

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE J	PAGE OF PAGES 1 2
2. AMENDMENT/MODIFICATION NO. 05	3. EFFECTIVE DATE 03-Apr-2009	4. REQUISITION/PURCHASE REQ. NO. N62473-09-MR-58647	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY NAVFAC SOUTHWEST 1220 Pacific Highway, Building 127 San Diego CA 92132 raymond.brothers@navy.mil 805-989-9701	CODE N62473	7. ADMINISTERED BY (If other than Item 6) DCMA LOS ANGELES P.O. Box 9608 Mission Hills CA 91346-9608	CODE S0512A

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Engineering Management Concepts, Inc. 5051 Verdugo Way Suite 200 Camarillo CA 93012-8658	9A. AMENDMENT OF SOLICITATION NO.
	9B. DATED (SEE ITEM 11)
	10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-06-D-4745-EFE1
	10B. DATED (SEE ITEM 13) 18-Dec-2006
CAGE CODE 1DB04	FACILITY CODE 139341978

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

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

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

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

<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) FAR 52.217-8 option to extend

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

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

15A. NAME AND TITLE OF SIGNER (Type or print) [REDACTED]		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Raymond L Brothers, Contracting Officer	
15B. CONTRACTOR/OFFEROR [REDACTED] (Signature of person authorized to sign)	15C. DATE SIGNED 03-Apr-2009	16B. UNITED STATES OF AMERICA BY /s/Raymond L Brothers (Signature of Contracting Officer)	16C. DATE SIGNED 03-Apr-2009

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### GENERAL INFORMATION

The purpose of this modification is to extend the period of performance through Oct 4, 2009. A conformed copy of this Task Order is attached to this modification for information purposes only.

The total amount of funds obligated to the task is hereby increased by [REDACTED] from [REDACTED] to [REDACTED]

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**SECTION B SUPPLIES OR SERVICES AND PRICES**

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Supplies/Services Qty	Unit	Unit Price	Total Price
2000	BASE YEAR - The contractor shall provide the necessary technical and engineering services, labor hours, materials, facilities, and equipment to maintain the Geogrphic Information System (GIS), for the Naval Base Ventura County, CA as per attached statement of work. (TBD)	1.0 Lot	[REDACTED]	[REDACTED]
200001	FUNDING N6247307RCW7127 FOR INFORMATIONAL USE ONLY (TBD)			
200002	FUNDING N6247307RCW7143 FOR INFORMATIONAL USE ONLY (TBD)			
200003	FUNDING N6247307RCW7143 FOR INFORMATIONAL USE ONLY (TBD)			
200004	FUNDING N6923207RC157WJ (TBD)			
2100	OPTION ONE - The contractor shall provide the necessary technical and engineering services, labor hours, materials, facilities, and equipment to maintain the Geogrphic Information System (GIS), for the Naval Base	1.0 Lot	[REDACTED]	[REDACTED]

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Ventura County,  
CA as per  
attached  
statement of  
work. (TBD)

210001 FUNDING  
N6247308RCWS210  
FOR INFORMATIONAL  
USE ONLY (TBD)

210002 FUNDING  
N6247308RCWS210  
FOR INFORMATIONAL  
USE ONLY (TBD)

210003 FUNDING  
N6247308RCWS210  
FOR INFORMATIONAL  
USE ONLY (TBD)

210004 FUNDING  
N6247308RCWS210  
FOR INFORMATIONAL  
USE ONLY (TBD)

210005 FUNDING  
N6247308RCWS210  
FOR INFORMATIONAL  
USE ONLY (TBD)

2200 OPTION TWO - The 1.0 Lot [REDACTED] [REDACTED]  
contractor shall  
provide the  
necessary  
technical and  
engineering  
services, labor  
hours, materials,  
facilities, and  
equipment to  
maintain the  
Geogrphic  
Information  
System (GIS), for  
the Naval Base  
Ventura County,  
CA as per  
attached  
statement of  
work. (TBD) .

220001 Funding for  
Option 2 (TBD)

220002 Funding for  
Option 2 (TBD)

220003 Funding for  
Option 2 (TBD)

220004 Funding for  
Option 2 (TBD)

220005 Funding for

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- Option 2 (TBD)
- 220006 Funding for  
Option 2 (TBD)
- 220007 Funding for  
Option 2 (TBD)
- 220008 Funding for  
Option 2 (TBD)

Section B – Text

CONTRACT TYPE SUMMARY FOR PAYMENT OFFICE (NAVSEA) (FEB 1997)

CLIN 2000 and all SLINS referenced under CLIN 2000 of this task order are Firm Fixed Price (Base Year – 12 months)

CLIN 2100 and all SLINS referenced under CLIN 2100 of this task order are Firm Fixed Price (Option One – 12 months)

CLIN 2200 and all SLINS referenced under CLIN 2200 of this task order are Firm Fixed Price (Option One – 4 months)

The base period of the task order will be Firm Fixed Priced and (If Options are exercised) the Option periods will be Firm Fixed Priced (FFP)

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## SECTION C DESCRIPTIONS AND SPECIFICATIONS

### 1.0 INTRODUCTION

The Public Works Department Naval Base Ventura County is responsible for providing maintaining Geographical Information System (GIS) mapping for base maps, RSIMS, utilities, project planning, planning business line support for the Navy at Point Mugu, Port Hueneme, San Nicolas Island (SNI), Navy Housing at Catalina Heights, Camarillo Airport (CAMAIR), and Laguna Peak. In addition, support may be provided for Fort Hunter Liggett or Santa Cruz Island.

### 2.0 SCOPE

The contractor shall provide the necessary technical and engineering services, labor hours, material, facilities, and equipment to complete the requirements of this statement of work in support of Navy facilities. The contractor will also provide services using government supplied NMCI services, Web-based GIS Critix environment and equipment. Contractor services will be provided following tri-service standard as outlined by NAVFAC SW. Inventories of structures and NBVC assets must be maintained and will be consistent with the Navy's assets inventory, iNFADS. These inventories are required for capital improvement planning and resource allocation. Tasks include, but are not limited to the following:

#### 2.1 Maintain Geographic Information System

Provide accurate incorporation of new data to critical GIS system layers by coordinating with NAVFAC SW project managers as well as other tenant organizations to collect, manage and implement updating of critical GIS layers. Critical GIS layers include twenty-five RSIMS layers and twenty-five utility layers that will be identified at the beginning of each Fiscal Year. Contractor will collect, select, adjust, process and evaluate source data to be used in updating existing GIS layers. The work involves coordinating the work of other technical and non-technical personnel in the maintenance of GIS coverages. The contractor will evaluate electronic as-built drawing and source data to ensure that the information is complete, accurate and in the appropriate format and meets NAVFAC standards as directed by NAVFAC SW GIS Core Business line. Contractor will provide quality assurance for submittals to the government and will gather all appropriate meta data required for GIS updates. Review comments will be submitted to the appropriate organizational supervisor for data which does not meet minimum standards. The contractor will submit monthly reports to the government GIS representative outlining all outstanding information for the Public Work Ventura County Completed Project GIS List. The contractor will develop a Project GIS List based on the current integrated priorities lists within PWD as well as through coordination with PWD personnel.

GIS updates requirements will include obtaining as-built and condition data from A&E firms, shops personnel, and outside contractors and incorporate the changes into the GIS. This data includes building and structure construction, demolition, and remodel information. Most submitted data will be provided as electronic data. In the event that hardcopy data is submitted. A separate work order tasking will assigned and tracked as a work order assignment. Hardcopy data will be manipulated and with the help of manual scale tools and GIS tools the data is recreated. The specific utility data (gas, water, electric, and sewer) is converted from other formats to be incorporated in the GIS. Requirements will include obtaining GPS data points and converting them for GIS incorporation. Field verification of discrepancies in the data will be required.

A one-time Kick-off meeting will be required to implement the GIS Updating Process. Contractor and Publics Works Department Ventura County personnel will attend to provide information on the organizational expectations for GIS updates as well as introduce the lead contracted GIS coordinator.

Contractor will attend weekly Branch meetings to report out work assignment project list as well as status of GIS Update Tracking List. All GIS updates related to primary utilities will be tracked separately due to funding allocations.

Contractor must be able to evaluate requirements and develop solutions to graphic problems. Coordination and collection of GIS updates will require contract to communicate with individuals within PWD Ventura County and other individuals and contractors outside PWD Ventura County. Multiple organizations will rely on the system as

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well as serving as a command management information tool. The contractor is expected to independently establish contact as required with government personnel associated with GIS updates and contractors and other federal agencies.

## 2.2 Perform Geographic Information System support for Utilities:

Provide technical services to provide record drawings and reports from the Public Works Geographical Information System (GIS), ArcGIS, for and use by Public Works Utilities. Output required may also be in an AutoCAD format.

Provide customized projects for Utilities to aid in operation and maintenance of the utility systems. These projects typically involve providing specific layers of data, customized attribute labeling, and involve varying grid layout requirements.

Specific requests will include customized graphic output to identify specific NBVC structures, assets, and locations with specific attribute information associated with each. The bulk of the requests are for maps. Thousands of customized base maps and site plans are required annually. The output formats will be as the customer requires, for instance, map grids can be either alpha-numeric or Lat/Long and scale can be adjusted to need. Maps are also generated for permitting requirements. Complete project files will be required for customers who wish to be able to recreate the maps themselves. Complete files and subdirectories of the information required must also be provided.

Obtain hardcopy and organic historic knowledge from government personnel and in some cases commit it to paper for the first time, thereby making it available to all who require it. Debrief NBVC staff to obtain the most recent information or to verify existing data. The verified data is consolidated and incorporate it in a user friendly and accessible format. (For example, the Electrical Circuit Book).

### Data transfer requirements:

Provide data file transfer utilizing public Works LAN via modem (10 Base T LAN connection minimum, DOS 6.22 and WIN 95 compatibility.)

Within the next two years, plans include a transfer of the GIS data to a centralized server.

All data will need to be in a specific format: A large part of the upcoming requirement will concern conversion of the current shapefile database into the SDS database. A process will need to be developed and followed to accomplish this. Following is an example:

- Identify data to be collected and transferred
- Browse the SDS FIE to find the appropriate feature classes to map to the current data
- Create a correlation matrix between existing data and the new requirement to be set up in the SDS FIE
- Access each field and identify the corresponding value
- Generate an SDS FIE compliant database and populate it by utilizing a specific filter program to map the data appropriately
- Quality check the final data.

All utilities based work assignment will be tracked separately from the general GIS base map. A separate work order assignment list will be generated by the contractor on a weekly basis.

## 2.3 Provide Geographic Information System Support of Capital Improvements, Sustainment Work and Planning Business Development line work.

Provide customized projects for general engineering and planning work. These projects typically involve providing specific layers of data, customized attribute labeling, and involve varying grid layout requirements.

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Specific requests will include customized graphic output to identify specific NBVC structures, assets, and locations with specific attribute information associated with each. The bulk of the requests are for maps. The output formats will be as the customer requires, for instance, map grids can be either alpha-numeric or Lat/Long and scale can be adjusted to need. Maps are also generated for permitting requirements. Complete project files will be required for customers who wish to be able to recreate the maps themselves

Maps will be developed for safety site approvals to include explosive safety and airfield safety waivers. Maps will be required for Air Installation Compatibility Zone Areas. Maps will be required for aircraft parking layout areas. Maps may be required to support range operations or environmental resource or compliance projects. Maps are also required to support real estate action such as Joint Use agreement parcels, out-lease parcels and base boundaries. Contract will purchase updated aerial maps and provide hardcopy maps on a periodic basis.

#### 2.4 Management of Electronic As-built Drawings

Contractor will receive electronic as-built drawing from project managers and other NAVFAC SW representatives. Contractor will catalog drawings and verify information is in accordance with established NAVFAC and PWD Ventura County As-Built Drawings Protocol. The contractor will upload as-built drawing electronic data into RSMIS Record of drawings with the appropriate file name.

#### 2.5 Other GIS Services

Contractor will be capable of accepting work form other Navy organizations and other approved contractors for the purpose of provide drawings or electronic data. Contractor must have the capability of accepting government and private party credit cards. Requests for information will be approved by the government GIS representative prior to release of information. Work will include modifying existing GIS into AutoCAD, providing customized maps, providing base maps, providing aerial maps, provide maps in support of special studies, range operations, research and development initiatives, and public events.

#### 2.6 MONITOR UTILITIES METERING SYSTEMS

Provide support services to include systems engineering, energy systems process surveys and analyses, and engineering design. Specific tasking is to include utility system infrastructure condition survey, analysis, and maintenance. Surveys, analysis and maintenance are to be conducted at NBVC Point Mugu, Port Hueneme, Camarillo Heights, CAMAIR, San Nicolas Island, and Laguna Peak sites. Maintenance is to include repair and replacement, as necessary, of the gas, water, and electric consumption monitoring infrastructure.

1 Provide meter read monthly of approximately 695 meters located at NBVC. Read shall take place the first or second full week of each month. Public Works Shall provide the contractor with a schedule of read. New meters may be added at a later time as required.

2 Contractor provided a meter report shall be reasonably fee of errors and shall have no more than 7 errors monthly.

3 Installation and repair services for meter devices and appurtenances at NBVC. Contractor shall submit a cost estimate to Public Works for approval prior to start of work

4 Contractor shall be responsible for obtaining any required digging permits or scheduled shutdown approvals prior to start of work.

5 All work shall be in accordance with all Federal, State and local codes for type of work provided.

6 Provide 12 months meter Consumption data gathering (monthly), for the Naval Base Ventura County, CA

7 Provide the necessary technical and engineering services, labor hours, facilities, materials and equipment to repair/install 20 utility grade meters, for the Naval Base Ventura County, CA

A one-time Kick-off meeting will be required to implement the utility monitoring process. Contractor and Publics

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Works Department Ventura County personnel will attend to provide information on the organizational expectations for monitoring as well as introduce the lead contracted Utilities coordinator.

### 3.0 GOVERNMENT FURNISHED MATERIALS

The Government shall furnish the following for use by the contractor:

3.1 All necessary applicable information and publication documents required for completion of this task and NAVFAC guidance and standards

2. All archive drawings located in the reproduction room of Building 66 at Point Mugu and Building 850 at Port Hueneme.

3.2 E size Inkjet plotter, HP DesignJet 650 C or equivalent type plotter

3.3 D size electrostatic plotter

3.4 NMCI Computers with access to NAVFAC CITRIX.

All GFM is the property of the Government and shall be returned to the Government at the completion of this project.

3.5 ITRON Automated Meter consumption equipment for use by Contractor in obtaining metered readings from facilities.

4.0 Deliverables will consist of the following specific deliverables.

1. Weekly Work Order Assignments List with status of Assignments for General GIS and Planning Work

2. Weekly Work Order Assignments List with status of Assignments for Utilities Work

3. Weekly GIS Updates Tracking List

4. Review and Comments for Source Data Submittals

5. Projects Submittals of GIS Updates in SDS standard and Monthly Summary of GIS Updates and meta data for submittal to NAVFAC SW

6. The contractor shall provide a monthly progress report of Contract Data Requirements List

#### Engineering Record Drawings

o Reproducible originals of all engineering record drawings prepared or modified (CDRL A002) within 365 days after contract award.

o Computer Drawings

o Reproducible originals of all computer drawings prepared (CDRL A003) within 365 days after contract award.

7. Monthly Work Order Assignments (Meter read list).

8. The contractor shall provide a completed monthly automated or manual hand generated metered reading report of facilities. This shall be as requested by Public Works Utilities personnel.

### 5.0 CERTIFICATIONS, LICENSE, PHYSICAL REQUIREMENTS OR OTHER EXPERTISE REQUIRED

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- Technical personnel are to have experience with NBVC Planning and Utilities Infrastructure.
- In depth knowledge of GIS database development, customization and maintenance.
- Experience with ESRI and AutoDesk software with applicability to planning, utility, and facility management.

#### 6.0 PERIOD OF PERFORMANCE

The period of performance for the base year is [REDACTED] to [REDACTED]

This will be a one year contract with [REDACTED] and [REDACTED]

#### 7.0 PLACE OF PERFORMANCE

The place of performance is Naval Base Ventura County (NBVC), Point Mugu and Port Hueneme locations, Ventura County, California. Potential exists for work to be performed at Camarillo Heights, San Nicolas Island (SNI), CAMAIR, and Laguna Peak

#### 8.0 INSPECTION AND ACCEPTANCE

8.1 Inspection and Acceptance will be made.

8.2 Monthly meetings will be held to review work order assignment list and GIS Update list. Monthly meeting will be held to prioritize work associated with the general support work as well as the utilities support work. Contractor will provide a report of identified projects that are expected to have GIS update, on-going GIS updates that are under review, GIS updates that have been validated, GIS updates that awaiting input (either locally or through NAVFAC SW Core), GIS updates that completed locally.

8.3 Monthly meetings will be held with meter reader to review work order assignment list. Monthly meeting will be held to prioritize work associated with the general support work as well as the utilities support work.

#### 9.0 TRAVEL

Local travel between Point Mugu, Port Hueneme, San Nicolas Island and the contractor facilities at Camarillo Airport is authorized.

#### 10. SAFETY ISSUES

There are no significant safety issues or concerns with respect to the performance of the required tasking.

1. The work described herein is primarily sedentary, performed in an office setting. Some walking will be required throughout the workplace facilities and at work sites. The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as conference rooms or office spaces. There are no unusual physical demands.

2. Utility consumption infrastructure maintenance work will be performed both indoor and outdoors. The contractor may be subject to a variety of weather conditions. Work will sometimes be accomplished in cramped and awkward positions while installing items and reaching, lifting and bending while using hand tools and power tools.

#### 11. SECURITY CLEARANCE/POLICE CHECK/DRIVING RECORD CHECK.

Work under this task order is UNCLASSIFIED. The contractor shall comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this task order. The contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, and Government personnel work products that are obtained or generated in the performance of this task order. If necessary, the contractor will be required to provide clearances for personnel requiring access to Government

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computers and workstations.

**ADDITIONAL INFORMATION:**

**LABOR CATEGORIES**

The labor categories identified for this requirement are shown below. Categories denoted with a single asterisk (\*) are key labor categories.

Labor Category Estimated Labor Hours Assigned

Base Year Option Year One Option Year Two

Regular Overtime Regular Overtime Regular Overtime

Program Manager ██████████

Technical Specialist ██████████

Drafter III ██████████

Inspector/Meter Reader ██████████

Total Per Period ██████████

NOTE: For proposing purposes, use the above number of hours per position in your cost proposal for the Base year and each Option year.

**DIRECT LABOR RATES**

The contractor is required to submit, as part of its cost proposal, indirect rates, unburdened direct labor rates for the labor categories listed above.

In addition, the Contractor is to certify that all rates proposed for this effort are the same as the rates proposed for their Seaport-e Contract. If rates are different, an explanation is required.

**KEY PERSONNEL NUMBER OF RESUMES**

Resume requirements. A total of one resume each are required for the Key Labor Categories.

Project Manager: 1 resume

Technical Specialist: 1 resume

Drafter III: 1 resume

Inspector/Meter Reader: 1 resume

Representative resumes shall be written for selected individuals proposed under those labor categories and shall reflect the general level of education and experience of all personnel proposed under those labor categories.

**KEY PERSONNEL QUALIFICATION REQUIREMENTS**

All personnel proposed for Key Labor Categories shall meet the estimated number of hours and must dedicate the required number of hours to this requirement. By submitting an offer, the contractor certifies that all required key

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personnel identified in its proposal meet the required personnel qualifications shown below.

Project Manager – One (1) resume required (Limited to 2 pages).

Education: A minimum of a Bachelor's Degree from an accredited college or university.

And

Background/Experience: At least eight (8) years of program/project management experience in GIS and database management in support of multiple customer sets. The position requires at least six (6) years of recent experience within the last ten (10) years in project management with GIS management. Experience shall include:

1. Demonstrated qualities of leadership and depth of responsibility in the management of large multi user support tasks.
2. Evidence of Leadership and influence in navy policies and procedures as demonstrated through personal participation in kick off meetings, weekly branch meetings, verification of data accuracy, and regular communication with clients.
3. Demonstrated ability to communicate effectively with Executive management.
4. Demonstrated ability to provide leadership in multi-organizational technical projects.
5. Demonstrated understanding of GIS and its applicability to daily and long term facilities and management requirements in order to recommend process improvements.

More weight will be provided for direct program/project management experience with Department of Defense / Department of the Navy GIS management.

Technical Specialist – One (1) resume required (Limited to 2 pages).

Education: A minimum of a Bachelor's Degree from an accredited college or university in a GIS related field of study.

And

Background/Experience:

At least four (4) years direct experience in industry standard ESRI GIS applications with an emphasis on spatial analysis mapping and modeling. The position requires at least three (3) years of recent experience within the last five (5) years in GIS project development in support of various customers. Experience shall include:

1. Demonstrated current and direct experience with preparation and modification of GIS mapping and database reporting for large mixed use DoD facilities.
2. Comprehensive experience in geographic data collection and evaluation.
3. Demonstrated communication and customer service skills and competence in assisting non-proficient users in utilizing GIS data for daily requirements through hands-on training and technical support.
4. Ability to determine specific needs in order to provide customized mapping and database products.
5. Capability in the use of industry standard GPS equipment for field verification of data accuracy.
6. Demonstrated ability to provide GIS technical support in multi-organizational projects and discussions in support of process improvements.

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More weight will be provided for direct technical experience in support of Department of Defense / Department of the Navy GIS programs.

Drafter III – One (1) resume required (Limited to 2 pages).

Education: A minimum of an Associate's Degree or recognized certification from an accredited college or university in a GIS related field of study.

And

Background/Experience:

At least one (1) year direct experience in industry standard ESRI GIS applications with an emphasis on mapping spatial analysis and modeling. The position requires at least (1) year of recent experience in GIS project development in support of various customers. Experience shall include:

1. Demonstrated current and direct experience with preparation and modification of GIS mapping and database reporting for large mixed use DoD facilities.
2. Comprehensive experience in geographic data collection and evaluation.
3. Demonstrated communication and customer service skills and competence in assisting non-proficient users in utilizing GIS data for daily requirements through hands-on training and technical support.
4. Ability to determine specific needs in order to provide customized mapping and database products.
5. Capability to manipulate, convert and incorporate AutoCAD data into the GIS database.
6. Demonstrated ability to provide GIS technical support in multi-organizational projects and discussions in support of process improvements.
7. Capability to efficiently and effectively operate AutoCAD.

More weight will be provided for direct technical experience in support of Department of Defense / Department of the Navy GIS programs.

Inspector/Meter Reader – One (1) resume required (Limited to 2 pages).

Education: A minimum of an Associates Degree or recognized certification from an accredited college

And

Background/Experience:

At least one (1) year direct experience in utility meter consumption data gathering utilizing electronic handheld meter consumption data gathering equipment. Experience shall include:

1. Demonstrated current and direct experience with utility consumption data gathering and database reporting for large mixed use DoD facilities.
2. Demonstrated communication and customer service skills and competence in assisting non-proficient users in reading monitoring equipment for daily requirements through hands-on training and technical support.
3. Ability to determine specific needs in order to provide customized mapping and database changes required to

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efficiently log metered readings.

More weight will be provided for direct technical experience in support of Department of Defense / Department of the Navy GIS programs.

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## SECTION D PACKAGING AND MARKING

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

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## SECTION E INSPECTION AND ACCEPTANCE

### Section E – Inspection and Acceptance

#### Task Order Performance Standard:

Required Reports and other Status Reports submitted to the Task Order Manager under subject Task Order shall identify the work that had been performed during the week and month, deliverables that had been submitted, and the name of the Government representative that received the deliverable. All deliverables must conform with section C. The Task Order Manager will be required on a monthly basis to rate the quality of deliverables in terms of timeliness and quality on a rating scale of one (1) to five (5). The rating scale is specified in the table and defined below:

#### Rating Number Rating Description

5 Significantly Exceeds Expectation

4 Exceeds Expectation

3 Meets Expectation

2 Barely Meets Expectation

1 Fails to Meet Expectation

Task Order acceptance will be made by the Task Order Manager upon the Contractor having achieved an overall rating of all deliverables, of “Meets Expectation” or better.

#### Rating Definitions:

**Significantly Exceeds Expectation:** Deliverables are completed on or prior to their respective due date 100% of the time without further revisions being required.

**Exceeds Expectation:** Deliverables are completed on or prior to their respective due date 100% of the time with only minor revisions being required on approximately 5% of items submitted. The required rework does not negatively impact upon the respective program.

**Meets Expectation:** Deliverables are completed on or prior to their respective due date 100% of the time with minor revisions being required on approximately 10% of items submitted. The required rework does not negatively impact upon the respective program.

**Barely Meets Expectation:** Deliverables are completed on or prior to their respective due date approximately 95% of the time with minor revisions being required on approximately 15% of items submitted. The delayed submission and required rework of deliverables results in a minor negative impact to the respective program.

**Fails to Meet Expectation:** Deliverables are completed on or prior to their respective due date less than 90% of the time with significant revisions being required on greater than 15% of items submitted. The delayed submission and required rework of deliverables results in a significant negative impact to the respective program.

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## SECTION F DELIVERABLES OR PERFORMANCE

### Section F – Deliveries or Performance

#### CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following firm items are from date of task order award through 12 months thereafter, estimated at:

CLIN 2000 – [REDACTED]

The period of performance for the following option items are from date of option exercise through 12 months and 4 months, estimated at:

Option One:

CLIN 2100 – [REDACTED]

Option Two:

CLIN 2200 – [REDACTED]

Clauses to be incorporated in accordance with Section F of the Multiple Award basic contract.

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## SECTION G CONTRACT ADMINISTRATION DATA

### Section G – Contract Administration Data

Block 7 - Administered by:

FEA Division, Public Works

1205 Mill Road, Bldg. 850

Port Hueneme, CA 93043-4307

Contract Specialist

Maggie C. Evangelista

FEA Division, Public Works

1205 Mill Road, Bldg. 850

Port Hueneme, CA 93043-4307

magdalena.evangelist@navy.mil

805-982-2932

Task Order Manager

ENS James Galloway

FEA Division Public Works

1205 Mill Road, Bldg. 850

Port Hueneme, CA 93043-4307

Contracting Officer

Mr. Raymond Brothers

FEA Division, Public Works

1205 Mill Road, Bldg. 850

Port Hueneme, CA 93043-4307

raymond.brothers@navy.mil

805-982-1895

Small Business Specialist

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Ms. Linda Ryan

1220 Pacific Highway

San Diego, CA 92132

linda.ryan@navy.mil

(619) 532-2373

Other terms and conditions are in accordance with Section G of the SeaPort-e Multiple Award basic contract.

Accounting Data

SLINID	PR Number	Amount
200001	N6247307RCW7127	[REDACTED]
LLA :		
AA 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 511381302007	
NON-EXPIRING FUNDS		

200002	N6247307RCW7143	[REDACTED]
LLA :		
AB 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 797000002007	
NON-EXPIRING FUNDS		

200003	N6247307RCW7143	[REDACTED]
LLA :		
AC 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 798000002007	
NON-EXPIRING FUNDS		

MOD 1

200004	N6923207RC157WJ	[REDACTED]
LLA :		
AD 1771804	52FA 260 00052 0 068732 2D C157WJ 692327FA006T	
FUNDING FOR MATERIALS		

MOD 2

210001	N6247308RCWS210	[REDACTED]
LLA :		
AF 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 797000002008	

210002	N6247308RCWS210	[REDACTED]
LLA :		
AG 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 511391302008	

210003	N6247308RCWS210	[REDACTED]
LLA :		
AH 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 511411302008	

210004	N6247308RCWS210	[REDACTED]
LLA :		
AJ 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 525391302008	

210005	N6247308RCWS210	[REDACTED]
LLA :		
AK 97	XXXX4930 NE1E 000 77777 0 062473 2F 000000 515391302008	

MOD 4

220001	N6247309RCWS077	[REDACTED]
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LLA :  
AL 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 5114113022009  
Standard Number: GIS Contract  
Option 2

220002 N6247309RCWS077 [REDACTED]  
LLA :  
AM 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 511381302009  
Standard Number: GIS Contract  
Option 2

220003 N6247309RCWS077 [REDACTED]  
LLA :  
AN 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 511391302009  
Standard Number: GIS Contract  
Option 2

220004 N6247309RCWS077 [REDACTED]  
LLA :  
AP 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 531381302009  
Standard Number: GIS CONTRACT  
Option 2

220005 N6247309RCWS077 [REDACTED]  
LLA :  
AQ 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 525381302009  
Standard Number: GIS Contract  
Option 2

220006 N6247309RCWS077 [REDACTED]  
LLA :  
AR 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 525411302008  
Standard Number: GIS CONTRACT  
OPTION 2

220007 N6247309RCWS077 [REDACTED]  
LLA :  
AS 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 515381302008  
Standard Number: GIS CONTRACT  
OPTION 2

220008 N6247309RCWS077 [REDACTED]  
LLA :  
AT 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 515391302008  
Standard Number: GIS CONTRACT  
OPTION 2

MOD 5

220001 N6247309RCWS077 [REDACTED]  
LLA :  
AL 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 5114113022009  
Standard Number: GIS Contract  
Option 2

220002 N6247309RCWS077 [REDACTED]  
LLA :  
AM 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 511381302009  
Standard Number: GIS Contract  
Option 2

220003 N6247309RCWS077 [REDACTED]  
LLA :  
AN 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 511391302009  
Standard Number: GIS Contract  
Option 2

220004 N6247309RCWS077 [REDACTED]  
LLA :  
AP 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 531381302009  
Standard Number: GIS CONTRACT  
Option 2

220005 N6247309RCWS077 [REDACTED]  
LLA :  
AQ 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 525381302009

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Standard Number: GIS Contract  
Option 2

220006 N6247309RCWS077 [REDACTED]  
LLA :  
AR 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 525411302008  
Standard Number: GIS CONTRACT  
OPTION 2

220007 N6247309RCWS077 [REDACTED]  
LLA :  
AS 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 515381302008  
Standard Number: GIS CONTRACT  
OPTION 2

220008 N6247309RCWS077 [REDACTED]  
LLA :  
AT 97 XXXX4930 NE1E 000 77777 0 062473 2F 000000 515391302008  
Standard Number: GIS CONTRACT  
OPTION 2

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## SECTION H SPECIAL CONTRACT REQUIREMENTS

### Section H – Special Contract Requirements

In accordance with the terms and conditions of the Multiple Award basic contract.

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

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

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

#### 5252.242-9115 TECHNICAL INSTRUCTIONS (APR 1999)

(a) Performance of the work hereunder may be subject to written technical

instructions signed by the Task Order Manager (TOM) specified in Section G of this task order. As used herein, technical instructions are defined to include the following:

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

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

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

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

(d) Nothing in the foregoing paragraph shall be construed to excuse the

Contractor from performing that portion of the contractual work statement which is not affected by the disputed technical instruction.

Note: Technical Instructions are authorized only to provide further guidance on a defined scope of work but are not authorized to direct additional work. TI's will be forwarded to the contractor via the Contracting Officer within 2 days of issuance.

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**REQUIREMENTS FOR NON-GOVERNMENT PERSONNEL WORKING ON-SITE AT NAVAL BASE VENTURA COUNTY AND TENANT COMMANDS**

Monthly report of contractor personnel assigned to desks/work stations/seats in any or all Naval Base Ventura County and Tenant Command buildings, including temporary buildings, highlighting gains and losses and including physical location (building) and branch-level organizational code supported.

WAGE DETERMINATION – The Department of Labor wage determinations for Naval Base Ventura County, CA are provided as Attachment (1) to the Solicitation. (See Section J) Compliance with the wage determination is mandatory.

**CERTIFICATION OF NON-DISCLOSURE STATEMENT**

Contractor shall provide to the PCO Non Disclosure Statements, Attachment (2), from all contractor personnel working on-site at the Naval Base Ventura County immediately upon start of work in any or all Naval Base Ventura County and Tenant Command buildings, including temporary buildings, highlighting gains and losses and including physical location (building) and branch level organizational code supported.

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## SECTION I CONTRACT CLAUSES

### Section I – Contract Clauses

In accordance with the SeaPort-e Multiple Award basic contract for Firm Fixed Priced Task Orders.

52.222-41 Service Contract Act (1965)

FAR 52.217-9 OPTION TO EXTEND THE TERM OF THE DELIVERY ORDER (MAR 2000) (NAVSEA VARIATION) (MAR 2000)

(a) The Government may extend the term of this delivery order by written

notice(s) to the Contractor within the periods specified below. If more than one option exists, each option is independent of any other option, and the Government has the right to unilaterally exercise any such option whether or not it has exercised other options. The exercise of any option past the ending date of the basic IDIQ contract is subject to the exercise of option 1 of the basic IDIQ contract.

CLINs and corresponding Dates will be filled-in at Task Order Award

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

52.222-2 PAYMENT FOR OVERTIME PREMIUMS (JUL 1990)

(1) Necessary to cope with emergencies such as those resulting from accidents, natural disasters, breakdowns of production equipment, or occasional production bottlenecks of a sporadic nature;

(2) By indirect-labor employees such as those performing duties in connection with administration, protection, transportation, maintenance, standby plant protection, operation of utilities, or accounting;

(3) To perform tests, industrial processes, laboratory procedures, loading or unloading of transportation conveyances, and operations in flight or afloat that are continuous in nature and cannot reasonably be interrupted or completed otherwise; or

(4) That will result in lower overall costs to the Government.

(b) Any request for estimated overtime premiums that exceeds the amount specified above shall include all estimated overtime for contract completion and shall--

(1) Identify the work unit; e.g., department or section in which the requested overtime will be used, together with present workload, staffing, and other data of the affected unit sufficient to permit the Contracting Officer to evaluate the necessity for the overtime;

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

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

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

(End of clause)

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**SECTION J LIST OF ATTACHMENTS**

Service Contract Act for Ventura County, CA

Amendment 0001 to Solicitation N00024-07-R-3046

Amendment 0002 to N00024-07-R-3046