnel in travel status from and to the contractor's place of business and designated work site or vice versa, shall be considered to be performing work under the contract, and contractor shall bill such travel time at the straight (regular) time rate; however, such billing shall not exceed eight hours per person for any one person while in travel status during one calendar day.

(c) Per Diem

(1) The contractor shall not be paid per diem for contractor personnel who reside in the metropolitan area in which the tasks are being performed. Per diem shall not be paid on services performed at contractor's home facility and at any facility required by the contract, or at any location within a radius of 50 miles from the contractor's home facility and any facility required by this contract.

(2) Costs for subsistence and lodging shall be paid to the contractor only to the extent that overnight stay is necessary and authorized in writing by the Government for performance of the work under this contract per paragraph (a). When authorized, per diem shall be paid by the contractor to its employees at a rate not to exceed the rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and authorized in writing by the Government. The authorized per diem rate shall be the same as the prevailing locality per diem rate.

(3) Reimbursement to the contractor for per diem shall be limited to payments to employees not to exceed the authorized per diem and as authorized in writing by the Government per paragraph (a). Fractional parts of a day shall be payable on a prorated basis for purposes of billing for per diem charges attributed to subsistence on days of travel. The departure day from the Permanent Duty Station (PDS) and return day to the PDS shall be 75% of the applicable per diem rate. The contractor shall retain supporting documentation for per diem paid to employees as evidence of actual payments, as required by the FAR 52.216-7 "Allowable Cost and Payment" clause of the contract.

(d) Transportation

(1) The contractor shall be paid on the basis of actual amounts paid to the extent that such transportation is necessary for the performance of work under the contract and is authorized in writing by the Government per paragraph (a).

(2) The contractor agrees, in the performance of necessary travel, to use the lowest cost mode commensurate with the requirements of the mission and in accordance with good traffic management principles. When it is necessary to use air or rail travel, the contractor agrees to use coach, tourist class or similar accommodations to the extent consistent with the successful and economical accomplishment of the mission for which the travel is being performed. Documentation must be provided to substantiate non-availability of coach or tourist if business or first class is proposed to accomplish travel requirements.

(3) When transportation by privately owned conveyance (POC) is authorized, the contractor shall be paid on a mileage basis not to exceed the applicable Government transportation rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and is authorized in writing by the Government per paragraph (a).

(4) When transportation by privately owned (motor) vehicle (POV) is authorized, required travel of contractor personnel, that is not commuting travel, may be paid to the extent that it exceeds the normal commuting mileage of such employee. When an employee's POV is used for travel between an employee's residence or the Permanent Duty Station and one or more alternate work sites within the local area, the employee shall be paid mileage for the distance that exceeds the employee's commuting distance.

(5) When transportation by a rental automobile, other special conveyance or public conveyance is authorized, the contractor shall be paid the rental and/or hiring charge and operating expenses incurred on official business (if not included in the rental or hiring charge). When the operating expenses are included in the rental or hiring charge, there should be a record of those expenses available to submit with the receipt. Examples of such operating expenses include: hiring charge (bus, streetcar or subway fares), gasoline and oil, parking, and tunnel tolls.

(6) Definitions:

(i) "Permanent Duty Station" (PDS) is the location of the employee's permanent work assignment (i.e., the building or other place where the employee regularly reports for work.

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(ii) "Privately Owned Conveyance" (POC) is any transportation mode used for the movement of persons from place to place, other than a Government conveyance or common carrier, including a conveyance loaned for a charge to, or rented at personal expense by, an employee for transportation while on travel when such rental conveyance has not been authorized/approved as a Special Conveyance.

(iii) "Privately Owned (Motor) Vehicle (POV)" is any motor vehicle (including an automobile, light truck, van or pickup truck) owned by, or on a long-term lease (12 or more months) to, an employee or that employee's dependent for the primary purpose of providing personal transportation, that:

(a) is self-propelled and licensed to travel on the public highways;

(b) is designed to carry passengers or goods; and

(c) has four or more wheels or is a motorcycle or moped.

(iv) "Special Conveyance" is commercially rented or hired vehicles other than a POC and other than those owned or under contract to an agency.

(v) "Public Conveyance" is local public transportation (e.g., bus, streetcar, subway, etc) or taxicab.

(iv) "Residence" is the fixed or permanent domicile of a person that can be reasonably justified as a bona fide residence.

EXAMPLE 1: Employee's one way commuting distance to regular place of work is 7 miles. Employee drives from residence to an alternate work site, a distance of 18 miles. Upon completion of work, employee returns to residence, a distance of 18 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (14 miles). The employee is reimbursed for 22 miles ($18 + 18 - 14 = 22$).

EXAMPLE 2: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives from residence to an alternate work site, a distance of 5 miles. Upon completion of work, employee returns to residence, a distance of 5 miles.

In this case, the employee is not entitled to be reimbursed for the travel performed (10 miles), since the distance traveled is less than the commuting distance (30 miles) to the regular place of work.

EXAMPLE 3: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives to regular place of work. Employee is required to travel to an alternate work site, a distance of 30 miles. Upon completion of work, employee returns to residence, a distance of 15 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (30 miles). The employee is reimbursed for 30 miles ($15 + 30 + 15 - 30 = 30$).

EXAMPLE 4: Employee's one way commuting distance to regular place of work is 12 miles. In the morning the employee drives to an alternate work site (45 miles). In the afternoon the employee returns to the regular place of work (67 miles). After completion of work, employee returns to residence, a distance of 12 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (24 miles). The employee is reimbursed for 100 miles ($45 + 67 + 12 - 24 = 100$).

EXAMPLE 5: Employee's one way commuting distance to regular place of work is 35 miles. Employee drives to the regular place of work (35 miles). Later, the employee drives to alternate work site #1 (50 miles) and then to alternate work site #2 (25 miles). Employee then drives to residence (10 miles).

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal commuting distance (70 miles). The employee is reimbursed for 50 miles ($35 + 50 + 25 + 10 - 70 = 50$).

EXAMPLE 6: Employee's one way commuting distance to regular place of work is 20 miles. Employee drives to the regular place of work (20 miles). Later, the employee drives to alternate work site #1 (10 miles) and then to alternate work site #2 (5 miles). Employee then drives to residence (2 miles).

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In this case, the employee is not entitled to be reimbursed for the travel performed (37 miles), since the distance traveled is less than the commuting distance (40 miles) to the regular place of work.

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

(a) Definition.

“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 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).

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(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-355 CONTRACTOR IDENTIFICATION (DEC 1999)

(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.

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SECTION I CONTRACT CLAUSES

09RA 52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

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

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

52.219-14 LIMITATIONS OF SUBCONTRACTING (DEC 1996)

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SECTION J LIST OF ATTACHMENTS

DD 1423, Contract Data Requirements List

Personnel Qualifications